

MINUTES OF A MEETING OF THE PROGRAMMING COMMITTEE OF THE PLEASURE DRIVEWAY AND PARK DISTRICT OF PEORIA, HELD AT 3:00 P.M., TUESDAY, SEPTEMBER 12, 2023 AT THE NOBLE CENTER FOR PARK DISTRICT ADMINISTRATION, 1125 WEST LAKE AVENUE, PEORIA, ILLINOIS.

MEMBERS PRESENT: Trustee and Chair Joyce Harant, Trustee Steve Montez, and Executive Director Emily Cahill

MEMBERS ABSENT: None

TRUSTEES PRESENT: Trustees Joyce Harant, Reagan Leslie Hill, Steve Montez, Alexander Sierra (v), Vice President Covington, and President Johnson
Note: (v) = attended virtually

STAFF PRESENT: Executive Director Emily Cahill, Matt Freeman (v), Becky Fredrickson (v), Scott Loftus, Nick Conrad, Kristi Shoemaker, and Alicia Woodworth
Note: (v) = attended virtually

OTHERS PRESENT: None

1. CALL TO ORDER

Trustee Harant presided and called the meeting to order at 3:04 pm.

2. ROLL CALL

3. MOTION TO PERMIT COMMITTEE MEMBER TO ATTEND MEETING ELECTRONICALLY

No request to attend meeting electronically was received.

4. MINUTES

4.A. Approval of June 12, 2023 Programming Committee Meeting Minutes

Trustee Montez MOVED TO APPROVE the minutes of the June 12, 2023 Programming Committee Meeting Minutes. Motion seconded by Executive Director Cahill and carried on a unanimous aye of those present.

5. NEW BUSINESS

5.A. Committee Refocus

Trustee Harant stated that included in today's agenda packet is a memo from Executive Director Cahill, proposing a modified structure of the Programming Committee, earlier this year, when it was under the leadership of former Chair Trustee Sierra. With Trustee Harant now leading the Programming Committee as Chair, she and Executive Director Cahill met recently to discuss the transition of leadership and the programming focus for 2023-24. Executive Director Cahill stated that in consideration of the action items being worked on by staff and Board at present, they talked through potential ways to use this Committee to its maximum impact in the coming months. They applied the broad ad hoc process described in the May 9 memo to several potential focus areas and agreed that it makes sense, with Committee consensus, to use the outlined ad hoc process to address the concerns raised by the Board and staff after this year's July 3 event in Glen

Oak Park. With the selection of July 3 and other community events hosted and facilitated by the District, the process would include:

- a. A historic review of the July 3 event and its impact to include, but not limited to, participation rates, structure of the event, and incidents of conflict/disruption.
- b. A search for best practices tied to large-scale community events in diverse communities that would inform future planning efforts.
- c. The Committee, in consultation with the Board of Trustees, will then identify a group of community stakeholders to participate in a series of discussions/planning sessions related to safe, engaging, and collaborative approaches to community events.
- d. These ideas will be compiled and presented to the community for feedback and buy-in and may be presented at a full Board meeting, through social media, and at a series of public engagement/feedback sessions using the Talk About It Tuesday model.
- e. Based on this feedback, a refined program model and recommendations for resource allocation and impact evaluation will be presented to the Board for approval and implementation.
- f. The targeted timeline for completion of this work is 4-6 months.

At the close of this process, the committee will review and evaluate the process as well and make changes to be implemented in future efforts like this if the committee deems this a useful process structure.

Through discussion, Trustee Harant summarized stating that in the next month, Committee members will try to identify best practices and stakeholders to bring to the next meeting. The Committee gave consensus to proceed as outlined.

5.B. Program Fees and Charges Discussion

Executive Director Cahill stated that as part of the annual budget process, staff has compiled a list of all proposed fees and charges across the Peoria Park District that have been developed as part of the work to build a balanced budget in 2024. Program and department leaders evaluate fees and charges using the following filters:

- a. Cost to the District of providing the program or service (both direct and indirect);
- b. Impact of the program on pillars of the District (DEIA, Vibrancy, and/or Environmental Sustainability);
- c. Demand for program or service; and/or
- d. Cost of similar services in the local market.

Per financial policy, the Peoria Park District Board of Trustees approve all fees and charges issued as part of District operations. While we know that the analysis is difficult without the larger program or division budgets, staff asks that Trustees review these fees and charges and offer questions, comments, or concerns in advance of their inclusion in a finalized proposed budget. Staff's target date to finalize fees and charges

for budget purposes is no later than September 29, 2023, for inclusion in the 2024 budget book. The item will also be included for discussion on the September 27 Strategy Team agenda.

5.C. 3rd of July Event Discussion

Please see item 5.A. above.

6. PENDING BUSINESS5

None at this time.

7. OTHER BUSINESS

None at this time.

8. ACTION ITEMS REVIEW

1. Relating to the 3rd of July event, at next meeting staff will provide an historic review of the event and its impact to include, but not limited to, participation rates, structure of the event, and incidents of conflict/disruption.

2. Relating to the 3rd of July event discussion, staff and Committee members will identify best practices and potential community stakeholders to participate in a series of discussions/planning sessions related to safe, engaging, and collaborative approaches to community events. With that information, a collection of questions, comments, and concerns that come from the review of that data will be gathered at the next meeting.

9. ADJOURNMENT

At 4:22 p.m., Trustee Montez MOVED TO ADJOURN. Motion seconded by Executive Director Cahill and carried on a unanimous aye of those present.

Respectfully Submitted by Alicia Woodworth
Executive Assistant and Secretary to the Board