

OFFICIAL PROCEEDINGS OF A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE PLEASURE DRIVEWAY AND PARK DISTRICT OF PEORIA, ILLINOIS AT 6:00 P.M. ON WEDNESDAY, OCTOBER 25, 2023 HELD AT THE BONNIE NOBLE ADMINISTRATION BUILDING, 1125 WEST LAKE AVENUE, PEORIA IL

TRUSTEES PRESENT: Trustees Joyce Harant, Reagan Leslie Hill, Alexander Sierra, Vice President Laurie Covington, and President Robert Johnson.

TRUSTEES ABSENT: Trustees Timothy Bertschy and Steve Montez.

STAFF PRESENT: Executive Director Emily Cahill, Brent Wheeler, Attorney William Streeter, Attorney Kevin Day, Becky Fredrickson, Matt Freeman, Todd Green, Scott Loftus, Christina Mitchell, Shalesse Pie, Karrie Ross, Doug Silberer (v), Nicole Staley (v), Jenny Swanson, Nyk Sutter-Downs (v), Greg Walker, Sue Wheeler (v), and Alicia Woodworth.
Note: (v) = Attended Virtually

OTHERS PRESENT: None

1. CALL TO ORDER

President Johnson presided and called the meeting to order at 6:01 pm.

2. ROLL CALL

3. MOTION TO PERMIT TRUSTEE TO ATTEND MEETING ELECTRONICALLY

No request to attend meeting electronically was received.

4. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

5. MINUTES

5.A. Approval of Minutes of September 13, 2023, September 27, 2023, and October 4, 2023 Regular Board Meeting

Vice President Covington MOVED TO APPROVE the September 13, 2023, September 27, 2023, and October 4, 2023 Regular Board meeting minutes. Motion seconded by Trustee Harant and carried on the following roll call vote: Trustees Harant, Hill, Sierra, Vice President Covington, and President Johnson. (Results: 5 Ayes; 0 Nays).

6. STAFF REPORTS

6.A. Executive Director

Executive Director Cahill thanked everyone involved in last week's Lakeview Park After Dark (LVPAD) event held October 19-21. It was an amazing and successful event that saw diverse community engagement and that was a large positive culture builder with District mission-driven impact. As compared to last year's event, there were 222 more cars than went through and \$11,000 more in patron income and \$9,000 more in sponsor support. The positive culture building experience for District staff included enjoying spirit week, cross-departmental involvement in all phases of the event and many staff members volunteering. The mission-driven impact included community access, engagement, diversity, innovation and vibrancy. A huge thank you to all involved!

All Trustees in attending tonight's Board meeting stated they attended LVPAD and expressed their genuine gratitude for providing such an amazing event.

6.B. Superintendent of Planning, Design & Construction

Becky Fredrickson presented the September 2023 Project Report and stated that currently, there are no projects materially behind schedule. *Please see Attachment A.* Of particular note, Logan Park playground and site improvements are just about completed.

6.C. Chief of Police

Chief Todd Green presented the September 2023 Police Activity Report. *Please see Attachment B.*

7. COMMITTEE REPORTS

7.A. Diversity Equity Inclusion and Accessibility Committee - Minutes of 9.19.23 Meeting

Trustee and DEIA Committee Chair Sierra presented the approved 9.19.23 meeting minutes for Board review. Of particular note, the acquisition of track chairs was initiated by Trustee Bertschy. The directive as of the 10.17.23 DEIA Committee meeting is for staff as well as Trustee Bertschy to continue to identify what it would look like to acquire and operate the track chairs, and then present a plan to the DEIA Committee. Once that plan is presented, the Committee will move forward accordingly. Also, of note is the hiring of the District's DEIA Officer where staff has identified potential candidates. The DEIA Committee is working to identifying the second-round panel interview participants.

7.B. Golf Advisory Ad Hoc Committee - Minutes of 8.14.23 and 9.11.23 Meetings

The Golf Ad Hoc Advisory Committee Presented the approved 8.14.23 and 9.11.23 meeting minutes for Board review. Emily Cahill stated that the October 9 meeting was the last meeting of the year. One of the takeaways from this fall was a conversation that the Committee had focused around trying a renumbering of the Kellogg Golf Course. Approximately 40 responses have been received from a survey and so far, it is well-received. Monitoring of this will continue. A final decision will need to be made by the end of the year whether the renumbering will remain or keep it the way it was.

7.C. Planning Committee - Minutes of 9.5.23 Meeting

Vice President and Planning Committee Chair Covington presented the approved 9.5.23 meeting minutes for Board review.

8. NEW BUSINESS

8.A. Approval of HISRA 2023-24 Administrative Agreement

Emily 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. As part of a discussion with PDRMA in November 2022, their legal counsel identified some areas in the current agreement that need to be clarified and updated. As such, staff has worked with legal counsel from both organizations to finalize the new agreement. Because of the late date, we are asking that this agreement be approved to cover both 2023 and 2024. The HISRA board approved this document at its October board meeting. As such, staff requests Board approval of the administrative agreement by and between the Heart of Illinois Special Recreation Association (HISRA) and the Peoria Park District for 2023-2024.

Trustee Harant asked what some of the major changes/modifications were. Attorney Streeter stated that the biggest one was clarifying that if there is any liability caused by HISRA staff, it is the responsibility of HISRA. It is a unique structure where HISRA staff is on Park District payroll. If something happens, it was important to determine who was responsible. Attorney Streeter went on to say that the Park District wanted to make it absolutely clear that HISRA is responsible and they indemnify the District if anything happens.

Trustee Harant stated that HISRA has its own director and she manages the HISRA staff, yet HISRA is following the Park District's personnel policies. As such, how is it that the Park District can enforce its policies? What are the checks and balances so that we know our policies are being adhered to and if they aren't, what can be done about it? Emily Cahill stated those are great questions and are some of the reasons that the Park District wanted to clarify it from years prior. The purpose of the Administrative Agreement is because the Park District serves as the fiscal agent and HISRA doesn't have their own policy manual or their own processes, that if the Park District is going to provide administrative support in areas like finance or HR, they are agreeing to use the Park District's policy manual as their guide. Prior to this modification of language, if HISRA did something outside of the policy manual, the Park District held that liability. There was no recognition of the fact that they had enough independence that they would be held responsible and liable for that, rather than the Park District. If the Park District is going to serve as that administrative function and provide those supports to them, so HISRA doesn't have to have all of that infrastructure themselves, then the Park District's requirement is they have to operate like other parts of the Park District. The Park District has two seats on the HISRA board. The HISRA Director reports to that board and as such, the Park District tries to monitor that and provide reports to them about any issues that might arise as part of day-to-day operations. Until HISRA is prepared to consider some sort of independence, this is the path that limits the Park District's liability to the greatest extent but allows the District to still serve in that role without having a double set of standards that are different for the two organizations. Language was added that if HISRA does not adhere to those policies, the District reserves the right to terminate the agreement.

Trustee Sierra commented that he's always had concern about the Park District partners and collaborates with HISRA, just because it is so uniquely designed. In #3 of the agreement, it states that HISRA employees are considered employees of the Park District for purposes of withholdings. Then later in the agreement, it seems that the Park District tries very intentionally to make sure that although they are Park District employees, the District is trying to limit the liability associated with their employment. As such, can that please be explained a bit more clearly? Attorney Streeter stated that it is a unique structure, but there is a section in the Park District Code that really contemplates this kind of structure. With a group of park districts getting together to form another organization, one of the park districts needs to take the role as administrative agency to handle payroll and those sorts of things. Acknowledging we have that structure, we still want HISRA and the Board, and to the extent they're independent, we want them to be responsible for what they and their staff do.

Trustee Harant MOVED TO APPROVE the HISRA 2023-24 Administrative Agreement. Motion seconded by Trustee Sierra and carried on the following roll call vote: Trustees Harant, Hill, Sierra, Vice President Covington, and President Johnson. (Results: 5 Ayes; 0 Nays)

8.B. Policy Revision - Electronic Attendance at Meetings

Presented for approval after the first read was presented at the 10.4.23 Board meeting, Emily Cahill stated that recently, the Open Meetings Act was revised to allow remote attendance due to unexpected childcare obligations. As such, this new exception is added to the Park District's Electronic Attendance Policy.

Trustee Sierra MOVED TO APPROVE the Policy Revision – Electronic Attendance at Meetings. Motion seconded by Trustee Hill and carried on the following roll call vote: Trustees Harant, Hill, Sierra, Vice President Covington, and President Johnson. (Results: 5 Ayes; 0 Nays)

8.C. Pre-Travel Authorization for President Johnson to Attend IAPD Legal Symposium

As required by state law and Peoria Park District policy, provided is the pre-travel cost estimate for Board President Robert Johnson to attend the 2023 IAPD Legal Symposium in Oak Brook, IL on November 2, 2023. Trustees of the Board are required to complete the process by providing a post-travel audit of expenses including itemized receipts, which will also be presented to the Board for consideration.

Trustee Sierra MOVED TO APPROVE the Pre-Travel Authorization for President Johnson to Attend the IAPD Legal Symposium. Motion seconded by Trustee Hill and carried on the following roll call vote: Trustees Harant, Hill, Sierra, Vice President Covington, and President Johnson. (Results: 5 Ayes; 0 Nays)

9. CALENDAR OF CONSENT ITEMS

9.A. Purchase of LED Electronic Message Centers for the Peoria Zoo per Sourcewell Contract #030223

9.B. Bid: HISRA Roof Coating

9.C. Bid: 2024 Golf and Groundskeeping Supplies

9.D. Bid: Purchase of Hay and Straw for the Peoria Zoo

9.E. Bid: 2024 Golf Range Balls

Trustee Harant asked in regards to item 9.B., does that come out of HISRA's budget? Emily Cahill stated yes.

Trustee Harant MOVED TO APPROVE Calendar of Consent items 9.A. thru 9.E. Motion seconded by Trustee Sierra and carried on the following roll call vote: Trustees Harant, Hill, Sierra, Vice President Covington, and President Johnson. (Results: 5 Ayes; 0 Nays).

10. PENDING BUSINESS

None at this time.

11. CITIZEN REQUEST TO ADDRESS THE BOARD

None at this time.

12. COMMUNICATIONS

12.A. Thank You

Thank you note from St. Jude Children's Research Hospital was received.

12.B. Kroger Community Awards

Kroger Community Awards of \$78.18 was reported received.

12.C. Email Re: Madison Golf Course

An email was received from a patron about the great conditions experienced at Madison Golf Course.

13. OTHER BUSINESS

President Johnson asked if the Park Board receives a regular report from the Peoria Zoological Society (PZS). Emily Cahill stated that he receives minutes, agendas, and reports, as he's on the PZS Board. President Johnson stated he would like a PZS report be provided to the Park Board on a regular basis. Vice President Covington stated she would be glad to do that.

14. ACTION STEPS REVIEW

None given at this time.

15. ADJOURNMENT

At 6:51 pm, Trustee Harant MOVED TO ADJOURN. Motion seconded by Trustee Hill and carried on the following roll call vote: Trustees Harant, Hill, Sierra, Vice President Covington, and President Johnson. (Results: 5 Ayes; 0 Nays).

Respectfully Submitted by Alicia Woodworth
Executive Assistant and Board Secretary

**PLANNING, DESIGN, CONSTRUCTION DIVISION
MONTHLY PROJECT REPORT
SEPTEMBER 2023**

PROJECTS IN PLANNING AND/OR DESIGN	PROJECTS OUT TO BID/QUOTE	PROJECTS UNDER CONSTRUCTION	COMPLETED PROJECTS
Bike Trail Repave North Section Bradley Ballfield Dugout Improv. Bradley Upper Slide Replace Camp Wokanda Lodge Siding - Ph. 2 Cassidy Walking Paths Cassidy Pier Upgrades Charter Oak Path Replace - Ph.1 Detweiller North Road Inlets Replace Detweiller Restroom Building Improvements Detweiller Connect to Public Water - Bore Donovan Covered Storage Bldg FPNC Valley Loop Trail Bridges - Upgrades FRC Sidewalk by Concession Bldg GLC Main Tee Improvements GLC Improvements - DCEO Grant GLC Irrigation Improvements Golf Cart Path Improvements Gun Range Road Improv. GVD Lower Bridge Column Repair GVD Lower Sediment Basin Improvement GVD Pavilion Move GVD Pavilion Floor Repairs GVD Erosion Repair at Grand View Ave Gwynn Asphalt Paths Kellogg Culvert Replace on #1 Lakeview Family Aquatic Center - Demo Lakeview Park Reline Culvert Lakeview Splashpad Luthy Conservatory Boiler Burner Replace Madison Extend Irrigation on #2 Madison Lean-To on Service Building Madison Concrete NE of Clubhouse Repl. Morton Sq. Sidewalks Newman Replace Irrigation Pump Newman Replace Steps on Tee #1 Noble Center Ice/Snow Guards - Serv. Entr. Owens Back Bridge Decking Replace Peoria Zoo Path Lights PlayHouse Slate Roof Replace Pond Aerators Proctor Polish Locker Room Floors Proctor Balcony Upgrade Sommer Farm Living History Utility Improv. Tawny Oaks Visitor Center A/C Tawny Oaks House Garage Roof	HISRA Roof Coating Lakeview Rec Flooring Proctor Library Flooring	Bicycle Safety Town Bridge Handrail Upgrade Bike Trail Underdrains at Bishop Camp Wokanda Iroquois Cabin Windows Camp Wokanda Replace Well Transformer Detweiller Mill & Repave N. Road Edges FPNC Shelter FPNC ADA Access Improvements FPNC Exterior Door Replacement FRC Door Replacements GLC Netting & Poles Glen Oak Electric Train Glen Oak Lagoon Path Glen Oak Lagoon Fence Removal Glen Oak Playground Replacement Glen Oak Site Work Kellogg Pump House B/F Preventor Repl. Kellogg Serv. Bldg Siding Repairs/Staining Logan Shelter Logan Site Improvements Logan Playground Morton Square Site Improvements Newman Storage Bldg Noble Center Lower NW Doors Repl Owens Generator Radiator Replace Players Boiler Replace Proctor Gym Roof Proctor Skylights Improv. RiverPlex Locker Room Renov. Ph. 2 Bold Type indicates projects that have moved to a new column since last month.	Camp Wokanda Shower House Furnace Repl. Detweiller House Carpet Detweiller Cross Country Bridge/Culvert Districtwide Chip & Seal 2023 Donovan Pump House Roof Replace ESC Vestibule Roof ESC A/C Unit Over Planning FPNC Office Floor Replace FRC Recoat Roof Glen Oak Swing Gates on Roads (2) Golf - Three Forward Tees Gun Range Asphalt Overlay & Striping Gun Range Shelter Replacement GVD Storage Building Roof Replacement GVD Full Depth Patching Gwynn Pool Painting Kellogg Lake Drain Tube on #6 Kellogg Pump House Door Kellogg Storage Bldg Kellogg Walking Bridge on #2 Logan HVAC Rooftop Unit Madison Pump House B/F Preventor Repl. Newman Chemical Bldg Newman Replace Isolation Valves Newman Irrigation Control/Satellite Boxes Noble Center Front Doors Noble Center Exterior Building Paint Owens Front Doors Owens Interior Painting Owens HVAC Repairs Owens Gas Heaters over Rink #1 Peoria Zoo Red River Hog Fence Improv. Players Basement Dewatering Syst. Players 3-Way Valve Replacement PlayHouse Parking Lot Improv - Ph. 2 Proctor Auditorium Partial A/C Repl. Proctor Roof Tile Purchase Riverplex Flat Roof Coating - Ph. 2 RiverPlex Resurface Pools Rock Island Greenway Bridge Repair Tawny Oaks Shed Roof Zoo Tiger Paths Zoo Boardwalk Decking Repl.

PROJECTS IN PLANNING AND/OR DESIGN	PROJECTS OUT TO BID/QUOTE	PROJECTS UNDER CONSTRUCTION	
Zoo Cooler/Freezer Repl.			

POLICE ACTIVITY SUMMARY – September, 2023



TOTAL NUMBER OF ALL REPORTS: 15

CRIME REPORTS

<i>Location</i>	<i>Date/Time</i>	<i>Offense Type</i>	<i>Case #</i>
Madison Golf Course	9/11/23 - 0825	Theft Case Summary: Green Flags and Rakes Stolen	23-129
Detweiller Park	9/14/23 - 1010	Criminal Damage to Property Case Summary: Damaged Post in North Parking Lot	23-131
Glen Oak Park	9/17/23 - 1156	Park Ordinance Violation Case Summary: Adult Male Swimming in Lagoon	23-133
Proctor Park	9/23/23 - 1555	Battery Case Summary: Mob Action	23-136
Glen Oak Park	9/27/23 - 1445	Criminal Damage of Property Case Summary: Unknown Suspect(s) Damaged Fluorescent Lights in Bathrooms	23-137
Riverplex	9/29/23 - 1810	Park Ordinance Violation Case Summary: Possession of Controlled Substance	23-141
Bradley Park	8/25/23 - 1752	Park Ordinance Violation Case Summary: Adult Female Cited for Being Under the Influence of Alcohol	23-123

MONTHLY TOTAL – CRIME REPORTS: 7

NON-CRIME REPORTS

<i>Location</i>	<i>Date/Time</i>	<i>Offense Type</i>	<i>Case #</i>
Robinson Park	9/6/23 - 0845	Other Investigation Case Summary: Vehicle Damaged by Rock	23-127
John Gwynn Park	9/08/23 – 1220	Found Property	23-128
Detweiller Park	9/13/23 – 1822	Sick Cared For	23-130
Detweiller Park	9/14/23 – 1005	Found Property	23-132
Chartwell Park	9/20/23 – 1551	Found Property	23-134
Pimiteoui Trail	9/28/23 – 0850	Found Property	23-139
Riverplex	9/29/23 – 1115	Sick Cared For	23-140

MONTHLY TOTAL – NON-CRIME REPORTS: 7

TRAFFIC CRASH REPORTS

<i>Location</i>	<i>Date/Time</i>	<i>Tickets Issued</i>	<i>Case #</i>
Detweiller Park	9/22/23 – 1625	None	23-135

MONTHLY TOTAL – TRAFFIC CRASH REPORTS: 1

TRAFFIC CITATIONS

<i>Location</i>	<i>Date/Time</i>	<i>Offense</i>	<i>Ticket #</i>

MONTHLY TOTAL – TRAFFIC CITATIONS: 0

ORDINANCE VIOLATIONS

<i>Location</i>	<i>Date/Time</i>	<i>Offense</i>	<i>Case #</i>
Glen Oak Park	9/17/23 – 1302	Swimming in Lagoon	23-133

MONTHLY TOTAL – ORDINANCE CITATIONS: 1

PARKING VIOLATIONS

<i>Location</i>	<i>Date and Time</i>	<i>Offense</i>	<i>Ticket #</i>
Donovan Park	9/18/23 – 1804	Parked on Grass	04117-04118
Detweiller Park	9/24/23 – 1248	No Parking Zone	08632

MONTHLY TOTAL – PARKING VIOLATIONS: 3

Reviewed by: Chief Todd C. Swan Date: 10/04/23