

PEKIN PARK DISTRICT
MINUTES OF
THE REGULAR BOARD MEETING OF PARK COMMISSIONERS
6:00 p.m. Thursday, May 27, 2021
Mineral Springs Park Robert N. Blackwell Administration Building
1701 Court Street, Pekin, IL 61554

1. Call to Order:

Vice President Cain called the meeting to order at 6:00 p.m.

2. Roll Call:

The following commissioners were present: Kyle Cain, Gary Gillis, Paula Helm, Sue McMillan, Greg Ranney and Kristen Walraven. Absent was Marv Brown. Also in attendance were; Cameron Bettin, Executive Director; Dori Smith, Board Secretary/Asst to the Executive Director; Mike Seghetti, Park District Attorney; Scott Clausen, Superintendent of Parks; Cory Proehl, Director of Golf, Shawn Powers, Superintendent of Recreation, Keith Knox, Parkside Fitness Manager; Alisha Dault, Miller Center Administrator (arrived at 6:55 p.m.); Chip Hill, Business Manager and Luke VonDerHeide, Chief of Park Police. Press was not in attendance.

3. Additions to and/or Deletions from the Agenda, if any: None

4. Comments from the public: None

5. Consent Agenda and Approval of the same:

- A. Approval of Regular Meeting Minutes of May 15, 2021
- B. Approval of the April Treasurer's Report.
- C. Approval of the Bills and Payroll for 5/11/21 thru 5/24/21 in the amount of \$116,901.83
- D. Approval of bills to be paid 5/28/21 in the amount of \$44,540.38.

Move to accept the Consent Agenda as presented.

Motion: Gary Gillis 2nd: Greg Ranney

All ayes by a voice call vote – motion carried

6. Motion to pass the items of business listed in the Consent Agenda:

Move to pass the business items in the Consent Agenda by omnibus vote as stated in the meeting agenda.

Motion: Paula Helm 2nd: Kristen Walraven

All ayes by a roll call vote – motion carried.

7. Budget Performance Summary Report: April 2021

The Executive Director noted he re-arranged columns and still needed to rework the fund summary with Chip Hill. He reviewed the April 2021 Report and made the following observations:

- Pg 1 – donations \$8,500. \$7,000 Marigold Festival and \$1,500 Winter Wonderland
- PCSA Reimbursement - \$6,800. For use of LRB Nov – March, will receive more dollars by the end of the year
- Stable Lease Income – Behind – Check got lost in the mail
- Other Receipts - \$2,350. City card rewards check received is usually \$1,000 – a little behind in submitting
- Lease/License Payments - Will go over budget. RR didn't send an invoice last year.
- Pg 2 – Pekin Park Foundation Expense - \$24,580 paid for rink boards and Foundation will reimburse
- Misc. Admin – (\$5,211.31) Winter Wonderland reimbursed expenses.
- Pg 5 – Electric 1620 Parish Avenue – Inadvertently missed during budget process
- Pg 8 – Pavilion Rental Sals. – Need to move to the Recreation Fund
- Pg 9 – Holiday Camp (extended Covid Camp) exceeded budget
- Misc Youth Sport Rev – LaCrosse missed budget by \$255
- Soccer exceeded budget and Tee Ball better than current ytd
- Pg 10 – Gym and Dance doing ok
- Softball Leagues doing ok
- Misc Programming – Paint classes going well
- Pg 12 – Water Park admissions - \$1,850 season pass sales
- Pg 13 – Boat rental down due to dock replacement
- Need to move PCS utilities to Police Fund
- Pg 15 – Luke and officers have moved into the new Police Dept Bldg (old PCS) Used Menard's rebates for improvements.
- Pg 16 – Capital Improvements \$543.38 – to be reimbursed by Park Foundation
- Sunshine Camp sign-ups going well
- Pg 17 – Bowling revenue and IRVSRA Rentals going well
- Pg 18 – Miller Center Donations/Memorials/Other Revenue doing well

- Transfer Maint. Labor - \$1,082.90 will be adjusted. We don't do this anymore
- Rider Donation – doing well
- Pg 20 – Miller Center Services – Farmers Market \$5,000 received from City of Pekin Tourism and \$6,705 from other sponsors & donations
- Golf Fund – Play at both courses going well
- Pg 27 – Coupons & season passes sold – Transfer from Parkview needs to be done
- Pg 28 – Parkside Fitness Pro Shop Sales going well
- Miscoding to cleaning supplies – need to make transfer to Cleaning Service
- Club memberships, Jr Fitness Pass, and Club Annual Fee all better than budget
- Pg 29 – Tennis doing well

8. IRVSRA Representative Report:

Commissioner Ranney noted that everyone received the current brochure and stated that the next quarterly meeting is in July.

9. Fair Board Representative Report:

Commissioner McMillan reported the following:

- The 4-H Fair will take place July 26, 27, & 28. Set-up begins July 24th
- The Fair will be face-to-face with a virtual option for those not comfortable attending in person.
- There will be a limit to 50 persons in each area, unless guidelines change.
- The food stand will have less options and be smaller.
- No pageant this year, but may revisit.
- Will have livestock shows but no livestock will be kept overnight.
- Adding a Horse Trailer category
- Currently 250 children are enrolled. Age range for participation was 8-19 and was raised to age 21.
- Looking at an on-line auction
- Reviewed finances and fundraising efforts
- Cameron Bettin reported on Arena restroom improvements, overhead door replacement at the Cultural Exhibits Bldg., and door replacements at the LRB and 4H Shelter. Scott Clausen obtained a \$3,525 Assistance Grant to help with a lighting upgrade at the LRB

10. Pekin Park Foundation Report:

Commissioner Gillis reported the following:

- They continued discussion on a spending plan which was deferred until discussion of possible future park projects that could be supported by the Foundation were presented.
- Cameron Bettin presented a rough draft of a more detailed description of each special purpose fund.
- Discussion took place as to possible loan requests and expenditure forms to be utilized for all projects activity. This will be an ongoing process until the Board agrees on final documents. He further noted this is being pursued to create a consistent and uniform paper trail on all Foundation project expenditures.
- The Board agreed to begin its monthly investment plan with Vanguard Mutual Funds for the Endowment Fund. This will take place with equal installments over the next six months as a means to average into the financial markets. He also noted the investment allocation will be of 70% Equities and 30 % Fixed Income. Cameron Bettin shared future projects for the Board to consider.
- They held election of officers and the results are as follows: Gary Gillis, President; Scott Kriegsman, Vice President; Dennis Green, Secretary; and Chip Hill was appointed Treasurer. Their next meeting is June 21, 2021.

11. Executive Director's Report: (ED)

The ED reported or made the following observations:

- Reminded commissioners there are two more Boot Camps if anyone was interested in attending on June 8 or 21.
- He and Dori Smith met with representatives of the Farnsworth Group regarding the drainage study on Red Bud Drive. He noted more to come at a future meeting. He mentioned the sewer line was jetted and it was discovered that a utility had bored through the line.
- The ED, Chip Hill, & Scot Clausen met with Enterprise regarding equity gains from leasing trucks. The first six month gain from leasing is reported at \$60,000. He indicated they added a dump truck and would take a look at needs for the Parks Dept. & Golf Courses. More to come for the June 10 meeting.
- The ED and Dori Smith met with a WMBD TV representative regarding TV ads and commercials. The ED noted the possibility of budgeting for this expense.

- The ED and Dori Smith met with Seico and rep from the Fire Dept. regarding alarms for the Robert N. Blackwell Administration Building.

12. Attorney's Report:

Mike Seghetti reported he had prepared the Bradley Agreement.

13. Staff Reports:

Shawn Powers reported DragonLand opens Saturday at noon. He indicated he graduated nine new guards today and that most of his staff was new this year. He also mentioned a nationwide shortage of lifeguards and some area swim facilities were experiencing the shortage.

Scott Clausen reported the splash pad at the riverfront opens this weekend. He noted that he had met with reps from the City regarding resurfacing and the electrical system in the pit. He also reported that the Maintenance Dept had finished up the Police Dept and IRVSRA room. He also reported that there was 70 team soccer tournament at the PSC this weekend and he complimented the staff for their hard work and dedication.

Keith Knox reported that he is close to opening locker rooms for use of restrooms, showers and some lockers only.

14. Commissioner Comments:

Commissioner Ranney thanked Cameron Bettin and Dori Smith for setting up the May 15th bus tour of parks.

Commissioner McMillan reported she had attended a Boot Camp and she felt it was interesting and informative. She noted it lasts four hours instead of three.

Commissioner Helm thanked Shawn Powers and Scott Clausen for their work and cooperation with Pekin Pride on their big soccer tournament.

Commissioner Walraven commented with concerns regarding gate fees charged by the Oxwood baseball organization at a recent tournament at PSC. Cameron Bettin noted the park district does receive 50% of the gate fees if the group is allowed to charge.

Commissioner Gillis gave a complimentary IAPD "tool kit" to Commissioner McMillan. He also noted that on June 8th he would be guiding an historic bike ride through Pekin.

15. Unfinished Business: None

16. New Business:

1. Discussion regarding the bid received for the renovation of the viewing deck and piers on the lagoon in Mineral Springs Park, as part of the OSLAD Grant project –

Cameron Bettin stated that material costs have gone through the roof. He stated that only one bid was received and that Amy Wilson of the Farnsworth Group had reached out and tried hard to get companies to bid. He noted that the Park District Maintenance Crew was more than capable to do the work. He recommended following Amy's recommendation to reject the bid received.

Move to reject the bid received for renovation of the viewing deck and piers on the lagoon in Mineral Springs Park due to the cost of materials.

Motion: Paula Helm 2nd: Greg Ranney

All ayes by a roll call vote – motion carried

2. Discussion regarding a request received for use of the Veterans memorial Arena by Bo Cheeseman as "home ice" for a startup Junior level hockey team known as the Vikings –

Cameron Bettin noted that all had received information in their Board packet and that he was a little shocked at the very rough preliminary figure provided (\$1,161,600). He noted that it was a great opportunity but that if they are serious they would need to foot the bill for an Architect/Engineer. He noted the league is scheduled to begin the fall of 2022. It was noted that their biggest need is for locker room/showers/restrooms. He indicated one way to reduce overall cost is to reduce the square footage. He reiterated that he did not see any way the Park District could commit to funding this project without the assistance of others and that the Park District's commitment would be minimal. After discussion, it was decided that discussion with others should continue.

3. Discussion regarding a Tennis Court Reservation Agreement Among Pekin Park District and Bradley University –

Cameron Bettin stated that he hoped all had a chance to review the Agreement. He noted that Bradley had requested a few minor changes and that the changes were highlighted and in front of them. He stated that approval of the Agreement would be on the June 10th Agenda. He noted that we could feel a sense of pride being the "Home of Bradley Braves".

17. Adjourn:

Move to adjourn this meeting.

Motion: Gary Gillis 2nd: Paula Helm

All ayes by a voice call vote – motion carried

Time: 7:33 p.m.

Respectfully Submitted,

Dori K. Smith, Secretary
Board of Commissioners
Pekin Park District