

OFFICIAL PROCEEDINGS OF A REGULAR MEETING OF THE FINANCE COMMITTEE/BOARD OF THE WHOLE THE PLEASURE DRIVEWAY AND PARK DISTRICT OF PEORIA, ILLINOIS, HELD AT 6:00 P.M., WEDNESDAY, MARCH 11, 2020 AT THE NOBLE CENTER FOR PARK DISTRICT ADMINISTRATION, 1125 WEST LAKE AVENUE, PEORIA, ILLINOIS.

TRUSTEES PRESENT: Trustees Cassidy, Harant, Petty, Williams, Vice President Ryan, and President Johnson.

Trustee Williams joined the meeting at 5:18 p.m.

TRUSTEES ABSENT: Trustee Snowden.

STAFF PRESENT: Executive Director Emily Cahill, Deputy Director Brent Wheeler, Attorney Bill Streeter, Attorney Kevin Day, Superintendent Karrie Ross, Superintendent Shalesse Pie, Superintendent Becky Fredrickson, Superintendent Matt Freeman, Mike Miller, Mike Friberg, Willie Howe, and Board Secretary Carley Allensworth.

1) CALL TO ORDER

President Johnson presided and called the meeting to order at 5:07 p.m.

2) ROLL CALL

3) MINUTES

3.A Approval of Special Meeting Minutes of January 15, 2020

Robert Johnson MOVED TO approve special meeting minutes of January 15, 2020. Motion seconded by Joseph Cassidy and carried on unanimous voice vote. (Results: 5 Ayes; 0 Nays)

3.B Approval of Closed Session Minutes of January 15, 2020

Joseph Cassidy MOVED TO approve closed session minutes of January 15, 2020. Motion seconded by Robert Johnson and carried on unanimous voice vote. (Results: 5 Ayes; 0 Nays)

3.C Approval of Minutes of February 26, 2020

Joseph Cassidy MOVED TO approve Minutes of February 26, 2020. Motion seconded by Jacqueline Petty and carried on unanimous voice vote. (Results: 5 Ayes; 0 Nays)

3.D Approval of Closed Session Minutes of February 26, 2020

Matt Ryan MOVED TO approve closed session minutes of February 26, 2020. Motion seconded by Robert Johnson and carried on unanimous voice vote. (Results: 5 Ayes; 0 Nays)

4) NEW BUSINESS

4.A Review of Accounts Payable

Committee reviewed and discussed accounts payable as presented.

The committee will recommend Park Board authorization for payment of bills as submitted.

5) OTHER BUSINESS

Kellogg Water Main Repair

Executive Director Cahill stated that staff has been working since July 2019 to get the water main at Kellogg Golf Course replaced because it was aging and in poor condition. Before it could be fixed, the water line broke on February 29, 2020. The water main goes through a condominium complex that borders the golf course and the District has an easement granting access to the line. However, due to the placement of utility lines after the water line was laid, there is no way to actually get to the water main break. District staff and legal counsel have been in contact with the condo association for the complex to put a new easement in place so the line can be replaced; however, the condo association board has not yet approved the easement.

Trustee Petty asked if it was right for other utility companies to put their lines over the water pipe. Staff stated that yes, it is normal for other utility lines to be placed over water lines because water lines have to be buried so far underground. Staff added that the repair crew would normally go under the utility lines to replace the pipe but this water line is too large and will not bend enough to accommodate the other lines.

President Johnson asked what the next step would be if the condo association does not approve the new easement. Staff stated that they have a “plan B” that would utilize a

hose to dig a hole for the pipe that would not damage the other utility lines. However, that tactic is not guaranteed to work.

Trustee Petty asked if there is a way to make sure that the District does not run in to this type of problem with future easements. Staff stated that there exclusive easements where only the District would be able to use the area; however, the typical easement granted is non-exclusive. Staff added that this easement was granted in the 1970s, which was prior to most of the other utilities existed.

President Johnson asked if the District can move forward with the replacement without the approval of the condo association. Staff stated that the contractor will not do the work without the appropriate easement in place.

Trustee Cassidy asked what the repercussions could be for continuing to wait to fix the broken line. Staff stated that there are potential negative impacts to the course. Staff and legal counsel are currently exploring other options that could fix the problem.

Trustee Petty asked who the contractor for the project will be and if they are EEO compliant. Staff stated that Walker Excavating will be the contractor and that they are EEO compliant. Staff added that Walker Excavating has worked with the District on several occasions.

Staff will continue to provide the Board with updates as information becomes available.

Innovation and Concessions throughout the District

Executive Director Cahill stated that staff has been working hard to reimagine and rebrand concessions operations throughout the District. She explained staff's vision, which was created with the help of an outside consultant who specializes in these types of operations. (See attached for full presentation.)

Trustee Petty stated that this re-imagination has been discussed before and it never came to pass. Staff explained that the District has never brought in food and beverage experts to help with the process and the operations systems.

Trustee Harant encouraged staff to think about promotion of these concessions operations in a way that anyone could come to the facility to purchase food. Staff stated that they are exploring that type of promotion and that certain facilities are easier to access than others due to ticketing processes.

Trustee Petty asked if additional staff would be hired for this concessions plan. Staff stated that the plan uses existing staff and may reassign certain staff to cover food and beverage operations.

Staff will continue to keep the Board updated as this process continues.

Glen Oak Park Re-Imagining

Staff explained that they have been working on a plan for a Glen Oak Park re-imagining, which would include installation of the new pickleball courts. (See attached for tentative plan.)

Trustee Harant stated there is nothing unique about the pickleball courts, except the installation of shelters near the courts. She added that, without vertical fencing, users will have to chase balls all over the court. Staff stated that they have chosen not to install the vertical fencing because, the more holes in the court from penetration, the more cracks appear in the courts.

Trustee Petty suggested using removable nets to separate the courts. Staff will explore the feasibility of temporary nets.

Trustee Ryan asked what materials will be used for the courts and how thick the courts will be. Staff explained that the courts are made out of asphalt and aggregate and will be about 2.5 inches thick.

6) ADJOURNMENT

At 6:00 p.m., Jacqueline Petty MOVED TO adjourn. Motion seconded by Matt Ryan and carried on unanimous voice vote. (Results: 5 Ayes; 0 Nays)

Carley M. Allensworth, Secretary of the Board

Concessions Consultant





- Rebranding the Concession operations
- Re-negotiating food and drink agreements
- Creating signature food and drink items
- Replacing pre-packaged food options with freshly made alternatives
- Updating the kitchens and adding appropriate food preparation equipment



- Creating systems that will allow us to sell freshly made products in a timely manner
- Improving the aesthetics of the areas used to enjoy food and beverage
- Incorporating food and beverage promotions into the operations
- Creating a mobile unit that can be used to capture food and beverage sales at PPD special events