

OFFICIAL PROCEEDINGS OF A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE PLEASURE DRIVEWAY AND PARK DISTRICT OF PEORIA, ILLINOIS, HELD AT 6:00 P.M. ON WEDNESDAY, DECEMBER 11, 2024 HELD AT THE BONNIE NOBLE ADMINISTRATION BUILDING, 1125 WEST LAKE AVENUE, PEORIA, IL

TRUSTEES PRESENT: Trustees Timothy Bertschy, Laurie Covington, Reagan Leslie Hill, Steve Montez, Vice President Alexander Sierra, and President Robert Johnson

TRUSTEES ABSENT: Trustee Joyce Harant

STAFF PRESENT: Executive Director Emily Cahill, Nick Conrad, Scott Loftus, Becky Fredrickson, Scott Loftus, Shalesse Pie, Karrie Ross, Brianna Cobb, Jennifer Swanson, Attorney William Streeter, Attorney Kevin Day, Chief Todd Green, Kristi Shoemaker, Miles Howley, and Alicia Woodworth

1. CALL TO ORDER

President Robert Johnson presided and called the meeting to order at 6:03 pm.

2. ROLL CALL

3. CALL FOR MOTION TO PERMIT TRUSTEE TO ATTEND MEETING ELECTRONICALLY

No Trustees requested to attend the meeting electronically.

4. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

At this time, President Johnson recognized Attorney Streeter's retirement at the end of the year, with this being his last Park District Board meeting. President Johnson thanked him for his years of service and counsel to the Park District. Attorney Streeter thanked the Board and staff stating it was a pleasure to work with everyone the past eight years.

5. MINUTES

5.A. Approval of Minutes of the November 13, 2024 and November 20, 2024 Regular Board Meetings

Trustee Bertschy MOVED TO APPROVE the Minutes of the November 13, 2024 Regular Board Meeting. Motion seconded by Vice President Sierra and carried on the following roll call vote: Trustees Bertschy, Covington, Hill, Montez, Vice President Sierra, and President Johnson. (Results: 6 Ayes; 0 Abstain; 0 Nays).

Trustee Bertschy MOVED TO APPROVE the Minutes of the November 20, 2024 Regular Board Meeting. Motion seconded by Trustee Hill and carried on the following roll call vote: Trustees Bertschy - Aye, Covington - Aye, Hill - Aye, Montez - Aye, Vice President Sierra - Abstain, and President Johnson - Aye. (Results: 5 Ayes; 1 Abstain; 0 Nays).

Trustee Bertschy stated that in regards to the October 2, 2024 Board meeting minutes, he believes it is wrong to deviate from the standard practice of minutes formatting by including a transcript of a particular conversation during that meeting. He does not want to set a new precedent of subjectively including a transcript rather than a summary as has been standard practice. As such, Trustee Bertschy requested that the transcript of the conversation in the

minutes of the October 2, 2024 meeting be included as an attachment, and in its place a short summary of the conversation, as has been customarily done. Then present to the Board for approval at the next meeting in January. Secretary Woodworth stated that she is happy to do so, she was just needing an actual directive to do so.

6. STAFF REPORTS

6.A. Executive Director

Executive Director Cahill thanked the RiverPlex and Marketing teams who worked to revise the RiverPlex website that went live last week. In addition, signage will be updated over the next few weeks so please check it out.

Provided to Trustees tonight is the 2025 Camps & Sports Guide, so please check it out.

Executive Director Cahill stated that staff may reach out to the Board prior to the upcoming holiday to vote upon. The Park District was the recipient of a very generous private gift from someone who is a long-standing supporter of Proctor Recreation Center and is interested in investing in some video equipment to allow for recording of some of the programs that happen there. The video equipment would help augment both Proctor and the photography club that is hosted at Logan through the Moonlight Coalition for Adult Learning. The donor's goal is for the video equipment be in place for the Black History Month celebration at Proctor at the end of February. As such, the IT department works with staff to determine what equipment is needed and if the financial threshold requires Board approval, a phone poll may be needed.

Executive Director Cahill thanked the Peoria City Council that approved in last night's meeting, the allocation of \$450,000 to support some improvements at Columbia Park. Gratitude is expressed to the City for honoring the partnership the Park District and the City of Peoria has and by being able to collaborate together, a vibrant place to live is provided to the community.

6.B. Superintendent of Planning, Design & Construction

Becky Fredrickson presented the November 2024 Project Report and stated that currently, there are no projects materially behind schedule. *Please see Attachment A.*

6.C. Chief of Police

Police Chief Todd Green presented the November 2024 Police Report. *Please see Attachment B.*

7. COMMITTEE REPORTS

7.A. DEIA Committee – Policy Revision/Updates

The DEIA Committee Presents to the Full Board for First Read

Vice President Sierra stated that in October the DEIA Committee presented a policy timeline and a heads up that some policy changes/updates will be forthcoming. As such, before the Board tonight for approval is the DEIA Committee's recommendation for policy updates. The first read was presented at the last meeting on November 20.

Brianna Cobb stated that the first reading of this recommendation was presented to the Board on November 20, and tonight for approval. To further cultivate an organizational culture focused on DEIA tenets and belonging, staff has noted areas of revision and enhancement in our Peoria Park

District Policy Manual. The initial area of revision is the Introduction section of the current version of the PPD Policy Manual.

In addition, after feedback from Trustees, an "Acknowledgement of Our Land's History" has been added to honor the Indigenous populations who originally stewarded this land, laying the foundation for our District's founders. The section once titled "Our Priorities" has been modified to introduce the District-wide "Strategic Commitments," which encompass our priorities along with the commitments to Vibrancy, Environmental Sustainability, Diversity, Equity, Inclusion, and Accessibility. The Welcoming Resolution is included at the close of the Introduction section, reinforcing and emphasizing our commitment to serve and welcome all who live, work, play, and enjoy the District's offerings to the community.

Trustee Montez stated that this is not technically policy. Executive Director Cahill stated that it's an introduction to the policy manual and lets an employee know how it impacts their status. Additional language is added that lets people understand what the Park District's priorities are as an organization and the context in which the policy manual is established. It does not govern employee activity or performance.

Trustee Montez asked if this is actual policy, to which Vice President Sierra replied, technically not. Trustee Montez stated that it's his understanding that if it's in the policy manual, it's considered policy. He does not disagree at all with any of the wording or intent of the introduction. As such, he asks if it's not exactly policy and staff doesn't follow those lines in the resolution, it's not a violation in policy then? If someone operates outside the intent of the resolution? Executive Director Cahill stated that that would be handled in a different way and space.

Brianna Cobb stated that the policy manual introduction is sort of a forward and establishes the framework for which employees are expected to behave and the core competencies the District wants them to have when working with all the people it serves.

Trustee Bertschy stated that Trustee Montez raised a very interesting question and depends on how policy is defined. As such, within the policy manual, does the Park District have a section that identifies consequences for not following policy? Shalesse Pie stated that when a person is hired, they receive the policy manual and sign an acknowledgement that they are in receipt of it and their responsibility is to understand the items within the manual. As a manner of discipline, there is a list of things for which you can be disciplined for in the policy however, not everything is noted. With that, progressive discipline is administered.

Trustee Bertschy stated that the policy manual and its contents apply not only to staff, but Board members as well. As such, trustees can also be disciplined, perhaps through the code of conduct noted in the policy manual, however, he has no problem with the proposed update to the introduction in the manual.

Trustee Montez stated that the only opposition he has to this is the procedure for putting it in the policy manual. Committees make recommendations and anything that is policy related needs to be reviewed by the full board before it goes to the board for a reading. Without that, any committee with just two voting trustees, can approve and forward any type of policy change to

the board and he does not think two board members are enough to forward to the full board for final approval.

Vice President Sierra MOVED TO APPROVE the Policy Revision/Updates that states in the ACKNOWLEDGEMENT OF OUR LAND'S HISTORY "Native American" rather than "Peoria tribes". Motion seconded by Trustee Hill and carried on the following roll call vote: Trustees Bertschy - Aye, Covington - Aye, Hill - Aye, Montez - Nay, Vice President Sierra - Aye, and President Johnson - Aye. (Results: 5 Ayes; 0 Abstain; 1 Nay).

7.B. Finance Committee – Municipal Advisor Agreement

Trustee Bertschy stated that at the last Finance Committee meeting in which six trustees were present, a discussion was had following a presentation by three potential municipal advisors. That discussion led to the Finance Committee voting unanimously to submit Speer Financial Inc. as the municipal advisor to be presented to the full Board for approval.

Karrie Ross stated that in the November 20, 2024 Finance Committee meeting, the committee met with three municipal advisory firms, PMA Public Finance, R.W. Baird, and Speer Financial Inc. After meeting with each firm and committee discussion, the committee voted to recommend to the full board engaging with Speer Financial Inc. for municipal advisory services.

Anthony Miceli, Senior Vice President of Speer Financial Inc., introduced himself to the Board at this time, stating he is thrilled and excited to be considered as the Park District's Municipal Advisor and that he looks forward to working with the District on future bond and financial issues. Trustee Bertschy asked Mr. Miceli since Speer Financial has been in business, how many of this type of municipal advisor engagements have they engaged in, and, how many park districts have they had occasion to work with? Mr. Miceli replied that Speer Financial Inc. has been in business since 1954 and has been a municipal advisor since that time. It's a small company with two offices, in Waterloo, IA and Chicago, IL, and 14 employees. They do approximately 200 transactions a year as municipal advisor throughout both Illinois and Iowa. They currently serve over 90 park districts and forest preserve districts.

Trustee Bertschy MOVED TO APPROVE Speer Financial as the Park District's Municipal Advisor and enter into the Municipal Advisor Agreement on behalf of the District with Speer Financial Inc. Motion seconded by Trustee Covington and carried on the following roll call vote: Trustees Bertschy, Covington, Hill, Montez, Vice President Sierra, and President Johnson. (Results: 6 Ayes; 0 Abstain; 0 Nays).

7.C. Finance Committee – General Fund Over Reserve Request

Trustee Bertschy stated that also at the last Finance Committee meeting, a discussion took place about the use of approximately \$1M out of the District's excess reserve to help support the Golf Learning Center project. The specifics of that are set forth in the materials attached to this agenda. This will leave a remaining approximate \$1.141M in the over reserves. During that Finance Committee meeting, graphs and information was presented showing the impact upon the surplus and why the funds were needed for the Golf Learning Center. The Finance Committee meeting, with six trustees having attended, voted unanimously to recommend to the full Board approval of the use of \$1M over reserve funds for the Golf Learning Center. It is hoped the \$1M will be reimbursed to the Park District by the State.

Karrie Ross stated that in the November 20, 2024 Finance Committee meeting, the committee discussed the District's need to fund a cashflow gap between DCEO capital grant funding for the GLC project. Committee voted to recommend to the full board approval of a \$1,000,000 allocation from the General Fund over reserve balance to the GLC capital project, to ensure the project can proceed on schedule.

Trustee Bertschy MOVED TO APPROVE the General Fund Over Reserve Request of \$1M be used for the Golf Learning Center Project as presented in the agenda materials. Motion seconded by Vice President Sierra and carried on the following roll call vote: Trustees Bertschy, Covington, Hill, Montez, Vice President Sierra, and President Johnson. (Results: 6 Ayes; 0 Abstain; 0 Nays).

8. NEW BUSINESS

8.A. Adoption of 2024 Tax Levy Ordinance

Executive Director Cahill stated that staff recommends Park Board approval of the 2024 tax Levy Ordinance. This Levy Ordinance does not include an amount for bond and interest purposes, as the Peoria County Clerk relies upon the bond ordinances approved when the bonds are sold to establish the levy amount for bond and interest payment needs.

Trustee Bertschy MOVED TO APPROVE the Adoption of the 2024 Tax Levy Ordinance. Motion seconded by Vice President Sierra and carried on the following roll call vote: Trustees Bertschy, Covington, Hill, Montez, Vice President Sierra, and President Johnson. (Results: 6 Ayes; 0 Abstain; 0 Nays).

8.B. Authorization for Preparation of FY 2025 Combined Budget and Appropriation Ordinance

Karrie Ross stated that staff recommends that the Park Board authorize preparation of the 025 Combined Budget and Appropriations Ordinance. As required by Park Code 70 ILCS 1205/4-4, the Ordinance shall be adopted before the end of the first quarter of the fiscal year, and a draft version of the Ordinance shall be available for public inspection for at least 30 days prior to the adoption of the Ordinance. Upon the Board's direction, staff will prepare the Ordinance to ensure the required deadlines are met.

Trustee Bertschy MOVED TO AUTHORIZE the Preparation of the FY 2025 Combined Budget and Appropriation Ordinance. Motion seconded by Vice President Sierra and carried on the following roll call vote: Trustees Bertschy, Covington, Hill, Montez, Vice President Sierra, and President Johnson. (Results: 6 Ayes; 0 Abstain; 0 Nays).

8.C. Authorization to Solicit Proposals for Year 2025 General Obligation Park Bonds

Karrie Ross stated that staff recommends that the Park Board authorize staff to engage with bond counsel, Chapman and Cutler LLP, to solicit proposals for the sale of General Obligation Park Bonds in 2025, and for the President to order the calling of a public hearing concerning the Board's intent to sell General Obligation Park Bonds. Such hearing shall be held at least seven days before the passage of an ordinance providing for the sale of the bonds.

Trustee Bertschy MOVED TO AUTHORIZE Staff to Solicit Proposals for Year 2025 General Obligation Park Bonds. Motion seconded by Trustee Covington and carried on the following roll

call vote: Trustees Bertschy, Covington, Hill, Montez, Vice President Sierra, and President Johnson. (Results: 6 Ayes; 0 Abstain; 0 Nays).

8.D. Revised Marketing Agreement

Jenny Swanson stated that at the October 23 Board Meeting, staff presented a proposed contract with Central States Media to serve as the Peoria Park District's Marketing, Media, and Branding Consultant. This contract was the result of a formal Request for Proposal (RFP) process aimed at enhancing the District's existing marketing efforts and collaborating with staff to develop and execute a comprehensive annual marketing strategy. Following Board direction at the October 23 meeting, staff worked with Central States Media to incorporate language requiring a semi-annual report to the District detailing efforts related to EEO outreach initiatives. Additionally, the contract has been updated to consist of three one-year terms.

Vice President Sierra asked that in regards to when their EEO reports will be made available to Park District staff, the agreement states they will be made 45 days after the six-month period correct? Jenny Swanson stated yes, that is what the Board had requested and when they are available, they will be presented to the Board for review. Vice President Sierra stated that it is hard to have an accountability conversation as it relates to EEO during the contract period and after the completion of a project. As such, Vice President Sierra requested if possible, that staff push those EEO reports to the Board earlier than 45 days.

Executive Director Cahill stated that she wants to honor and thank Central States Media for going on this journey with the Park District, because they really don't have to do that. CSM was willing to come to the table and try to figure out a way to do this that was important to CSM and the Park District. It is something they prioritize as an organization. Their willingness to be a part of this journey is to be recognized and to think about how we all approach this together and where those opportunities are for us to collaborate around internships or other opportunities to improve diversity in the field. This is a lot like some of the other things that have been discussed where diversity is harder, especially locally. Central States Media could have walked away from this and as such, Executive Director Cahill expressed gratitude to them for working with the District. It is empowering to push policy in the way that has been done, but it also takes a willing partner to do that with the Park District and think about these things differently. It's a collaboration that will make us all stronger, but it is a collaboration that should be honored.

Trustee Bertschy MOVED TO APPROVE the Revised Marketing Agreement with Central States Media. Motion seconded by Trustee Hill and carried on the following roll call vote: Trustees Bertschy, Covington, Hill, Montez, Vice President Sierra, and President Johnson. (Results: 6 Ayes; 0 Abstain; 0 Nays).

8.E. 2025 Administrative and Operating Support Agreement between Heart of Illinois Special Recreation Association and The Pleasure Driveway and Park District of Peoria, IL

Executive Director Cahill stated that annually the Peoria Park District and HISRA review and approve an Administrative Support Agreement that outlines the administrative resources and support the District provides HISRA. The attached agreement sets forth the parameters for this support in 2025. The HISRA Board reviewed and approved this agreement at their November Board meeting. There are no substantive changes to the agreement from the 2025 agreement. As such, staff recommends approval of the attached Administrative Agreement between the Heart of

Illinois Special Recreation Association (HISRA) and the Pleasure Driveway and Park District of Peoria, Illinois.

Vice President Sierra MOVED TO APPROVE the 2025 Administrative and Operating Support Agreement between Heart of Illinois Special Recreation Association and The Pleasure Driveway and Park District of Peoria, IL. Motion seconded by Trustee Hill and carried on the following roll call vote: Trustees Bertschy, Covington, Hill, Montez, Vice President Sierra, and President Johnson. (Results: 6 Ayes; 0 Abstain; 0 Nays).

8.F. Corn Stock Theatre 2025 Season Agreement

Becky Fredrickson stated that Becky Fredrickson stated that I in 1966, Corn Stock Theatre (CST) entered into an agreement with the Peoria Park District to formally lease ground at Laura Bradley Park to conduct theatre business. As part of this agreement, which remains in effect, Corn Stock does not pay a fee for the property lease and has provided 100% of the funding for construction of all theatre buildings and their maintenance. This agreement between the Park District and Corn Stock Theatre supplements the original lease agreement, and is designed to provide details for coordination, responsibilities, and services provided by each party specific to the 2025 season. This agreement is revisited annually so that changes can be made as needed for each new season. As such, staff recommends approving the Corn Stock Theatre 2025 Season Agreement.

Trustee Bertschy remarked that he doesn't fully understand the insurance requirements noted in the Agreement. Per the agreement's requirements, there is a liability policy for \$2M for each occurrence and a dram policy with \$1M per occurrence, however, there is nothing noted about the aggregate. Further in the agreement, there's reference to the aggregate but it did not appear that there was a set number on the aggregate amount of the liability the policy should have. Why is that? Becky Fredrickson stated she was not certain why that is and will into it and follow up. This agreement is similar to last year's, with basically just the dates changed to reflect 2025. Trustee Bertschy stated that basically, this may seem like not a big problem, but it becomes a problem when it's a problem and then it can become a really big problem. He doesn't want to hold up the approval of this agreement, but he would like this clarified in the agreement before Board approval.

In addition, Trustee Bertschy stated that it appears that this agreement runs from January 1 to December 31, but appears to show only five shows. As such, why would there be an agreement that runs twelve months when it's only applicable to shows that take place between April 1 and mid-September?

Attorney Streeter stated that he believes Corn Stock Theatre occupies the property year-round, even when they may not have a show. In regards to the aggregate insurance requirements, he is not certain why the agreement does not reflect it, as he has not reviewed this agreement for the past couple years.

Karrie Ross stated that generally, the baseline language that's here is primarily boiler plate provided by PDRMA. The \$2M per occurrence operationally historically, the District has taken the per occurrence to also be the minimum aggregate. It is staff's understanding that PDRMA agreed that Corn Stock has \$2M of coverage. In addition, it applies only to this location. If Corn Stock had

multiple locations, PDRMA is asking their insurance broker to specify that they would have an aggregate of \$2M specific to the property under this agreement. Karrie Ross stated that if the Board would like, staff can confirm this with PDRMA. Trustee Bertschy stated yes, he would like that to be clarified prior to voting for approval of the agreement.

President Johnson asked if this type of agreement is reviewed by legal counsel prior to bringing to the Board for approval? Attorney Streeter stated that he believes that was the case. If agreements don't really change every year, it is not sent to him for review. President Johnson stated that that seems to be a problem to him and requests in the future, when this type of agreement is presented to the Board for approval, legal counsel will have reviewed it. Executive Director Cahill stated yes absolutely.

Vice President Sierra MOVED TO DEFER this item until the next Regular Board meeting. Motion seconded by Trustee Bertschy and carried on the following roll call vote: Trustees Bertschy, Covington, Hill, Montez, Vice President Sierra, and President Johnson. (Results: 6 Ayes; 0 Abstain; 0 Nays).

8.G. 2025 Park Board and Committee Meetings Schedule

The 2025 Park Board and Committee Meetings Schedule was presented to the Board for Receive and File. Executive Director Cahill noted that through discussion during the November 13, 2024, Strategy Ad Hoc Committee meeting, the Board reached unanimous consensus to address all committee-level issues within an extended Strategic Ad Hoc Committee meeting. This meeting will take place prior to Regular Board meetings and will be led by the President, with all Board members having voting authority. This format will be implemented in 2025 as a "test run" to evaluate its effectiveness. In addition, as noted on the calendar, the Finance Committee will meet as Board of the Whole, and the DEIA and Golf Ad Hoc Committees will maintain their current meeting schedule.

President Johnson noted that he does want to start the Citizen Advisory Committee in 2025 and as such, once determined when it will meet, its meetings will be added to the calendar.

9. CALENDAR OF CONSENT ITEMS

- 9.A. Bid: Purchase of Hay and Straw for the Peoria Zoo**
- 9.B. Quote – Janitorial Services at the Equipment Service Center**
- 9.C. Ratification of Phone Poll Item Dated December 2, 2024: GLC Change Order #10**
- 9.D. Engineering Proposal – Central Park Pool**
- 9.E. Engineering Proposal – Lakeview Recreation Center Elevator**

Trustee Bertschy requested items 9.D. and 9.E. be pulled from the consent calendar.

Vice President Sierra MOVED TO APPROVE Calendar of Consent items 9.A., 9.B., and 9.C. Motion seconded by Trustee Hill and carried on the following roll call vote: Trustees Bertschy, Covington, Hill, Montez, Vice President Sierra, and President Johnson. (Results: 6 Ayes; 0 Abstain; 0 Nays).

In regards to items 9.D. and 9.E., Trustee Bertschy stated that with both of these being engineering proposals that only require professional services, what is staff's process for determining who they recommend to the Board? Becky Fredrickson stated that a lot of it is

determined by what type of work it is, i.e. structural, mechanical, electrical, there are only certain consults who specialize in that area.

Trustee Bertschy MOVED TO APPROVE Calendar of Consent items 9.D. and 9.E. Motion seconded by Vice President Sierra and carried on the following roll call vote: Trustees Bertschy, Covington, Hill, Montez, Vice President Sierra, and President Johnson. (Results: 6 Ayes; 0 Abstain; 0 Nays).

10. PENDING BUSINESS

None at this time.

11. CITIZEN REQUEST TO ADDRESS THE BOARD

None at this time.

12. COMMUNICATIONS

None at this time.

13. OTHER BUSINESS

Vice President Sierra wished everyone happy holidays and expressed appreciation and respect of the sacrifices Trustees make in serving on the Board.

Trustee Montez requested that policy approval process and procedure discussion be placed on an upcoming agenda.

President Johnson stated that he has received a lot of positive feedback from several community members about Scott Loftus and expressed his thanks.

14. ACTION STEPS REVIEW

None noted at this time.

15. ADJOURNMENT

At 7:31 pm Vice President Sierra MOVED TO ADJOURN. Motion seconded by Trustee Bertschy and carried by unanimous aye of those present.

Full discussion can be viewed at the following link: <https://www.youtube.com/watch?v=uTOKkkkZ3Os>

Respectfully Submitted by Alicia Woodworth
Executive Assistant and Board Secretary