

PEKIN PARK DISTRICT  
MINUTES OF  
THE REGULAR BOARD MEETING OF PARK COMMISSIONERS  
6:00 p.m. Thursday, December 16, 2021  
At the Mineral Springs Park Robert N. Blackwell Building  
1701 Court Street, Pekin, IL 61554

1. Call to Order:

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

2. Roll Call:

The following Commissioners were present: Marv Brown, Kyle Cain (arrived 6:12 p.m.), Gary Gillis, Sue McMillan, Greg Ranney and Kristen Commissioner Paula Helm was absent. Walraven. Also in attendance were; Cameron Bettin, Executive Director; Dori Smith, Board Secretary/Asst. to the Executive Director; Michael Seghetti, Park District Attorney Scott Clausen, Superintendent of Parks (attendance by phone); Cory Proehl, Director of Golf; Keith Knox, Parkside Fitness Manager; Luke VonDerHeide, Chief of Park Police Division; Alisha Dault, Miller Center Administrator, and Chip Hill; Business Manager. Absent was; Shawn Powers, Superintendent of Recreation.

3. Additions to and/or Deletions from the Agenda, if any:

The ED asked that the executive session be deleted from the Agenda.  
Move to delete the executive session from the Agenda.

Motion: Gary Gillis 2<sup>nd</sup>: Greg Ranney

All ayes by a voice call vote – motion carried

The secretary asked that approval of the Minutes be withdrawn from the Consent Agenda.

4. Comments from the public:

Mayor Luft asked to make some brief comments. He noted he was last at a park board meeting regarding the TIF Extension in making steps to work together. He asked yet another opportunity to work together regarding a safety impact on the community. He indicated he was here regarding the proposed land swap for a new fire station. He indicated the strategy behind new locations are critical to the safety of Pekin. He also indicated other options have been looked at. He asked if someone on the board would table item number 1 under New Business. Trent Reeise, Fire Chief passed out additional information and gave background behind the request. It was noted that there should have more focus on

communication to the park district. Cameron Bettin stated he feels a full study is necessary and reminded commissioners that a swap could have a huge impact down the road from the donor of the land.

5. McDaniels Marketing presentation of new Park District website –

Beth Geier of McDaniels Marketing gave tour around the new Park District website. She reviewed various features and noted the new site would go live December 21<sup>st</sup>.

6. Consent Agenda and Approval of the same:

- A. Approval of Regular Meeting Minutes of December 2, 2021.
- B. Approval of the November's Treasurer's Report.
- C. Approval of the bills and payroll for 11/30/21 thru 12/13/21 in the amount of \$100,326.59
- D. Approval of bills to be paid 12/17/21 in the amount of \$130,397.20

Move to accept the Consent Agenda withdrawing approving of the 12/2/2021 Minutes.

Motion: Gary Gillis 2<sup>nd</sup>: Kristen Walraven

All ayes by a voice call vote – motion carried

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

Motion: Gary Gillis 2<sup>nd</sup>: Kyle Cain

All ayes by a roll call vote – motion carried

7. Illinois River Valley SRA Representative Report:

Commissioner Ranney stated no meeting – no report.

8. Fair Board Representative Report:

Commissioner Sue McMillan stated no report.

9. Pekin Park Foundation Report:

Commissioner Gillis reported their next meeting would be Monday, December 20<sup>th</sup>.

10. Executive Director's (ED) Report:

The ED reported Ryan Pnakovich stopped by to present the Park District with a plaque for being a 20-year member.

11. Attorney's Report: No report.

12. Staff Reports:

Keith Knox reported a potential issue with the tennis court surface at Parkside Athletics. He indicated the floor is still under warranty and a rep from the tennis court surface company is coming to check it out.

13. Commissioner Comments: None

14. Unfinished Business: None

15. New Business:

1. Discussion and vote on land swap proposal for the City of Pekin –

Move to table discussion.

Motion: Gary Gillis 2<sup>nd</sup>: Greg Ranney

All ayes by a roll call vote – motion carried

2. Presentation of the 2022 Racquet and Health Fund Budget –

Keith Knox presented the 2022 Racquet and Health Fund Budget. He made the following observations:

- Increased health and corporate membership fees (letter to members and new rates included in meeting packet)
- Has a contract for rental space for a therapeutic masseuse
- Has a contract with Bradley tennis team – new revenue
- Has space for one more renter
- Minimum wage impacted service cleaning fees
- Discontinuing towel exp – IRVSRA will now launder towels
- \$20,00 transfer is new – pay back Park Foundation for equipment purchase
- R&M took big hits last year – hopes to get back to normal
- Les Mills expense will decrease – no on demand and dropping some programs
- Approx. \$25,000 additional revenue due to increases
- Insurance programs remain a concern – discounted fees

Commissioner Gillis noted that he would like to see the letter to members include the investment to the facility while closed due to Covid and to reference the Foundation's loan regarding the new equipment, painting, etc.

3. Presentation of the 2022 General Fund Budget –

Cameron Bettin presented the 2022 General Fund Budget and made the following observations:

- Replacement was figured on a 5-year average
- Donations – Funds received from the Marigold and Winter Wonderland Festivals
- Reimbursements – City of Pekin – Riverfront Park
- Reimbursements – PCSA – Rent for use of LRB
- Lease Income – Tower leases
- Other Receipts – Visa rewards, Pepsi, and Brochure ads
- Transfers in – SRA rent
- Salaries – Admin – Increase due to restructuring and position added
- Software exp – Tyler Software
- Alarm monitoring – new alarm Admin/IRVSRA
- Contractual Services – Admin – website hosting & maintenance, advertising (TV & social media), Google workspace, brochure printing, Engineering fees Parkside HVAC and DragonLand pool painting and repair
- Marketing – new \$10,000
- Capital Improvements – ADA walks, SBA & KPN playgrounds
- Lease/License - bike trail and fire protection Independence and Dirksen Parks; and Golf equipment lease
- Transfer Out – Replacement Tax to Police Fund
- Dues, Subs, Conferences – executive director, marketing/communications superintendent and 1 commissioner
- Admin R&M – entry way and restroom flooring

Scott Clausen made the following observations regarding the parks department budget within the General Fund:

- Salaries – increased due to annual increases and minimum wage
- Contractual Services – added snow removal contract
- Skate park R&M – electrical repairs
- Lagoon Aquatics – new line item – contract with Aquatic Control for lagoon
- Fuels – budgeted at \$3.50 per/gallon
- Turf – increased due to Marigold Fest turf damage
- Trees – increased – 3 very large cotton wood trees to be removed

- Equipment Vehicle Lease – new dump truck, equity gains are paying for lease
- Utility Carts – new line item – lease payments (will trade in, in 5 years)
- Outer Parks – Emergency road in McNaughton Park by turn around

Scott Clausen made the following observations regarding the Pekin Sports Complex department within the General Fund:

- Salaries – up due to annual increases and minimum wage
- New utility cart lease payment

Cameron Bettin noted the plan is to be very careful with operating hours of the concession stand to hopefully break even or have profit.

4. Presentation of the 2022 Special Purpose Fund Budgets –

Cameron Bettin made presented the 2022 Special Purpose Fund Budgets and made the following observations:

- Capital Improvement Fund - \$160,000 2020 remaining bond money
- Health Insurance Fund – doing well and the decrease in premium helps
- Liability Fund – property tax was lowered, receiving more grant money from IPRF, 50% of salary for the asst. to the executive director, and included more money for loss control/safety needs
- IMRF Fund – has a healthy starting cash
- Paving & Lighting Fund – need to adjust R&M paving
- Park District Improvement Fund – replacement fund for police vehicles, replacement fund for Miller Center transportation service, replacement fund for Parkside Fitness equipment.

5. Approval of Ordinance 21 - 4-

Move to approve Ordinance 21-4 “AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF TAXES FOR PEKIN PARK DISTRICT, TAZEWELL AND PEORIA COUNTIES, ILLINOIS FOR THE YEAR 2021”.

Motion: Gary Gillis 2<sup>nd</sup>: Kyle Cain

All ayes by a roll call vote - motion carried.

6. Approval of 2022 renewal quotation received from IPARKS-  
  
Move to approve the renewal quotation received from IPARKS in the amount of \$177,048 for property and liability insurance coverages.  
Motion: Gary Gillis 2<sup>nd</sup>: Kristen Walraven  
All ayes by a roll call vote – motion carried
  
7. Approval of 2022 renewal quotation received from Beazley –  
  
Move to approve the renewal quotation received from Beazley in the amount of \$4,409 for cyber coverage.  
All ayes by a roll call vote – motion carried
  
8. Approval of 2022 renewal quotation received from IPRF-  
  
Move to approve the renewal quotation received from IPRF in the amount of \$83,426 for workers' compensation coverage.  
Motion: Gary Gillis 2<sup>nd</sup>: Sue McMillan  
All ayes by a roll call vote – motion carried.

16. Adjourn:

Move to adjourn.  
Motion: Gary Gillis 2<sup>nd</sup>: Sue McMillan  
All ayes by a voice call vote – motion carried  
Time: 8:21 p.m.

Respectfully Submitted,

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