

PEKIN PARK DISTRICT
MINUTES OF
THE REGULAR BOARD MEETING OF PARK COMMISSIONERS
6:00 p.m. Thursday, December 2, 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 (attendance by phone), Gary Gillis, Paula Helm, Sue McMillan, Greg Ranney and Kristen Walraven. Also in attendance were; Cameron Bettin, Executive Director; Dori Smith, Board Secretary/Asst. to the Executive Director; Michael Seghetti, Park District Attorney; Shawn Powers, Superintendent of Recreation. 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.

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

In compliance with Park District Ordinance 14-4, I move to allow Commissioner Cain to electronically attend this meeting.

Motion: Gary Gillis 2nd: Paula Helm

All ayes by a voice call vote – motion carried.

4. Comments from the public: None

5. Consent Agenda and Approval of the same:

A. Approval of Regular Meeting Minutes of November 18, 2021.

B. Approval of the bills and payroll for 11/17/21 thru 11/29/21 in the amount of \$45,476.27

C. Approval of bills to be paid 12/3/21 in the amount of \$45,877.51

Move to accept the Consent Agenda.

Motion: Greg Ranney 2nd: Gary Gillis

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 2nd: Kyle Cain
All ayes by a roll call vote – motion carried

6. Budget Performance Summary Report – October 2021

Cameron Bettin reviewed the October 2021 Budget Performance Summary Report and made the following observations: In the General Fund the November transfer out of \$524,000 is forgiven Parkside debt and Chip Hill is working with the auditor to make the correction, the tree line item is over budget, Equipment/Vehicle lease/purchases is down – using capital gains earned from truck trade-in, PSC concessions are down \$13,000 – have had conversations and need to have more, Gym and Dance programs are doing well, Arena skate admissions and concessions are doing well, and miniature golf and boats as well. He stated we need to have some serious conversations regarding Soldwedel Program Center – no revenue coming in. The Miller Center's transportation salaries are over and that's a good sign – means usage is up. The Golf Fund is doing well. Club memberships are at 80%, Corporate memberships are down and tennis programs are doing well.

10. Executive Director's (ED) Report:

The ED reported the following:

- Received notification from IPRF that our annual grant for 2022 is in the amount of \$8,913. We will purchase safety items.
- We are using equity gains to make lease payments on our fleet of leased trucks. We have received four and are waiting on two. It may be May or June before we have our full fleet.
- Received a thank you letter from Lymphoma is a Loser for a donation from Parkside Fitness and the Recreation Department
- Receive a thank you letter from the Tazewell County Veterans Assistance Commissioner for use of bleachers for the Veterans Day ceremony at the Courthouse.
- Met with Amy McCoy and Rich Kriegsman regarding a band shell. He stated that he told them he felt the park district would be supportive but they would need to raise the funds for the project and come up with a plan for how it would look and where they would like to see it constructed. He noted he felt it would benefit the community but the park district simply cannot pay for the project.
- He read an email he received from the Donor and then was able to have a conversation. He said the Donor explained there was some homework done on the site and the area purchased was chosen because he felt it was the best property. The Donor doesn't feel the land swap is in the best interest of the park district. The ED also noted that if the decision was to agree to the swap, it may threaten

future support. He stated he feels the City should be told there is no interest in a land swap. He also stated it isn't worth stepping on the toes of the Donor to possibly lose out on future possibilities and he doesn't want to risk ruining the relationship. He noted he would have discussion and a vote on the December 16th agenda.

11. Attorney's Report: No report.

12. Staff Reports:

Shawn Powers reported DragonLand received the 2021 International Silver Award from Jeff Ellis and Associates. He also reported Carrie Smith resigned effective December 16th.

13. Commissioner Comments:

Commissioner Helm thanked Scott Clausen and Shawn Powers for their help with the Winter Wonderland Festival. Commissioner McMillan thanked Commissioner Helm for her participation on the committee. The ED noted that Dori Smith gave Casey Smith information on submitting a picture to IAPD.

14. Unfinished Business: None

15. New Business:

1. Executive Director's presentation of the 2021 Tax Levy –

The ED stated that 2021 Tax Levy would be on the December 16th agenda for approval. He reviewed the Pekin Park District 2021 Tax Levy Presentation that was sent in board packets. He indicated that the rate in the Audit Fund would need to be adjusted (it's slightly over what is allowed). He indicated due to adjustments made, there would be more money for the General Fund. He also indicated that the Levy met standards and was under Truth & Taxation requirement. The total Levy increase is \$92,290 – 3.45% increase. It was also noted the homeowner tax impact comparison of a \$100,000 home was only a .44 cent increase.

2. Presentation of the 2022 Recreation Fund Budget –

Shawn Powers indicated 2021 has been a pretty good year. He made the following observations:

- Salaries in all areas were up due to minimum wage increase.
- Health insurance transfer is up – new employees hired
- Shelter reservation fees were increased

- Bus rentals for camps were increased
- Increased fees for tball and tot soccer to keep up with minimum wage increases.
- Changed operating hours of the Recreation Office to 11:00 a.m. to 8:00 p.m.
- Increased ice rentals fees for the Arena
- A big jump in expenses at the Arena for the dehumidification system maintenance agreement.
- Increase in the Carrier contract for full service
- Utilities are up – anticipated increase in gas
- Increased fees at DragonLand to keep up with minimum wage increase
- Nothing scheduled for Soldwedel Program Center due to the condition of the building – expenses are in the General Fund.

He stated his goal for the year is to be back up to par with staff and will be hiring four positions.

3. Presentation of the 2022 Special Populations Budget (Illinois River Valley Special Recreation Association and the Miller Center) –

Casey Smith noted there was not a lot of change in his budget and made the following observations on the IRVSRA budget:

- Fondulac Park District increased their contribution by \$2,500 a year for the next four years to get to a \$10,000 increase.
- Administrative salaries are down due to him not in the budget effective 1/1/22.
- Program Manager salaries are up due to staffing changes.
- Purchases are up due to the purchase of tables, storage carts for the tables and a golf cart.
- Camp revenue is up due to increased enrollment.
- Special Olympics is increased because of more teams.
- Rental fees are up due to increased room rentals.

He indicated Goals and Objectives for the year would be to support Staff through the transition of him not running the IRVSRA. He would also like to hire an additional part-time employee to help with activities.

Alisha Dault presented the Miller Center budget and made the following observations:

- Building R&M is up – updating the water fountain to incorporate a bottle filler.

- Transportation numbers are up and closer to normal.
- Trip revenue is up – Working with Golden Tours and have six trips planned this year.
- Will make an attempt at the Farmer’s Market again. Need to increase sponsors and get more vendors.
- Rentals are starting to be more normal.
- TCRC salary reimbursement is a new line item. Just \$ in and out.
- Seico cost is up – replacing fire panel.
- Looking at selling the silver car and leasing a new vehicle

She indicated her goals and objectives for the new year were to maintain current status, add programs and trips, increase participation and vendors for the Farmers Market, and open the TCRC Café indoors.

4. Approval of the Blue Cross/Blue Shield health insurance renewal -

The ED noted that the renewal quote came in with a decrease of 7.08%. He noted there was no change to coverage.

Move to approve the Blue Cross/Blue Shield health insurance renewal at an increase of 6.79% for employee health insurance.

Motion: Gary Gillis 2nd: Greg Ranney

All ayes by a roll call vote – motion carried

5. Discussion and approval of Farnsworth Group’s Project Services Agreement Proposal of \$35,500 for the DragonLand Pool Coating Rehabilitation Project –

The ED noted that Shawn Powers reached out to Midwest Engineering and they were not very responsive. He reached out to Farnsworth Group and they were. He indicated there would be two options when the project goes out to bid. They are scheduled to begin the process Monday and hope to be done by pool season. We will not know the costs until bids come in.

Move to approve the Farnsworth Group Project Services Agreement Proposal in the amount of \$35,500 for the DragonLand Pool Coating Rehabilitation Project.

Motion: Greg Ranney 2nd: Paula Helm

All ayes by a roll call vote – motion carried

6. Approval of Ordinance 21-3 –

Move to approve Ordinance 21-3 “An Ordinance Authorizing and Directing the Sale of Certain Excess Property of the District”.

Motion: Gary Gillis 2nd: Kristen Walraven

All ayes by a roll call vote – motion carried

7. Discussion regarding Parkside Fitness Junior Members –

The ED reported the board of commissioners received an email from a current member concerned with the disruption and rudeness of junior members. She suggested the idea of adult supervision for anyone under the age of 18. Keith Knox passed out a letter that was mailed to parents. His letter was to serve as a final warning to all junior fitness pass members that if expectations, rules and policies are not met and followed that moving forward, the minimum result of failure to comply will be a three-month suspension of membership privileges. The verbal warnings are over. He indicated their behavior in the facility has improved.

15. 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: Sue McMillan

All ayes by a roll call vote – motion carried Time: 8:04 p.m.

2. Move to reconvene in Open Session.

Motion: Gary Gillis 2nd: Paula Helm

All ayes by a roll call vote – motion carried Time: 8:38 p.m.

3. Action on Executive Session - None

16. Adjourn:

Move to adjourn.

Motion: Gary Gillis 2nd: Paula Helm

All ayes by a voice call vote – motion carried

Time: 8:39 p.m.

Respectfully Submitted,

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