

MINUTES OF THE DIVERSITY EQUITY INCLUSION AND ACCESSIBILITY COMMITTEE MEETING OF THE PLEASURE DRIVEWAY AND PARK DISTRICT OF PEORIA, ILLINOIS, HELD TUESDAY, JULY 15, 2025 AT 10:00 AM AT THE PEORIA PARK DISTRICT BONNIE NOBLE CENTER FOR ADMINISTRATION AT 1125 W. LAKE AVENUE, PEORIA, IL

MEMBERS PRESENT: Trustee and Chair Alexander Sierra, Trustee Mark Slover, Executive Director Cahill (left at 10:20 am), Sherry Carter-Allen (in at 10:10 am), Pastor Marvin Hightower, and Jodi Scott

MEMBERS ABSENT: Brooke Sommerville and Devon Hawks

TRUSTEES PRESENT: Trustees Joyce Harant, Alexander Sierra, and Mark Slover

STAFF PRESENT: Executive Director Cahill, Nick Conrad, Hedy Elliott, Matt Freeman, Becky Fredrickson, Chanel Hargrave-Murry, Karrie Ross, Nicole Staley (v), Katie Van Cleve, Shaless Pie, Jenny Swanson, Spencer Wilson, Attorney Kevin Day, Attorney Justin Gunn, and Alicia Woodworth
Note: (v) = Attended Virtually

1. CALL TO ORDER

Trustee Sierra called the meeting to order at 10:02 am.

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 17, 2025 DEIA Committee Meeting Minutes

Jodi Scott MOVED TO APPROVE the June 17, 2025 DEIA Committee meeting minutes. Motion seconded by Executive Director Cahill and carried on the following roll call vote: Trustee Sierra – Aye, Trustee Slover – Abstain, Executive Director Cahill – Aye, Pastor Hightower – Aye, and Jodi Scott – Aye. (Results: 4 Ayes; 1 Abstain; 0 Nays)

5. PROCESS/POLICY UPDATES

Executive Director Cahill reported that revisions had been made to the DEIA Commitment document following feedback from Brianne Cobb. Key changes included:

Formatting “DEIA” with periods between each letter to emphasize the distinct concepts of Diversity, Equity, Inclusion, and Accessibility.

Adding contextual language to the definition section, drawn from Ms. Cobb’s presentation during the recent board orientation at Camp Wokanda. The base definitions remained unchanged; however, additional narrative was included to provide context for how each concept should be applied to the Park District’s work.

Executive Director Cahill noted that this additional context was valuable and thought-provoking, offering clearer guidance on the application of each DEIA principle.

It was acknowledged that staff and committee members had not yet had an opportunity to review this latest revision. The goal remains to bring the finalized document before the Board for approval next month. Initial feedback or comments from staff were invited.

6. NEW BUSINESS

6.A. Pillar One: Equitable Access to Parks, Facilities, and Programming

-Moonlight/Moonlighting at PIA overview/service number based on July to June grant cycle(s)

Hedy Elliott provided an overview of the Moonlight Coalition for Adult Learning, originally founded in 1994 to provide organized activities for youth to prevent juvenile delinquency. The program combined sports such as basketball with GED instruction to make education accessible and appealing. Today, Moonlight focuses on providing year-round adult education for individuals aged 17 and older, with learning sites at Proctor Recreation Center, Logan Recreation Center, Alpha Park Library, and virtually. The GED program includes four subject areas—Mathematical Reasoning, Science, Social Studies, and Language Arts—administered by computer with multiple question formats. Between January 1 and December 31, 2024, 205 students attended at least one class, and 27 Illinois High School Diplomas were issued. From January 1 to July 9, 2025, 213 students attended at least one class, with 18 diplomas issued.

The Moonlight Coalition’s gift shop at the airport reported significant sales growth over the previous year. A former graduate is also launching a cookie business to be sold at the airport and Park District golf pro shops.

6.B. Pillar Two: Focus on the PPD Workforce

Shalesse Pie presented the June 2025 Workforce Stats Report. *Please see Attachment A.* Committee discussion emphasized increasing minority participation in full-time positions through targeted recruitment, mentorship opportunities, and expanded professional development.

6.C. Pillar Three: Actively Promote and Encourage the Diversity, Equity, Inclusiveness and Accessibility of PPD-Funded Contractors and Suppliers

Spencer Wilson presented the June 2025 Qualifying Construction Contracts Workforce Goals and Participation Goals Reports. *Please see Attachment B.* The committee discussed the need to define and measure 'good faith efforts' from contractors and the importance of developing a clear implementation plan. Regionalizing procurement efforts with other municipalities was identified as a priority to achieve consistency and scale.

6.D. Pillar Four: Support Community Workforce Development

No formal report was presented; however, members reiterated the importance of community partnerships to strengthen workforce pipelines and expand educational opportunities.

7. PENDING BUSINESS

None at this time.

8. OTHER BUSINESS

Trustee Harant asked if there was a community that represents the Hispanic community? At a recent town hall meeting, a conversation was had about the difficulties of trying to reach out to the Hispanic community about engagement with general Park District matters. Trustee Sierra stated that no, but he is open to having a conversation and looking into what it would be like to identify independent Hispanic community members.

9. ACTION ITEMS REVIEW

1. Committee members are asked to submit any feedback, suggested revisions, or modifications to the *Commitment to D.E.I.A.* document to one of the following: Trustee Sierra, Secretary Woodworth, or Executive Director Cahill.
2. Becky Fredrickson will look at creating some sort of a draft of an implementation plan as it pertains to defining, evaluating, and determining good faith efforts so we can take our procurement policy to that next level of intent.
3. Trustee Sierra, Pastor Hightower, and Sherry Carter-Allen will engage the City of Peoria in conversation about what it would look like to ensure organizations as a whole are informed about the regionalization of procurement efforts. This will then be shared with the Committee at the appropriate time.
4. Attorney Day will review what is involved in aligning the Park District's policy and procedure language with that of the City and County.

10. NEXT MEETING

Tuesday, August 19, 2025 at 10:00 AM

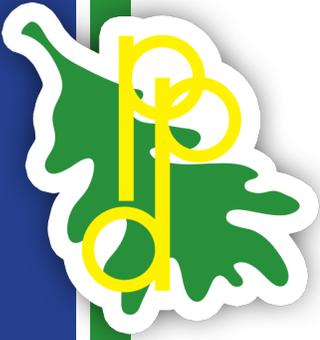
11. ADJOURNMENT

At 11:24 am Sherry Carter-Allen MOVED TO ADJOURN the meeting. Motion seconded by Pastor Hightower and passed by unanimous Aye voice vote of all members present.

Respectfully Submitted by Alicia Woodworth
Executive Assistant and Board Secretary



**Peoria Park District
Commitment to
Diversity, Equity, Inclusion,
and Accessibility**



PEORIA PARK DISTRICT'S COMMITMENT TO DIVERSITY, EQUITY, INCLUSION, AND ACCESSIBILITY (D.E.I.A.)

Peoria Park District Staff and Board believe that diversity, equity, inclusion and accessibility are central to our mission. Diversity of race, color, gender, disability, age, and culture in our employees and those we work with is important to fairly represent the same diversity in our community. The differing perspectives available from a diverse workforce are important to solving the complex problems of our community.

As part of the District's efforts to provide and promote equity in the community we serve, a three-pronged approach has been identified as follows:

- 1. Ensure Equitable Access to Parks, Facilities, and Programming**
- 2. Prioritize a Strong, Diverse, and Inclusive Workforce**
- 3. Encourage Diversity of PPD-Funded Contractors and Suppliers**

This three-pronged approach strives to build sound strategies based in research and best practice, but is also personalized to the nuances that make up our Peoria community, while considering the reach of the Peoria Park District and our mission.

For each of the above, the District has identified strategies to focus our work. These are listed on the following pages. The Peoria Park District leadership team will develop an annual action plan tied to these pillars and present them to the D.E.I.A. committee and to the Board of Trustees for review. Depending on the data points, progress reports will be provided to both groups at least quarterly.

For questions about the District's Commitment to D.E.I.A., please call (309) 682-1200 or e-mail contactus@peoriaparks.org

DEFINITIONS AND APPLICATION GUIDE

For the purposes of this effort, the following definitions and application guide the focus of the District's efforts:

DIVERSITY

Definition: A range of different ethnicities, gender identities, socioeconomic statuses, sexual orientations, races, cultures, ages, physical and mental abilities or attributes, religions, national origins, and languages spoken. Diversity is also shown in lived experiences, work experiences, different ways of thinking, and different problem-solving approaches.

This is reflected in our focus on representation. It is about making sure that our workforce reflects the community which is made up of the stakeholders that we serve every day.

This also means *not being scared to acknowledge these differences*. Acknowledging these differences is a good way to form well-rounded points of view and increase work engagement, including a focus on avoiding letting bias cloud judgment.

Goal: District offerings serve a group of people that is representative of the population within its service boundaries.

Examples:

1. RiverFront Events organizes a variety of festivals that appeal to the major cultural groups in Peoria.
2. Throughout its hiring and recruitment process, the District encourages a diverse applicant pool through the use of job fairs and marketing, with the goal of having a staff reflective of the community.

EQUITY

Definition: The practice or policy of providing equal access to opportunities and resources to people who might otherwise be excluded or marginalized, such as those who have visible or invisible disabilities, financial or geographic barriers to participation, and members of minority groups.

Equity is all about making sure people in a community or on an organizational team have access to all the resources and tools needed to thrive within programming/ events or inside the organization. It means removing barriers related to access, entry, success, and assets. People might receive rewards and recognition but not everyone needs the same thing, in the same way, at the same time. This is about meeting people where they are.

Goal: Identify barriers to equal opportunity in District offerings/policy and explore strategies to reduce those barriers. When barriers cannot be immediately addressed, consider incorporating possible solutions into long-term budgeting and planning.

DEFINITIONS AND APPLICATION GUIDE

Examples:

1. Scholarships are provided to families with low incomes in order to make District offerings affordable.
2. HISRA (Heart of Illinois Special Recreation Association) provides staff support to ensure that children with special needs enjoy the same programs as children without special needs.

INCLUSION

Definition: The act of creating an environment in which diverse groups of staff and participants will be welcomed, respected, supported, and valued in all Peoria Park District efforts and activities, both internal and public-facing.

This is all about participation. Representation is no good without participation. Inclusion is the intentional and consistent effort to ensure all people on staff are seen, heard, valued, and integrated into our spaces and places and within the workplace culture. Even when they are not a part of a majority group. Inclusion will ensure *full participation from patrons and staff*. We want to get what we pay for. If we sideline key players, we can never see their full potential, if we exclude members of the community we might be closing off potential memories, experiences, partnerships and donations. Our goal is to get patrons to all of our programming and events and get resources and training to staff to bolster their skills and engagement."

Goal: The Peoria Park District's spaces and offerings enable and encourage all participants to feel respected, have a sense of belonging, and feel welcome to participate and achieve to their potential.

Examples:

1. Every year, a survey is sent to all District staff encouraging them to provide anonymous feedback about the workplace environment.
2. In the summer of 2020, the Peoria Park District Board of Trustees passed a welcoming resolution affirming Peoria parks are meant for a diverse group of patrons.

ACCESSIBILITY

Definition: The act of "Accessibility" means that a person with a disability is afforded the opportunity to acquire the same information, engage in the same interactions, and enjoy the same services as a person without a disability in an equally effective and equally integrated manner, with substantially equivalent ease of use. The person with a disability must be able to obtain the information as fully, equally and independently as a person without a disability.

DEFINITIONS AND APPLICATION GUIDE

Please note that disabilities are both seen and unseen, physical and cognitive.

Goal: The Peoria Park District's spaces and offerings will be welcoming and encouraging to all, such that all participants will be able to access like experiences.

Examples:

1. Construction projects will meet or exceed ADA standards for accessibility.
2. Staff will work to provide employment opportunities for persons with barriers.
3. HISRA staff will actively participate in D.E.I.A. strategy and planning.

OUR DISTRICT FOCUS

Pillar #1

Equitable Access to Parks, Facilities, and Programming.

Strategies

The Peoria Park District will

1. Prioritize high quality service provision and capital investment in ways that supports Access for ALL.
2. Collaborate with community partners whenever possible to provide programming and spaces that support wellness and activity.
3. Train and cultivate a culture that is welcoming and equitable in its support of our patrons and each other.
4. Ensure that all outreach to the community is accessible and inclusive in its tone and in the technology used to make it inclusive and user-friendly.
5. Reduce administrative obstacles to community use of Park District parks, facilities, and programs.



Pillar #2

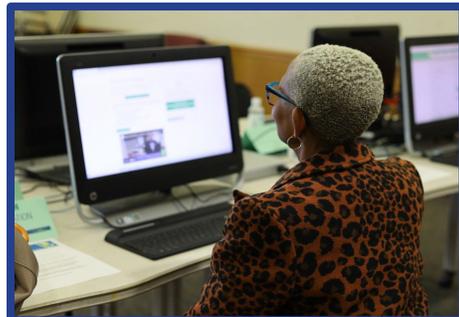
Prioritize a Strong Diverse and Inclusive Workforce

Strategies

The Peoria Park District is an Equal Opportunity Employer and will not discriminate on the basis of race, color, religion, sex, sexual orientation, pregnancy, national origin, citizenship status, age, marital status, disability, military status or unfavorable discharge from the military, protected veteran status, ancestry, or on the basis of any characteristic protected by law as outlined in the Park District's Equal Employment Opportunity Policy.

In support of a shared goal to increase the diversity of its workforce and that of our larger community, the Peoria Park District will:

1. Actively work to increase the applicant pool for all District jobs in an attempt to mirror the community it serves.
2. The Peoria Park District will strive to retain, train, and promote minorities and women within its workforce.
3. Increase the community capacity of minority and women workers through job skills training and adult learning.
4. Collaborate with and support community partners engaged in increasing the minority and women workforce whenever possible.
5. Reduce administrative obstacles to the recruitment and advancement of minorities and women in its workforce.



OUR DISTRICT FOCUS

Pillar #3:

Actively Promote and Encourage the Diversity, Equity, Inclusiveness and Accessibility of PPD-Funded Contractors and Suppliers.

Strategies

The Peoria Park District will:

1. Encourage maximum participation of minorities and women on Park District contracted efforts.
2. Support policy and governance changes that encourage a diverse labor workforce on District jobs and across our service area; set and hold contractors accountable for participation and spend goals.
3. Increase capacity and participation of diverse labor as well as minority and women owned businesses for Peoria Park District projects.
4. Continue to work to identify and remove administrative obstacles that prevent contractors from applying for Peoria Park District-funded efforts.



Total Staff	June 2025	Three Months Ago (March 2025)	Six Months Ago (December 2024)
White Female	340	255	251
White Male	343	283	240
Asian Female	10	6	8
Asian Male	3	1	2
Black Female	55	44	44
Black Male	86	73	63
Hispanic Female	20	10	11
Hispanic Male	26	21	16
American Indian/Alaskan Native Female	0	0	0
American Indian/Alaskan Native Male	2	2	1
Native Hawaii/Pacific Islander Female	0	0	0
Native Hawaii/Pacific Islander Male	1	1	1
Other Female	0	0	0
Other Male	0	0	0
Two or More Races Female	16	13	14
Two or More Races Male	12	7	7
Total	914	716	658
Total Minority	231	178	167
% Minority	25.27%	24.86%	25.38%

*Goal for DEIA for the Peoria Park District 29.40%

Turnover Stats for June 2025	Total	Full-Time	Part-Time
Voluntary Separations	7	2	5
Involuntary Separations	1	0	1
Seasonal Layoff	1	0	1
	9	2	7

*Locations: HISRA (1), Kellogg Golf Course (1),
Lakeview Recreation Center (1), PlayHouse (2),
RiverPlex (4)

Full-Time Staff	June 2025	Three Months Ago (March 2025)	Six Months Ago (December 2024)
White Female	43	44	41
White Male	74	75	76
Asian Female	3	2	1
Asian Male	0	0	0
Black Female	6	6	6
Black Male	12	14	13
Hispanic Female	3	2	2
Hispanic Male	4	3	3
American Indian/Alaskan Native Female	0	0	0
American Indian/Alaskan Native Male	0	0	0
Native Hawaii/Pacific Islander Female	0	0	0
Native Hawaii/Pacific Islander Male	0	0	0
Other Female	0	0	0
Other Male	0	0	0
Two or More Races Female	2	2	2
Two or More Races Male	1	2	2
Total	148	150	146
Total Minority	31	31	29
% Minority	20.95%	20.67%	19.86%
Total Number of Leadership Positions**:	99		
Leadership positions filled by minority staffers	20		
Minority percentage of total leadership	20.20%		
Percentage of total minorities to serve in leadership roles	64.51%	(20/31)	
Percentage of minorities on the executive team	22.22%	(2/9)	

**Leaders: Asst. Managers/Crew Leaders - Managers or
equivalent/Foremen - Supervisors or equivalent -
Superintendents - Directors

2025 QUALIFYING CONSTRUCTION CONTRACTS - WORKFORCE GOALS

Rev 07/10/2025

Per Peoria Park District Policy Section 5.00 Solicitation and Hiring for Qualifying Construction Contracts: Peoria Park District shall, as permitted by law, endeavor to ensure that a minimum of 20% of the total hours worked on any Qualifying Construction Contract are performed by Minority Persons and a minimum of 5% of the total hours worked are performed by Women (“Workforce Goals”).

“Qualifying Construction Contracts” means any or all construction projects with an estimated total base cost of \$50,000 or more.

Project	Contractor	Notice to Proceed Date	Project Complete (Y/N)	BID/QUOTE [ESTIMATED PROJECT HOURS]								PROJECT WORKFORCE HOURS							
				Total # Crew	# Minority	# Women	Total Hours	Minority Hours	% Minority	Female Hours	% Female	Total # Crew	# Minority	# Women	Total Hours	Minority Hours	% Minority	Female Hours	% Female
Playhouse Roof	Kreiling	04/04/24	Y	5	1	0	4,243	818	19%	0	0%	39	7	0	4,764	1,091	23%	0	0%
Newman Irrigation Pump	Comm Irrigation	05/20/24	N	5	1	0	340	75	22%	0	0%	4	0	0	127	0	0%	0	0%
GLC Renovation	Peoria Metro	08/13/24	N	97	19	8	15,254	2,399	16%	2,114	14%	160	16	5	14,779	1,095	7%	249	2%
Lakeview Splashpad	Aupperle	09/13/24	N	22	3	2	3,760	340	9%	200	5%	27	2	1	789	54	7%	31	4%
GOP Inclusive Restroom	Geo H Rump	10/04/24	N	36	6	3	2,264	272	12%	196	9%	22	1	0	487	8	2%	0	0%
GLC Irrigation Improvements	Tri-County Irrig	10/24/24	Y	5	0	0	510	0	0%	0	0%	11	0	0	333	0	0%	0	0%
Gwynn Path Replacement	Hoerrs Blacktop	11/01/24	N	8	1	1	308	78	25%	18	6%								
Detweiller Water Main	JC Dillon	11/18/24	N	4	1	1	648	89	14%	23	4%	12	3	1	665	75	11%	16	2%
LFAC Demolition	JIMAX	01/22/25	Y	4	3	0	200	120	60%	0	0%	4	2	0	332	152	46%	0	0%
Peoria Players HVAC Replacement	Standard	05/06/25	N	8	0	1	274	0	0%	15	5%								
Franciscan Playground Replacement	GameTime	10/02/24	N	-	-	-	-	-	-	-	-								
Riverplex Arena Floor	Missouri Floor Company	06/02/25	N	-	-	-	-	-	-	-	-								
Columbia Park Improvements	GameTime	06/27/25	N	-	-	-	-	-	-	-	-								
Charter Oak Path Replacement	Murillo	07/10/25	N	4	4	0	640	640	100%	0	0%								
GVD Drainage	Hoerr Construction	07/10/25	N	15	3	2	1,245	324	26%	217	17%								
TOTAL				213	42	18	29,686	5,155	17%	2,783	9%	279	31	7	22,276	2,474	11%	296	1%
<i>GOAL</i>									<i>20%</i>		<i>5%</i>						<i>20%</i>		<i>5%</i>

Projects bid/started in previous calendar year

2025 QUALIFYING CONSTRUCTION CONTRACTS - PARTICIPATION GOALS

Rev 07/10/2025

Per Peoria Park District Policy Section 5.00 Solicitation and Hiring for Qualifying Construction Contracts: Peoria Park District shall, as permitted by law, endeavor to award not less than 20% of the total dollar amount of the Park District's Qualifying Construction Contracts to Minority-owned Businesses and not less than 5% of the total dollar amount of the Park District's Qualifying Construction Contracts to Women-owned Businesses ("Participation Goals").

"Qualifying Construction Contracts" means any or all construction projects with an estimated total base cost of \$50,000 or more.

Project	NOTIFICATIONS				BIDS RECEIVED			Contractor	DBE	Project Complete (Y/N)	BID/QUOTE [ESTIMATES]*						PROJECT PARTICIPATION					
	# Total	# MBE	# WBE	# MWBE	# Total	# MBE	# WBE				Total \$	\$ to Subs	\$ MBE (inc subs)	% MBE (inc subs)	\$ WBE (inc subs)	% WBE (inc subs)	Total \$ w/ COs	\$ to Subs	\$ MBE (inc subs)	% MBE (inc subs)	\$ WBE (inc subs)	% WBE (inc subs)
Playhouse Roof	16	1	3	5	3	0	1	Kreiling	WBE	Y	\$ 827,723	\$ 44,400	\$ 0	0%	\$ 806,323	97%	\$ 865,840	\$ 30,400	\$ 0	0%	\$ 865,840	100%
Newman Irrigation Pump	3	0	0	5	1	0	0	Com Irrigation	X	N	\$ 272,500		\$ 0	0%	\$ 0	0%						
GLC Renovation	223	82	103	5	4	0	1	Peoria Metro	WBE	N	\$ 4,466,300	\$ 3,089,423	\$ 360,000	8%	\$ 2,468,694	55%						
Lakeview Splashpad	15	3	2	4	3	1	0	Aupperle	VOB	N	\$ 566,997	\$ 242,000	\$ 0	0%	\$ 202,000	36%						
GOP Inclusive Restroom	42	9	6	4	8	2	1	Geo H Rump	X	N	\$ 619,600	\$ 375,893	\$ 17,245	3%	\$ 131,267	21%						
GLC Irrigation Improvements	5	0	0	4	1	0	0	Tri-County Irrig	X	Y	\$ 139,762	\$ 0	\$ 0	0%	\$ 0	0%	\$ 141,063	\$ 0	\$ 0	0%	\$ 0	0%
Gwynn Path Replacement	17	4	2	4	9	1	2	Hoerrs Blacktop	X	N	\$ 74,900	\$ 0	\$ 0	0%	\$ 0	0%						
Detweiller Water Main	7	0	2	4	3	0	1	JC Dillon	X	N	\$ 97,910	\$ 32,751	\$ 32,751	33%	\$ 0	0%						
LFAC Demolition	13	5	2	4	9	0	4	JIMAX	X	Y	\$ 121,720	\$ 17,500	\$ 11,500	9%	\$ 6,000	5%	\$ 121,720	\$ 0	\$ 0	0%	\$ 0	0%
Peoria Players HVAC Replacement	21	0	3	4	3	0	1	Standard	WBE	N	\$ 260,815	\$ 47,932	\$ 0	0%	\$ 231,883	89%						
Franciscan Playground Replacement	-	-	-	-	-	-	-	GameTime	X	N	\$ 325,191	\$ 217,617	\$ 0	0%	\$ 98,858	30%						
Riverplex Arena Floor	-	-	-	-	-	-	-	Missouri Floor Company	X	N	\$ 234,900	\$ 0	\$ 0	0%	\$ 0	0%						
Columbia Park Improvements	-	-	-	-	-	-	-	GameTime	X	N	\$ 314,407	\$ 195,529	\$ 0	0%	\$ 71,996	23%						
Charter Oak Path Replacement	20	7	3	4	5	1	1	Murillo	MBE	N	\$ 106,800	\$ 0	\$ 106,800	100%	\$ 0	0%						
GVD Drainage	11	0	2	4	1	0	0	Hoerr Construction	X	N	\$ 231,000	\$ 53,777	\$ 17,325	8%	\$ 27,177	12%						
TOTAL	393	111	128	51	50	5	12				\$ 8,660,525	\$ 4,316,822	\$ 545,621	6%	\$ 4,044,198	47%	\$ 1,128,623	\$ 30,400	\$ 0	0%	\$ 865,840	77%
GOAL														20%		5%				20%		5%

*The scope of work for some ancillary services may be undefined until a project is underway; estimates may be included where a prime contractor has committed to using an M/WBE if/as those services are required. These ancillary services tend to be a minimal percentage of the overall cost of a project. Common examples: (1) Trucking is used on an as-needed basis and the company ultimately contracted will depend on which has availability on the day needed. (2) Seeding may/may not be required dependent on areas trodden by equipment during the course of a project.

Projects bid/started in previous calendar year.