

PEKIN PARK DISTRICT  
MINUTES OF  
THE REGULAR BOARD MEETING OF PARK COMMISSIONERS  
6:00 p.m. Thursday, July 21, 2022  
At the Mineral Springs Park Robert N. Blackwell Administration Building  
1701 Court Street, Pekin, IL 61554

1. Call to Order:

Vice President Greg Ranney 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: Gary Gillis, Paula Helm, Sue McMillan, Greg Ranney and Kristen Walraven. Absent was; Marv Brown and Kyle Cain. Also in attendance were; Cameron Bettin, Executive Director; Dori Smith, Board Secretary/Asst. to the Executive Director; Michael Seghetti, Attorney; Cory Proehl, Director of Golf; Chip Hill, Business Manager; Casey Smith, Superintendent of Marketing and Communications; Scott Clausen, Superintendent of Parks; Shawn Powers, Superintendent of Recreation; Steve Fitzanko, Chief of Park Police; and Alisha Dault, Miller Center Administrator (arrived 7:07 p.m.). Staff absent was; Keith Knox, Parkside Fitness Manager.

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

4. Comments from the public:

No one from the public was in attendance.

5. Consent Agenda and Approval of the same:

- A. Approval of the June 16, 2022 meeting Minutes (no Minutes for 7/7/22 – meeting was cancelled).
- B. Approval of the June Treasurer’s Report.
- C. Approval of the Bills and Payroll for 6/15/22 thru 7/5/22 in the amount of \$286,752.09. Approval of the Bills and Payroll for 7/6/22 thru 7/18/22 in the amount of \$86,995.17.
- D. Approval of Bills paid 7/8/22 in the amount of \$31,674.76 and bills paid 7/22/22 in the amount of \$82,247.38

Move to accept the Consent Agenda as presented.

Motion: Gary Gillis 2<sup>nd</sup>: Paula Helm

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

Motion: Paula Helm 2<sup>nd</sup>: Gary Gillis

All ayes by a voice call vote – motion carried.

7. Budget Performance Summary Report:

The ED reviewed the 2<sup>nd</sup> quarter report and made the following observations:

- Property Tax as of July is \$1,240,649 – distributed throughout funds
- Replacement Tax received in July was \$380,468
- Stable income down – will be receiving 2<sup>nd</sup> quarter payment 7/15
- Salaries – Admin – Paychex issue and is being adjusted
- Admin software expense – Tyler raised annual fees
- Admin – janitorial supplies – cleaning service expense to be move to contractual services
- Capital Improvements – over due to pool painting project
- Riverfront Park – expense over due to painting gazebo, railings, and some light posts – City will reimburse 50%
- PSC Misc Revenue – expense for reissue of paychecks to be moved
- PSC concession salaries – clock in issue to be adjusted at end of year
- PSC concession operations – grease trap, fire extinguisher inspections, & ice machines not budgeted
- PSC purchase for resale – checking to see if something was miscoded
- Recreation – utility cart lease payments – missed in budgeting – will add when amending budget
- Recreation – brochure advertising – see Casey Smith’s staff report – revenue will be moved to general fund
- Recreation – gym & dance recital salaries – miscoded move to gym & dance salaries
- Water Park admissions – some revenue needs to be moved to “Family Night”
- Water Park salary line items to be adjusted at the end of the season due to miscoding

- Mini Golf – R&M golf holes – on Scott’s to do list, Shawn to order materials
- Boat Operations – Not purchasing a new boat this year due to skyrocketing costs
- IRVSRA salaries – to be adjusted next budget – miscoding
- IRVSRA Special Olympics – still struggling to get participants back due to Covid
- Miller Center reception salaries – are up due to less volunteers and more paid to employees
- Miller Center United Way contribution – will be less this year than budgeted
- Lick Creek – Utility Cart Lease Payments – to be adjusted and moved
- Parkview – salaries pro shop – down
- Golf course expenses down due to April and not all of June’s pay periods are reflected the way they fell
- Parkview R&M Clubhouse – expense up finished inside of Clubhouse
- Parkview concessions operating equipment – miscoded expense moved to purchases for resale
- Parkview Clubhouse – R&M up – air handler repairs
- Parkview – Utility Cart Lease Payments – to be adjusted and moved
- Racquet & Health facility rentals – down, check with Keith on Bradley Agreement payments
- Racquet & Health misc. operations - \$850 expense not budgeted – check with Keith
- Racquet & Health – memberships doing well
- Racquet & Health – Health Operations over budget \$6,300 – check with Keith

8. IRVSRA Representative Report:

Commissioner Ranney stated he felt they have outstanding staff. He reported the following:

- They borrowed a van from Fondulac Park District for SOIL Activities
- Golf is going well with 5 athletes
- Group Homes are still apprehensive to send residents, but it is getting better
- New brochure was sent in meeting packets
- New programs added are as follows: “The Hangout”, Just Dance, Friday Social Hour, and partnered with Rise Community Pekin to offer free programs
- Camp registration is going well

- January 28, 2023 is the date for the sports banquet

He also reported they've had a seven-year-old with behavioral issues that was suspended from camp. Cameron Bettin noted we really aren't equipped to deal with behavioral issues and may need to address at some point.

9. Fair Board Representative Report:

Commissioner Sue McMillan reported the following:

- They meet Tuesday, July 19<sup>th</sup>
- Took their annual tour of fair grounds and buildings
- Had a moment of silence to remember Dennis Hilst
- Approved an expenditure of up to \$18,000 and not to exceed \$21,000 for Burling & Sons Excavating to repair and/or fix issues of drainage under the overpass that connects the Livestock Review Building to the Pole Barns.
- They are bringing back the Royalty Pageant, Ice Cream Social and food stand this year.
- They will have an auction Wednesday of the fair at 6:30 p.m.
- They currently have 160 exhibitors

10. Pekin Park Foundation Report:

Commissioner Gary Gillis reported the Foundation board met on June 20 and July 18.

Items discussed and action taken are as follows:

- Cameron Bettin reported that a contract has been signed with Terra Engineering to begin the study phase of the "Sunken Garden Fountain Project. Surveying of the grounds has also been completed. Terra Engineering will bring forward conceptual ideas and costs at our August meeting.
- The marketing brochure was reviewed again and final version approved. The board agreed to have 1,000 printed at a cost of \$655. The brochures are available for distribution and there is a plan to deliver where appropriate.
- The board approved a request of \$737.35 for equipment and supplies for the Tball program. The board discussed the idea of setting up a separate Finance Committee and then tabled the idea. At the July meeting discussion ensued regarding a large \$221,000 balance in cash for bill paying other possible expenditures at Busey Wealth Management. Chip Hill will consult with them on laddered CDs. It was also suggested to investigate Brokered CD rates at Vanguard. Rates are up significantly from where they've been. They still offer needed liquidity but could earn us a reasonable interest sum.

- At the June meeting the board agreed to an “open funding” plan for Jr. Golf. This will allow small bills to be paid on an on-going basis freeing program from needing board approval on each expenditure.
- Cameron Bettin gave an update on the Bandshell Committee.
- Discussion followed as to how they will raise funds for a professional feasibility study. The Park Foundation will lend its administrative tools as a 501 (c)3 to the fundraising efforts for construction of final project, the question is who serves that role for this feasibility phase. We will investigate consideration of the Pekin Park Concert Band and its capacity since they are also a 501 (c)3.
- Cameron Bettin announced that he will connect with other Foundations to look into a policy for Sponsorship at area events who request our support. This would part of our advertising budget.

11. Executive Director’s Report: (ED)

Cameron Bettin reported the following:

- He has received scope of services from Midwest Engineering to do a study for parking lots, roads, curbs, etc. in Mineral Springs Park
- He is working with Vortex & MSA on options for splash pad renovations at the Riverfront Park
- Otto Baum installed an accessible walk from the sidewalk to the playground at SSBA Park
- Aupperle will be installing an accessible walk to the playground at Kiwanis Park South
- Met with staff individually regarding the Strategic Plan and Health and Wellness Policy
- He and Steve Fitzanko met with City Police and the Marigold Festival Committee regarding the parade
- He and Shawn Powers met with Dwyer Concessions regarding food vending, beverage vending and concessions. He also indicated a letter for breach/default was being sent to PepsiCo
- He, Dori Smith, and Scott Clausen met with Terra Engineering regarding the Sunken Garden Fountain
- He, Shawn Powers and Scott Clausen met with an Eagle Scout regarding construction of a Gaga Ball Pit as a scout project
- He attended the Park Foundation, IRVSRA, and Fair Board meetings
- Keith Knox received a letter from the City of Pekin Fire and Police Commission thanking him for the use of the weight room for the Police Dept. Original Appointment testing as they were unable to use the weight room at Pekin High School
- Reported the park board received an email regarding Bike Trail warning signs on Tazewell Rd being invisible and no bicycle racks at DragonLand. The signs were addressed by trimming trees and

installing new signs and noted there are bicycle racks at DragonLand and sent a picture of the bicycle racks.

- Reported the park board received (2) emails regarding the same swim lesson incident. He indicated that he and Dori Smith met with Mason Carr regarding the complaints. He reported Mason did a complete investigation with the lifeguard staff. He also reported he and Shawn Powers met with Mason. As a result of the investigation, they added an extra lifeguard for lessons as a precautionary measure.
- Reported Kristen Walraven and Kyle Cain had received an email regarding the cleanliness of the restroom in the IRVSRA Rec Center. After investigation it was noted that a full refund was issued immediately and the restroom cleaned from top to bottom and put a plan in place to assure the facilities cleanliness.

12. Attorney's Report:

Michael Seghetti had no report and referred to business items 2 & 3 on the agenda.

13. Staff Reports:

Scott Clausen reported he and Cameron Bettin looked at trees in Mineral Springs Park due to a request for a tree carver doing a carving during the Marigold Festival. Val Springborn will attend the next board meeting with a formal request. He also reported "slippery when wet" signage was installed on the bridges in Coal Miners' Park and removed all Yield signs replacing them with stop signs in Mineral Springs Park and took down (1) stop sign by mini golf and added (2) on Coal Car Drive.

Steve Fitzanko reported Sergeant Willoby resigned his full-time position, but will continue to serve in a part-time capacity. He also reported he hired Chase Gillespie as a new full-time police officer.

14. Commissioner Comments:

Commissioner Gillis reported he will be presenting park history at Rotary.

Commissioner Ranney reported he received a thank you from Judy Steger for a donation made honoring Rosemary Steger.

15. Unfinished Business:

1. Strategic Plan Update –

Cameron Bettin reviewed updates to the Strategic Plan. Updates were as follows:

- Changed target dates on several Objectives and Strategies
- Reworked “Develop annual goals and objectives during the budget process for each department and fund, and summarize the budget presentation in a written format” (Pg 3)
- Reworked “Develop a capital asset inventory, replacement cost and implementation plan (Pg 6) – split out so easier to follow
- “Work with the Pekin Park Foundation to assist in funding improvements – Need to discuss with Park Foundation (Pg 7)
- Added more content to pages 10 and 11

He indicated he would get together with Casey Smith to work on making the document look “pretty”.

2. Continued discussion regarding allowing alcohol in certain park district facilities –

Michael Seghetti stated he “beefed up” specific requirements for permits. He noted the concept is the same as in previous discussions. Cameron Bettin noted he was comfortable with the changes. He noted he did change rental fees slightly. He noted approval will be on the agenda in August.

3. Discussion on the License Agreement for the Vikings hockey group

Cameron Bettin noted he received a rebuttal back from the Vikings and put together a reply for Michael Seghetti and Shawn Powers to review. He reviewed the memo to commissioners sent in board packets that state the adjustments the park district is willing to make. A response will be sent back to Vikings group for their review.

16. New Business:

1. Approval of a Resolution authorizing the negotiation, execution and delivery of Governmental Lease –

Move to approve a Resolution authorizing the negotiation, execution and delivery of Governmental Lease – Purchase Agreement No. 008-0686144-102 dated July 1, 2022 for Lease/Purchase of (2) 30609 Toro Groundskeeper 4000-D with all attachments for use at Par4kview/Lick Creek Golf Courses.

Motion: Gary Gillis 2<sup>nd</sup>: Kristen Walraven  
All ayes by a roll call vote – motion carried

17. Adjourn:

Move to adjourn this meeting.

Motion: Gary Gillis 2<sup>nd</sup>: Paula Helm

All ayes by a voice call vote – motion carried

Time: 7:30 p.m.

Respectfully Submitted,

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