

PEKIN PARK DISTRICT BOARD OF COMMISSIONERS
MINUTES OF MEETING

6:00 p.m. Thursday, November 4, 2021
Robert N. Blackwell Administration Building
1701 Court St., Street, Pekin, IL 61554

1. Call to Order:

Vice President Cain called the meeting to order at 6:00 p.m. and all stood to recite the Pledge of Allegiance.

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/Assistant to the Executive Director; Cory Proehl, Director of Golf; Scott Clausen (audio attendance), Superintendent of Parks; Shawn Powers, Superintendent of Recreation; Luke VonDerHeide, Chief of Park Police, Keith Knox, Parkside Fitness Manager and Chip Hill, Business Manager. Staff absent was Alisha Dault, Miller Center Administrator.

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

4. Public Comments: None

5. Consent Agenda and Approval of the same:

- A. Approval of Regular Meeting Minutes of October 7 and 21, 2021.
- B. Approval of the bills and payroll for 10/19/21 thru 11/1/21 in the amount of \$211,721.58
- C. Approval of bills to be paid 11/5/21 in the amount of \$48,561.64

Commissioner Ranney asked a few questions regarding bills paid and Superintendent of Parks Scott Clausen was able to answer his questions. Commissioner Gillis indicated he felt the bills regarding expenses due to the Marigold Festival should be shared with the Marigold Festival Committee.

Move to accept the Consent Agenda as presented.

Motion: Gary Gillis 2nd: Kristen Walraven

All ayes by a voice call vote – motion carried

6. Move to pass all items of business listed in the Consent Agenda by omnibus vote.

Motion: Paula Helm 2nd: Gary Gillis
All ayes by a roll call vote – motion carried

7. Budget Performance Summary Report: September 2021

Cameron Bettin (ED) noted an error to a transfer out in the General Fund. He indicated a typo in the amount of \$520,000 that will be corrected.

8. Executive Director's Report: (ED)

The ED reported the following:

- The Bond closing was today (11/4) and the accounts have been checked and money received.
- Sidewalk construction has begun in the Royal Avenue and Diamond #1 area. They hope to pour concrete on 11/5. Demo on the patio area is underway and moisture in the subgrade has been detected and we will incur additional costs for additional work.

9. Staff Reports: None

10. Commissioner Comments:

Commissioner Gillis asked Luke VonDerHeide to every once in a while share what's happening within the community with other law enforcement agencies.

Commissioner Ranney offered his thoughts and prayers to Alisha Dault and family. He also indicated that he had spoken with Mayor Luft and noted that the TIF Extension passed, and the Grant application for Memorial Arena improvements will be submitted in January.

Commissioner Helm asked if any Commissioners wanted to participate in the Winter Wonderland parade and asked that they let her know.

Commissioner Gillis shared recent discussions regarding work sessions that took place at an IAPD Retreat in Wisconsin. He also reported on a recent IPARKS meeting held in Oak Brook and spoke of the next big threat being ransom wear issues and gave examples.

11. Unfinished Business:

1. Strategic Plan Discussion –

The ED asked that Commissioners and Staff review the plan and provide input at a later date. He indicated that he prepared the 2022-2027 Strategic Plan based on discussion from meetings held in October. He stated he reviewed the goals and reworded a few

and added a few from discussion that took place at previous meetings. He indicated he felt the first plan was very aggressive and that we did a good job addressing things over three years. He asked again that all read through it, make notes, and make additions. He reiterated that he would like to be more realistic and focus on main objectives to be able to obtain goals. Commissioner Gillis indicated that a recent IAPD exercise he went through might be helpful and explained how they split into small break out work groups.

12. New Business:

1. Review of the 2022 Police Fund budget –

Luke VonDerHeide presented the 2022 Police Fund Budget and provided the following highlights:

- Recent Police Reforms require training be provided which will increase part-time salaries.
- Police Alarm is a new line item due to the new Police Headquarters.
- Officer Supplies is up due to the cost of ammunition.
- Dues, Subs and Conferences includes the cost for Luke VonDerHeide to attend an FBI Conference that has been cancelled several times due to Covid.
- R&M – Radio Equipment is up – changes in the counties radio system makes it necessary to purchase new radios.
- Fuel Expense is up due to the current cost of fuel.
- Police – Waste Water is a new line item due to the move to the new Police Headquarters.

Cameron Bettin noted that the beginning cash will change and indicated it currently is reflective of September's fund balance. He also indicated that the transfer in amount will be somewhere between \$43,045 and \$65,000. He noted that Property Tax is up \$3,000 from the 2021 budget. He also noted that Luke is still trying to sell a large generator received through the LESO program.

2. Approval of the bid received for the Mineral Springs Park Restroom

The ED stated he felt Amy Wilson's Bid Analysis Letter that was included in Board packets explains the bid. He indicated that the bid amount is within the project budget. He also noted that the Farnsworth Group has previously worked with Peoria Metro Construction and recommended acceptance of the low bid.

Move to approve the low bid received from Peoria Metro Construction in the amount of \$91,500.00 for the Mineral Springs Restroom Project.

Motion:

- 3 Approval of the Pekin Park District Schedule of Monthly Board Meetings -

The ED indicated he felt it best to schedule two meetings a month and the current schedule presented reflects two meetings per month. He indicated it's easier to cancel a meeting than it is to schedule a meeting. He also indicated that the schedule reflects changing meetings to the 1st and 3rd Thursday's instead of the 2nd and 4th Thursday's. He noted that in January we've been meeting on the 3rd Thursday due to the IAPD conference and in October, November and December we've been meeting on the 3rd Thursday due to holidays.

Move to approve the 2022 Pekin Park District Board of Commissioners Schedule of monthly Board meetings.

Motion: Greg Ranney 2nd: Sue McMillan

All ayes by a voice call vote – motion carried

13. Executive Session:

1. Move to convene into Executive Session for the appointment, employment, compensation, discipline, performance, litigation or personal status of employees, officers and legal counsel for the park district.

Motion: Gary Gillis 2nd: Paula Helm

All ayes by a roll call vote – motion carried

2. Move to reconvene into Open Session.

Motion: Greg Ranney 2nd: Gary Gillis

All ayes by a roll call vote – Motion Carried

3. Action on Executive Session, if any – No action taken

14. Adjournment:

Move to adjourn this meeting.

Motion: Paula Helm 2nd: Gary Gillis

All ayes by a voice call vote - motion carried

Time: 7:30 p.m.

Respectfully Submitted,

Dori K. Smith
Board Secretary
Pekin Park District