

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., NOVEMBER 28, 2018 AT THE NOBLE CENTER FOR PARK DISTRICT ADMINISTRATION, 1125 WEST LAKE AVENUE, PEORIA, ILLINOIS.

TRUSTEES PRESENT: Trustees Harant, Rayford, Ryan, Snowden, Vice President Johnson, and President Cassidy.

TRUSTEES ABSENT: Trustee Petty.

STAFF PRESENT: Executive Director Cahill, Deputy Director Wheeler, Attorney Streeter, Attorney Kevin Day, Karrie Ross, Brent Wheeler, Matt Freeman, Shalesse Pie, Mike Miller, Becky Fredrickson, Nick Conrad, Scott Loftus, Greg Walker, Trish Blattenberger, JD Russell, Sue Wheeler, Joe Atkinson, Meg Boyich, , Doug Silberer, Katie Van Cleve, Nicole Staley, and Board Secretary Carley Allensworth.

PRESS PRESENT: None.

OTHERS PRESENT: Mike Van Cleve, 1111 W. Armstrong Avenue, Peoria, IL; Katie Kim of The Kim Group.

1) CALL TO ORDER

President Cassidy presided and called the meeting to order at 6:04 p.m.

2) ROLL CALL

3) PLEDGE OF ALLEGIANCE

4) MINUTES:

4.A Approval of Park Board Minutes of November 14, 2018

Nancy Snowden MOVED TO approve the minutes of November 14, 2018. Motion seconded by Warren Rayford and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nay)

5) STAFF REPORTS:

5.A Executive Director's Weekly Updates of November 13 & 20, 2018

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Executive Director Cahill presented the Executive Director updates of November 13 & 20, 2018.

5.B Police Division Monthly Report

Executive Director Cahill presented the police division monthly report for October 2018.

5.C Parks Division Monthly Report

Superintendent Matt Freeman presented the parks division monthly report for October 2018.

6) COMMITTEE REPORTS:

6.A Planning Committee: Approval of Ash Tree Conveyance

Warren Rayford MOVED TO approve the Ash Tree Conveyance. Motion seconded by Matthew Ryan and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nay)

6.B Finance Committee: Approval of Accounts Payable and Payroll

TRUSTEE SNOWDEN REPORTED THE FINANCE COMMITTEE HAD EXAMINED THE BILLS AND MOVED THAT THE PRESIDENT AND SECRETARY BE AUTHORIZED TO ISSUE ORDERS ON THE TREASURER FOR THE SEVERAL AMOUNTS:

Peoria Park District	Thursday, November 21, 2018
GENERAL	195,160.38
RECREATION	83,944.08
LIABILITY	56.04
MUSEUM	3,311.87
POLICE	5,046.32
BONDED PROJECTS	1,905,987.91
BOND & INTEREST	1,406,230.00
PAVING & LIGHTING	2,194.30
RIVERFRONT EVENTS	8,323.66
DETWEILLER MARINA	1,036.39
GOLF	22,987.13

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HISRA	13,056.75
RIVERPLEX	<u>34,303.75</u>
TOTAL PAYABLES	\$3,681,638.58
PAYROLL #23	\$448,006.45

Nancy Snowden MOVED TO approve accounts payable and payroll. Motion seconded by Warren Rayford and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nay)

7) NEW BUSINESS:

7.A Adoption of an Ordinance Abating the Tax Heretofore Levied for the Year 2018 to Pay Debt Service on \$3,750,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2014B, of the Park District

Nancy Snowden MOVED TO adopt the Ordinance Abating the Tax Heretofore Levied for the Year 2018 to Pay Debt Service on \$3,750,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2014B, of the Park District. Motion seconded by Matthew Ryan and carried on the following roll call vote: Warren Rayford, Matthew Ryan, Nancy Snowden, Robert Johnson, Timothy Cassidy, Joyce Harant. (Results: 6 Ayes; 0 Nays)

7.B Adoption of 2018 Tax Levy Ordinance

Joyce Harant MOVED TO adopt the 2018 Tax Levy Ordinance. Motion seconded by Matthew Ryan and carried on the following roll call vote: Warren Rayford, Matthew Ryan, Nancy Snowden, Robert Johnson, Timothy Cassidy, Joyce Harant. (Results: 6 Ayes; 0 Nays)

7.C Adoption of Annexation Ordinance #366: Glenhaven Estates

Trustee Snowden asked staff how the District tracks these annexations. Staff stated that the District follows the Cities of Peoria and West Peoria annexation schedules.

Trustee Rayford asked if these annexations obligated the District to build any new parks or provide additional services. Staff stated that the District will provide normal programming services to the residents but that there are no additional responsibilities.

Matthew Ryan MOVED TO adopt Annexation Ordinance #366: Glenhaven Estates. Motion seconded by Warren Rayford and carried on the following roll call vote: Warren Rayford, Matthew Ryan, Nancy Snowden, Robert Johnson, Timothy Cassidy, Joyce Harant. (Results: 6 Ayes; 0 Nays)

7.D Adoption of Annexation Ordinance #367: Wiesehan Subdivision

Nancy Snowden MOVED TO adopt Annexation Ordinance #367: Wiesehan Subdivision. Motion seconded by Matthew Ryan and carried on the following roll call vote: Warren Rayford, Matthew Ryan, Nancy Snowden, Robert Johnson, Timothy Cassidy, Joyce Harant. (Results: 6 Ayes; 0 Nays)

7.E Adoption of Annexation Ordinance #368: Chadwick Estates

Matthew Ryan MOVED TO adopt Annexation Ordinance #368: Chadwick Estates. Motion seconded by Nancy Snowden and carried on the following roll call vote: Warren Rayford, Matthew Ryan, Nancy Snowden, Robert Johnson, Timothy Cassidy, Joyce Harant. (Results: 6 Ayes; 0 Nays)

7.F Adoption of Annexation Ordinance #369: Olehy

Joyce Harant MOVED TO adopt Annexation Ordinance #369: Olehy. Motion seconded by Warren Rayford and carried on the following roll call vote: Warren Rayford, Matthew Ryan, Nancy Snowden, Robert Johnson, Timothy Cassidy, Joyce Harant. (Results: 6 Ayes; 0 Nays)

7.G Adoption of Annexation Ordinance #370: Farmington Road

Trustee Ryan asked if the landowners of these parcels agree with these annexations. Staff stated that, based on the agreements with the City of Peoria, the landowners agree.

Nancy Snowden MOVED TO adopt Annexation Ordinance #370: Farmington Road. Motion seconded by Joyce Harant and carried on the following roll call vote: Warren Rayford, Matthew Ryan, Nancy Snowden, Robert Johnson, Timothy Cassidy, Joyce Harant. (Results: 6 Ayes; 0 Nays)

7.H Adoption of Annexation Ordinance #371: Kickapoo Creek Road

Matthew Ryan MOVED TO adopt Annexation Ordinance #371: Kickapoo Creek Road. Motion seconded by Warren Rayford and carried on the following roll

call vote: Warren Rayford, Matthew Ryan, Nancy Snowden, Robert Johnson, Timothy Cassidy, Joyce Harant. (Results: 6 Ayes; 0 Nays)

7.I Approval of Bond Issue 2019

Vice President Johnson asked staff to confirm that there would still be a conversation about upcoming necessary improvements at Owens Center. Staff confirmed that those improvements are discussed in the Capital Improvement Plan.

Nancy Snowden MOVED TO approve the 2019 Bond Issue. Motion seconded by Matthew Ryan and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nay)

7.J Approval of Proposed Resolution 136-11: Amending Policy Manual Regarding Sexual Harassment

Trustee Ryan asked staff confirm that the only change in this resolution is the length of the reporting period. Staff confirmed that the only change to the policy was the reporting period increasing from 180 days to 300 days.

Nancy Snowden MOVED TO approve Resolution 136-11: Amending Policy Manual Regarding Sexual Harassment. Motion seconded by Joyce Harant and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nay)

7.K Approval of Proposed Resolution 136-12: A Resolution Identifying Peoria Park District as having Safe and Welcoming Parks and Facilities for All Resident and Visitors

Trustee Snowden asked staff if there had been an incident or problem where ICE has come to the District. Staff stated there have not been any incidents of that nature. Trustee Harant stated that she believes this proposed resolution is in response to issues that have been happening in the area and to ensure that District staff members know what the District's policy and stance are on the issue.

Trustee Snowden explained that she believes the District should continue to follow the law and that taking a stance on this type of issue might open the District up to unwanted problems. She added that she believes this is a political statement.

Trustee Harant stated that she believes this resolution would be a message to people, both undocumented and documented, that the District will not participate in stereotyping. She added that this would be an overarching policy so the District is proactive in the event an incident were to occur. Further, she added that the proposed resolution would be in place to avoid situations where District staff would be acting as immigration officials. She also stated that this policy would let undocumented park users know that they do not have to worry about reporting incidents to Park Police for fear of being picked up by ICE.

Trustee Snowden stated that she believes the District already has policies in place on what to do if information is requested by an official, ICE or otherwise. She added that she believes this proposed policy is inappropriate and is not a statement the District should be making. She stated that she does not believe it is the District's role to make this statement and that she strongly believes the proposed resolution should not be approved.

Trustee Harant explained that she strongly believes the proposed resolution should be approved in order to let all people know the Park District is a welcoming place.

Vice President Johnson stated that he would like more time to research this topic and motioned to table this agenda item until there has been such time to collect more information. Motion seconded by Trustee Rayford and carried on the following roll call vote: Trustees Rayford and Ryan, Vice President Johnson, and President Cassidy voting "Aye"; Trustees Harant and Snowden voting "Nay". (Results: 4 Ayes; 2 Nay)

Vice President Johnson directed staff to reach out to the Illinois Association of Park Districts to get their opinion on the proposed resolution. Staff will do the same and provide the information to the Board prior to the next Board meeting.

After further consideration, Vice President Johnson motioned to change his tabling of this agenda item to a deferment until the December 12, 2018 Board meeting. Motion seconded by Trustee Rayford and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nay)

7.L Approval of Resolution 136-13 Expressing the Official Intent of the Pleasure Driveway and Park District of Peoria, IL and Directing Preliminary Action to Enter into a Lease Agreement with 6035 Knoxville LLC for the Leasing and

Development of Parcel 14-16-327-008, Located at 6035 N. Knoxville Ave., Peoria, IL 61615

Trustee Snowden asked staff to confirm that the changes discussed in executive session would be reflected in the final version of the resolution. Staff confirmed they would make all the changes.

Matthew Ryan MOVED TO approve Resolution 136-13 Expressing the Official Intent of the Pleasure Driveway and Park District of Peoria, IL and Directing Preliminary Action to Enter into a Lease Agreement with 6035 Knoxville LLC for the Leasing and Development of Parcel 14-16-327-008, Located at 6035 N. Knoxville Ave., Peoria, IL 61615. Motion seconded by Warren Rayford and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nay)

7.M Approval of 2019 Park Board and Committee Meetings Schedule

Nancy Snowden MOVED TO approve the 2019 Park Board and Committee Meetings Schedule. Motion seconded by Matthew Ryan and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nay)

7.N Receive and File Capital Improvement Plan 2019-2023

Warren Rayford MOVED TO receive and file the Capital Improvement Plan for 2019-2023. Motion seconded by Robert Johnson and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nay)

7.O Authorization to Solicit Proposals for Year 2019 General Obligation Park Bonds, Series 2019A and 2019B

Robert Johnson MOVED TO authorize staff to solicit proposals for year 2019 General Obligation Park Bonds, Series 2019A and 2019B. Motion seconded by Matthew Ryan and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nay)

7.P Authorization for Preparation of FY 2019 Combined Budget and Appropriation Ordinance

Warren Rayford MOVED TO authorize staff to prepare the FY 2019 Combined Budget and Appropriation Ordinance. Motion seconded by Matthew Ryan and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nay)

7.Q Review of Proposed Policy, Rules and Regulations Revision: Part II, Section III, Subsection 3.04 – Purchasing/Sales (Bids/Quotations/Requests for Proposals)

Staff stated that the U.S Office of Management and Budget (OMB), oversees policy, budget, management and regulations relating to the use of federal dollars. The OMB has published final guidance entitled: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), which establishes standards for all entities receiving grant dollars that are either partially or fully funded by the federal government. In order for the District to receive federal funding in the future we must comply with this guidance. The District's current purchasing policy does not contain the necessary language to be in compliance with the guidance and must be updated. The additional language will only apply to projects funded in full or in part by federal funds.

Staff recommends approval of this proposed policy change at the December 12, 2018 Board meeting.

8) CALENDAR OF CONSENT ITEMS: Trustee Ryan requested that agenda item 8.A be removed from the Calendar on Consent. Trustee Harant requested agenda item 8.C be removed from the Calendar of Consent.

8.A Quote: 2019 Annual Plants and Flowers

Trustee Ryan asked how this quote compares to the amounts in past years. Staff stated that this is close to what is has been in the past. Staff added that the same vendor has been submitting this quote for years.

Trustee Ryan asked if these plants and flowers are something that can be grown in house. Staff stated this is not something the District has the capacity to handle in house.

Trustee Ryan asked staff if perennials could start to be incorporated throughout the District so annuals do not have to be purchased every year. Staff stated that they have started to switch some of the plants and flowers from annuals to perennials.

Matthew Ryan MOVED TO approve the quote for 2019 annual plants and flowers. Motion seconded by Joyce Harant and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nay)

8.B Quote: Janitorial Services at Lakeview Recreation Center

Warren Rayford MOVED TO approve the quote for janitorial services at Lakeview Recreation Center. Motion seconded by Matthew Ryan and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nay)


8.C Bid: 2019 & 2020 Fuel

Trustee Harant asked why the District is paying a markup on the fuel. Staff stated that the prices are quoted like a wholesale price based on the Opis report.

Joyce Harant MOVED TO approve 8.C) Bid: 2019 & 2020 Fuel. Motion seconded by Matthew Ryan and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nay)

- 9) **PENDING BUSINESS:** None.
- 10) **CITIZEN REQUEST TO ADDRESS THE BOARD:** None.
- 11) **COMMUNICATIONS:** None.
- 12) **OTHER BUSINESS:** None.
- 13) **ADJOURNMENT**

At 6:55 p.m., Warren Rayford MOVED TO adjourn. Motion seconded by Matthew Ryan and carried on unanimous voice vote. (Results: 6 Ayes; 0 Nays)



Carley M. Aljensworth, Secretary of the Board