

**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, SEPTEMBER 27, 2023 HELD AT THE BONNIE NOBLE ADMINISTRATION BUILDING, 1125 WEST LAKE AVENUE, PEORIA IL.**

**TRUSTEES PRESENT:** Trustees Joyce Harant, Reagan Leslie Hill, Steve Montez, Vice President Laurie Covington, and President Robert Johnson.

**TRUSTEES ABSENT:** Trustees Timothy Bertschy and Alexander Sierra

**STAFF PRESENT:** Executive Director Emily Cahill, Brent Wheeler, Attorney Kevin Day (v), Nick Conrad, Becky Fredrickson, Matt Freeman, Todd Green, Cody Haines, Mary Harden, Scott Loftus, Willie Howe, Brenda O’Russa, Shalessa Pie, Karrie Ross, Doug Silberer (v), Nicole Staley, Yvonne Strode (v), Edward Spencer, Jenny Swanson, Nyk Sutter-Downs (v), Greg Walker, Sue Wheeler (v), and Alicia Woodworth.  
Note: (v) = Attended Virtually

**OTHERS PRESENT:** Reema Abi-Akar of the Tri-County Planning Commission

**1. CALL TO ORDER**

President Johnson presided and called the meeting to order at 6:03 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 August 23, 2023 Regular Board Meeting**

Vice President Covington MOVED TO APPROVE the August 23, 2023 Regular Board meeting minutes. Motion seconded by Trustee Montez and carried on the following roll call vote: Trustees Harant, Hill, Montez, Vice President Covington, and President Johnson. (Results: 5 Ayes; 0 Nays).

**6. STAFF REPORTS**

**6.A. Executive Director**

Executive Director Cahill stated that with October just next week, there are a few things of note. Next week there will be another Regular Board meeting on October 4 due to the NRPA Conference being held the following week which would be when the regularly held Regular Board meeting would typically be held. That October 4 meeting will be held at 6:30 pm at the Peoria Zoo in the Tropics Classroom. In addition, Halloween festivities are in full swing starting next Friday with hayracks and hot dogs held in Bradley Park. October 1 also marks the beginning of the 4<sup>th</sup> quarter of 2023. As part of the action strategies and conversations with all of the different committees, she will be reaching out to committee Chairs to talk about how we approach goals for 2024. It was discussed that this 4<sup>th</sup> quarter would be used as an opportunity for committees to set some measurable for their work in that structure as part of the District’s pillars and commitment documents.

## 7. COMMITTEE REPORTS

### 7.A. Strategy Ad Hoc Committee – Citizen Advisory Committee

At its 9.13.23 meeting, the Strategy Ad hoc Committee voted unanimously to recommend to the full Board that the President be empowered to appoint, with the advice and consent of the majority of the Park District Board, representatives to a community feedback panel, consisting of two (2) people from the Southern District, six (6) people from the Central District, four (4) people from the Northern District, and three (3) people At-Large, which would be empowered and requested to meet with the Park Board, on a quarterly basis, to give feedback on Park District programs, planning, activities, and properties, and that further, this panel, at the discretion of the President of the Park Board, would be allowed to serve as “secret shoppers” to attend select Park District events or activities, and provide feedback to the Park Board on those matters.

President Johnson stated that in regard to this matter, he wants to bring it back again at the next meeting to be addressed, as there are two Trustees absent tonight. As such, a vote was not taken on this item.

### 7.B. Programming Committee - Minutes of 6.12.23 Meeting

Trustee and Chair of the Programming Committee Harant, presented the approved 6.12.23 Programming Committee meeting minutes.

### 7.C. Diversity Equity Inclusion and Accessibility Committee - Minutes of 8.15.23 Meeting

The Diversity Equity Inclusion and Accessibility Committee presents the approved 8.15.23 meeting minutes.

### 7.D. Diversity Equity Inclusion and Accessibility Committee

The Diversity Equity Inclusion and Accessibility Committee presents the updated Scholarship Data Report as presented and discussed at its 9.19.23 meeting. Please see *Attachment A*.

## 8. NEW BUSINESS

### 8.A. Lease Agreement - Junior League of Peoria at Lakeview Recreation Center

Scott Loftus stated that in June of this year, Junior League of Peoria approached District staff about the possibility of leasing space to use as their main office. Staff reviewed their request and gave a tour of Lakeview Recreation Center as a potential location. After discussions between Junior League of Peoria and the District, Lakeview Recreation Center would like to lease the conference room (room 202), totaling 650 square feet of space, to Junior League of Peoria. The aforementioned conference room is located on the second floor on the east side of the building. In this twelve-month collaboration, the District will charge Junior League of Peoria \$6,600. Leasing of this space will not have any impact on the programming that happens at Lakeview Recreation Center. As such, staff recommends the approval of the twelve-month Lease Agreement between the Pleasure Driveway and Park District of Peoria, IL and Junior League of Peoria for use of space at Lakeview Recreation Center.

Vice President Covington MOVED TO APPROVE the Junior League of Peoria Lease Agreement at Lakeview Recreation Center. Motion seconded by Trustee Harant and carried on the following roll call vote: Trustees Harant, Hill, Montez, Vice President Covington, and President Johnson. (Results: 5 Ayes; 0 Nays)

**8.B. Quote: Traveling Exhibit for Peoria Zoo 2023**

Brenda O’Russa, Director of Development – Peoria Zoological Society, stated that at the 2023 AZA Conference, Peoria Zoological Society staff had the opportunity to bid on and ultimately, they won, the engagement of a travelling exhibit to come to the zoo in 2024 for at least a 30-day engagement. The value of the exhibit is \$125,000 and PZS was able to purchase the opportunity for \$35,000 on behalf of Peoria Zoo, with funds going to the Association of Zoos and Aquariums to support the organization. The District is seeking authorization to pay the \$35,000 for the exhibit, which must be paid by Friday, September 29 and will work with PZS to cover part of the total. Freight, which is estimated at \$2,000-\$3,000 is also required for the exhibit. Staff are also actively soliciting future DCEO tourism dollars which can be earmarked to cover the remainder of the cost, if received. Documentation from the silent auction is attached for review. In order to secure the opportunity, payment must be sent to AZA by Friday, September 29. Prior to execution of an agreement with the vendor, staff will ask Attorney Streeter to review and approve any contract form, along with insurance requirements. As such, staff recommends authorization of finance staff to pay for the travelling exhibit auction item to AZA no later than Friday, September 29.

Trustee Harant MOVED TO APPROVE the traveling Exhibit for Peoria Zoo 2023. Motion seconded by Trustee Hill and carried on the following roll call vote: Trustees Harant, Hill, Montez, Vice President Covington, and President Johnson. (Results: 5 Ayes; 0 Nays)

**8.C. Resolution No. 145-2: A Resolution of the Pleasure Driveway and Park District of Peoria Adopting the 2023 Peoria County Multi-Jurisdictional Multi-Hazard Mitigation Plan**

Cody Haines, Environmental Health and Safety Manager, stated that the purpose of the Peoria County Multi-Jurisdictional Multi-Hazard Mitigation Plan is to identify, assess, and mitigate hazard risk to better protect the people and property within the county from the effects of natural and human-caused hazards. Approved mitigation plans are a requirement for local governments, including special districts, to be eligible for mitigation projects funded under the Federal Emergency Management Agency’s (FEMA) Hazard Mitigation Assistance (HMA) grant programs: the Hazard Mitigation Grant Program (HMGP); the Building Resilient Infrastructure and Communities (BRIC) Program; and the Flood Mitigation Assistance (FMA) Program; and other FEMA programs, including the Rehabilitation of High Hazard Potential Dams (HHPD).

Mr. Haines introduced Reema Abi-Akar, Senior Planner at the Tri-County Planning Commission to address the Board. She stated that the planning area of this plan includes all of Peoria County and its incorporated municipalities; participating jurisdictions include: Bartonville, Chillicothe, Hanna City, Peoria, Peoria Heights, West Peoria, Peoria County, Peoria Park District, and Greater Peoria Sanitary District. This plan was prepared in coordination with FEMA Region V and the Illinois Emergency Management Agency (IEMA) to ensure that it meets all applicable federal and state planning requirements. As such, staff recommends adoption of the 2023 Peoria County Multi-Jurisdictional Multi-Hazard Mitigation Plan.

Vice President Covington MOVED TO APPROVE the Resolution No. 145-2: A Resolution of the Pleasure Driveway and Park District of Peoria Adopting the 2023 Peoria County Multi-Jurisdictional Multi-Hazard Mitigation Plan. Motion seconded by Trustee Montez and carried on the following roll call vote: Trustees Harant, Hill, Montez, Vice President Covington, and President Johnson. (Results: 5 Ayes; 0 Nays)

**9. CALENDAR OF CONSENT ITEMS**

- 9.A. Bid – Elevator and Conveyance Inspections and Preventative Maintenance**
- 9.B. Bid – Golf Learning Center Netting and Polies**
- 9.C. Purchase of a Madvac LR50 Electric All-Terrain Litter Vacuum per Sourcewell Contract**
- 9.D. Purchase – No-Till Seeder**
- 9.E. Change Order – Proctor Boiler Repair**

Trustee Harant MOVED TO APPROVE Calendar of Consent items 9.A. thru 9.E. Motion seconded by Trustee Montez and carried on the following roll call vote: Trustees Harant, Hill, Montez, 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 notes were received from the Peoria Police and the Galva Freedom Fest.

**13. OTHER BUSINESS**

Trustee Harant reported that the Springdale Cemetery did pass the Savannah Agreement that the Park District had adopted at a prior meeting. Once the final signatures are obtained on the agreement, the process is completed. She thanked all that were involved in the long process in protecting the savannah.

Trustee Montez stated he attended the Mexican Independence Day celebration held at Morton Square Park last Friday. It was an amazing, fun, welcoming event with several hundred in attendance.

President Johnson thanked everyone for all their work and help in the Bonnie Noble portrait unveiling event held last Friday. It was a great way to honor her for all the work she had done in the community.

**14. ACTION STEPS REVIEW**

None noted at this time.

**15. ADJOURNMENT**

At 6:36 pm, Trustee Harant MOVED TO ADJOURN. Motion seconded by Trustee Hill and carried on the following roll call vote: Trustees Harant, Hill, Montez, Vice President Covington, and President Johnson. (Results: 5 Ayes; 0 Nays).

Full discussion can be viewed at the following link: <https://fb.watch/nHWPGsKhUN/>

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

# Peoria Park District Scholarship Update September 2023

In December 2022, the Peoria Park District introduced several changes to its scholarship program with the goal of making activity registration more accessible for families receiving scholarship benefits. Below is a summary of those changes:

| WHAT HAS CHANGED?                                                   | FORMER MODEL                                                             | CURRENT MODEL<br>(Active 12/1/22)                                                        |
|---------------------------------------------------------------------|--------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| How do families enroll in activities using their scholarship award? | Families required to enroll in person at a PPD facility                  | Benefits can still be redeemed in person, but can now be redeemed online as well         |
| What does the award consist of?                                     | Award balance (in dollars) determined by household size                  | Flat discount for all household members (90% off for full scholarship recipients)        |
| Are there limits on redemption?                                     | Once award balance was depleted, customers were required to pay in full. | No limits. Families can enroll in as many programs as they choose at the discounted rate |

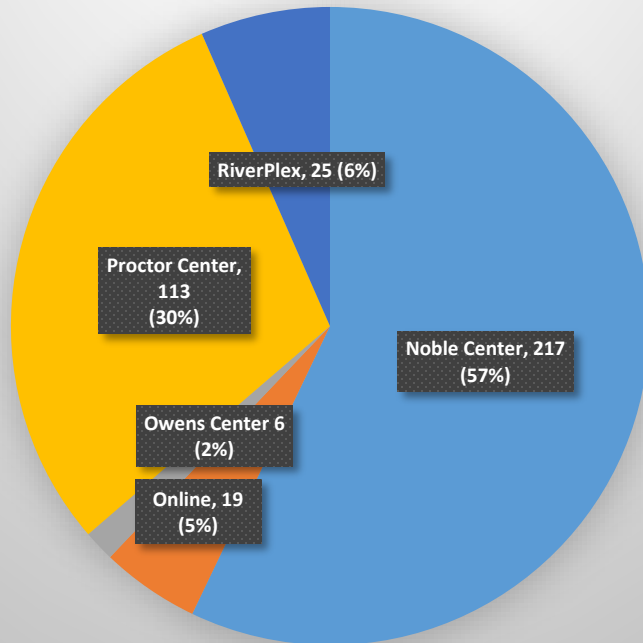
There were two main objectives behind these changes: (1) To remove participation barriers by enabling online registration for families receiving benefits, ensuring equitable access in regards to both convenience and opportunity, especially for programs with competitive registration periods; and (2) To remove participation ceilings enforced by the “award balance” model, ensuring longer-term accessibility to programs that require capacity-building (i.e. swimming, skating, etc.), as well as season-long access to summer camp offerings, so that families who depend on our programming for childcare would have the opportunity to receive a stable recreation experience for the entire summer at an affordable cost. **Please note that, as these changes were primarily focused on improving the activity registration component of our scholarship program, the data presented in this document exclusively reflects activity registration, to demonstrate the positive impact that we believe these changes have had on our users.** The component of our scholarship program which focuses on RiverPlex, Proctor Recreation Center, and Peoria PlayHouse memberships was largely unaffected by these recent changes, and as such, those figures are not included here.

# Usage Statistics

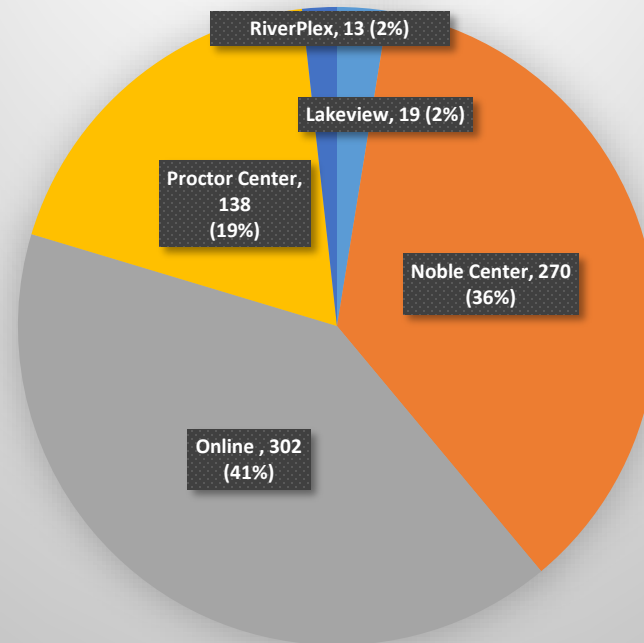
| Scholarship Redemptions by Year |      |                  |
|---------------------------------|------|------------------|
|                                 | 2022 | 2023 (Jan – Aug) |
| Unique Participants             | 109  | 178              |
| Total Registrations             | 380  | 742              |

From these totals, we can see that scholarship usage is already much greater in 2023 (nearly double), despite only having data through August. Additionally, by looking at the charts below, it is clear that many of our families are taking advantage of the new online registration option. While in-person registration as a whole is still outpacing online registration (59% to 41%), there is no individual PPD facility that, on its own, outperforms the online channel. (\*Please note that these figures refer to activity registration only, and do not include membership figures.)

**2022 Enrollments by Location  
(Total: 380)**

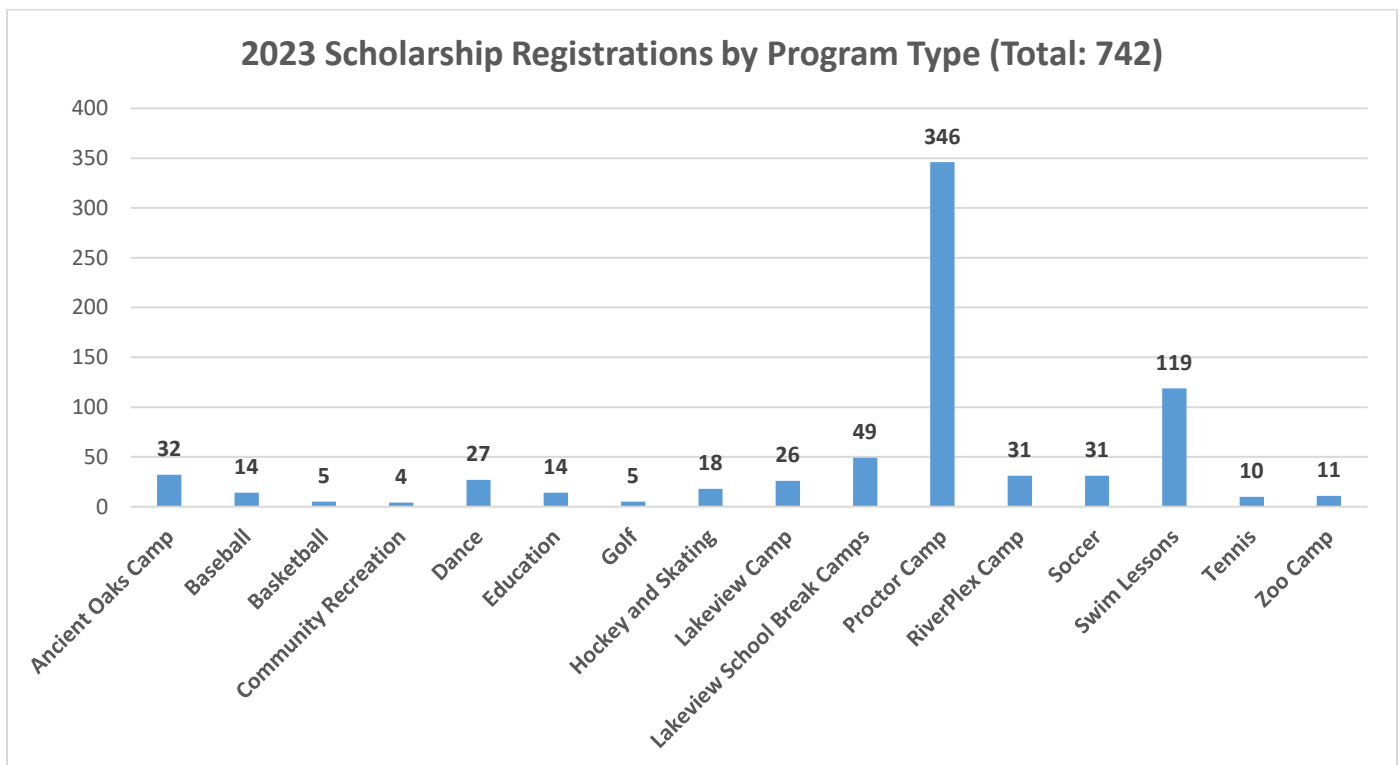
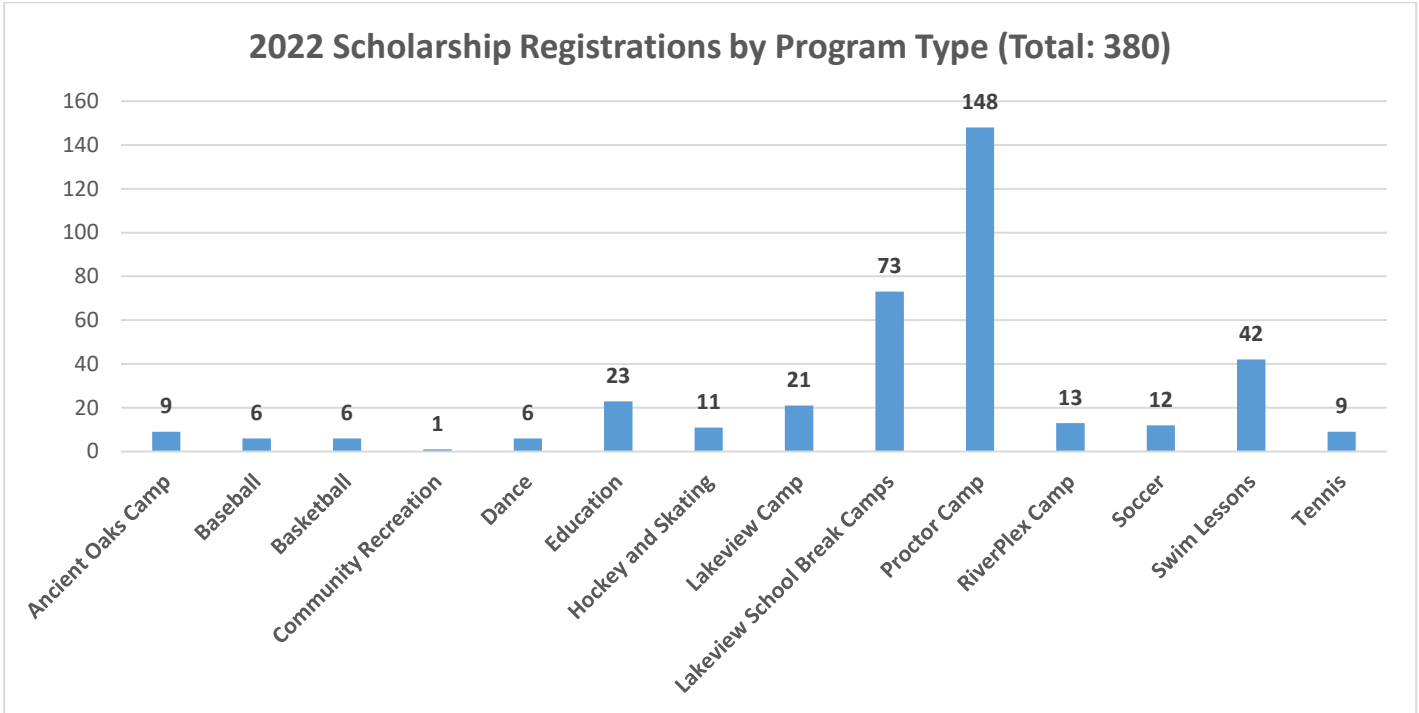


**2023 Enrollments by Location  
(Total: 742)**



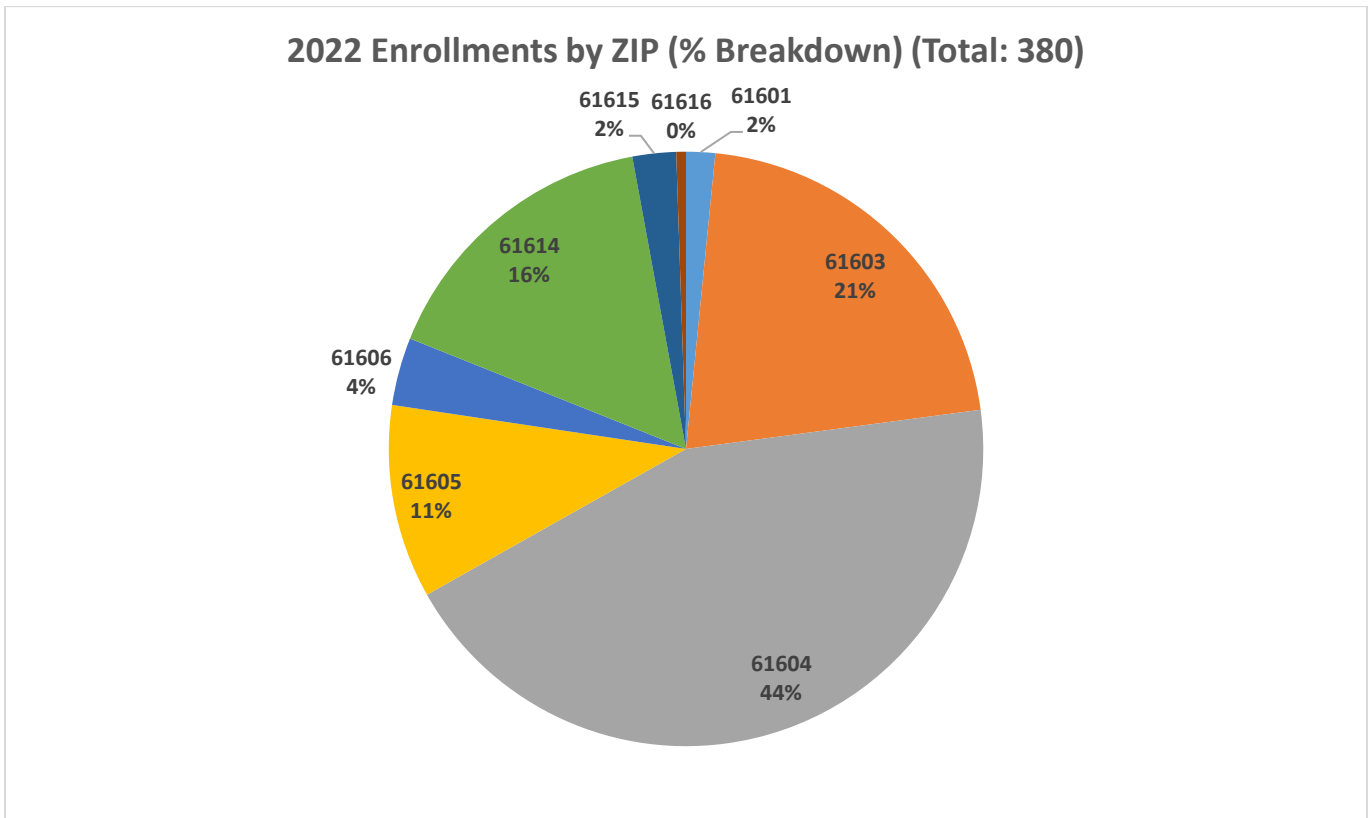
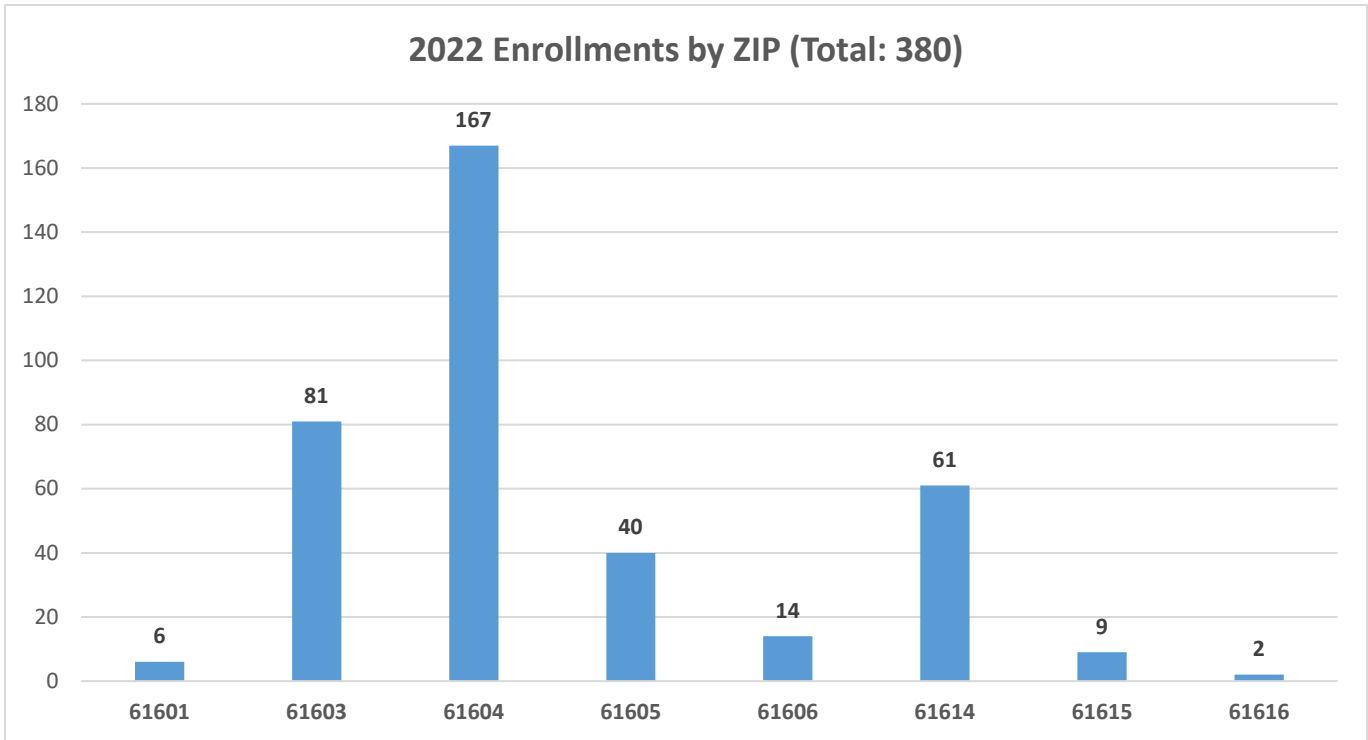
# Usage Statistics (Cont.)

The graphs below show redemptions by program type. While there are increases in virtually every category, there is a striking increase in summer camp participation year over year – again, roughly double at each location. This is encouraging data that leads us to believe that we are on the right track by removing the participation barriers that were previously in place with the “award balance” model.



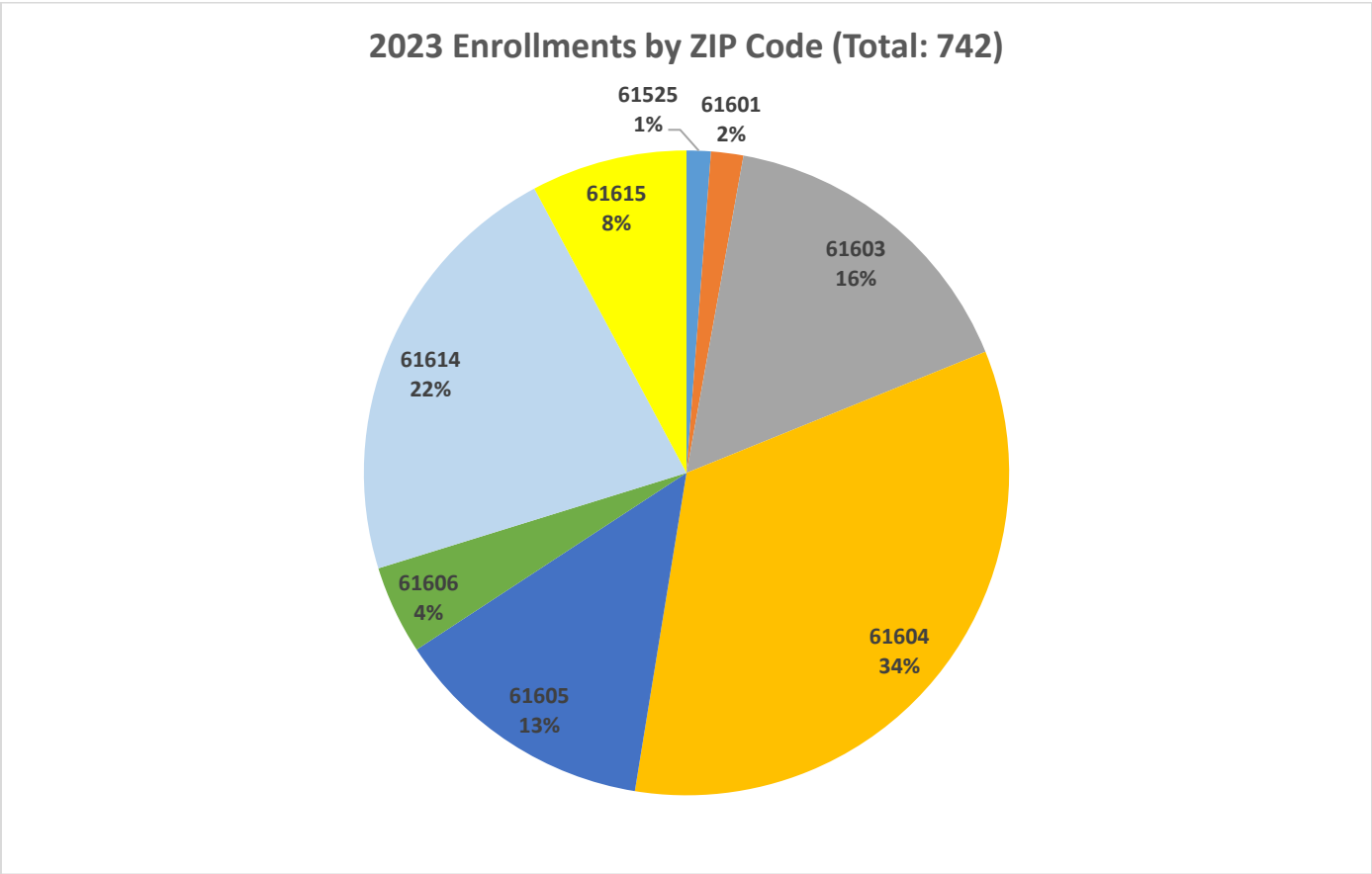
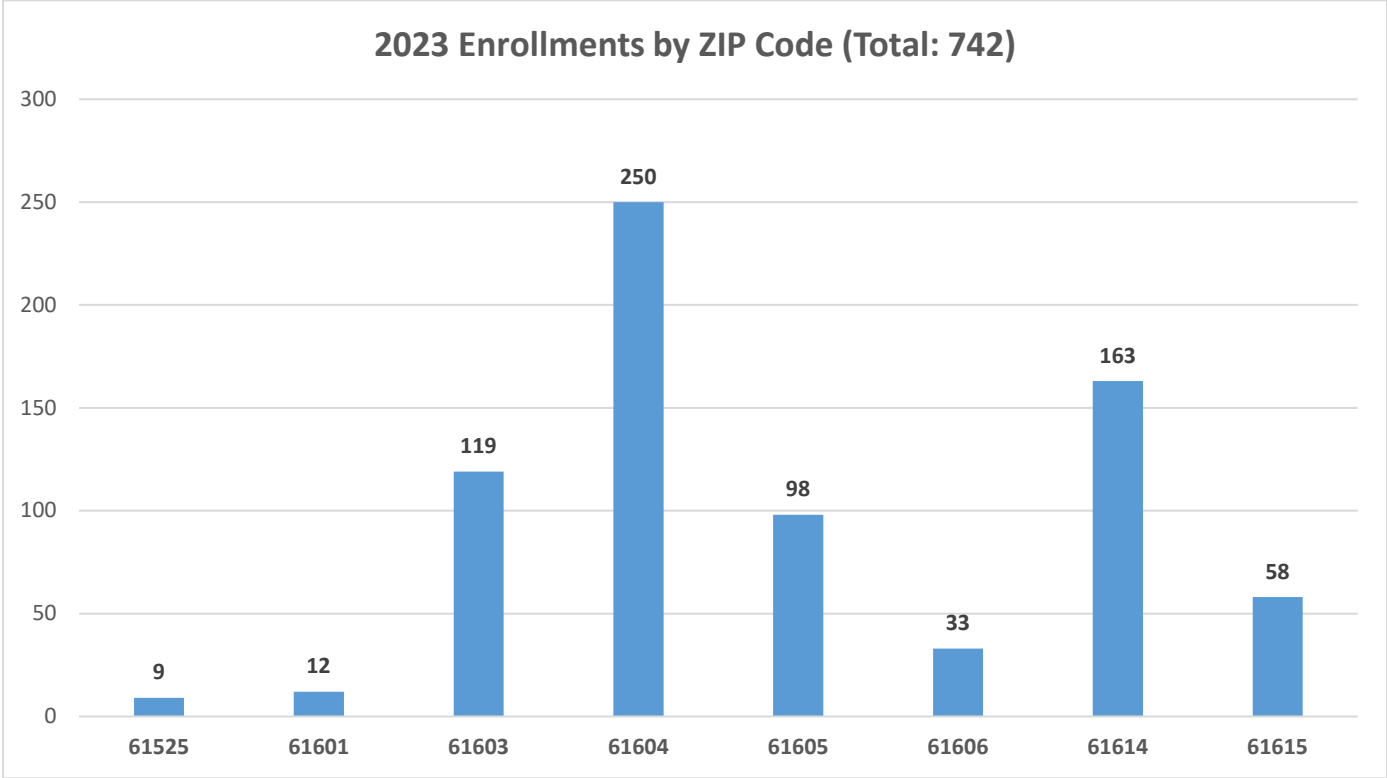
# Usage Statistics (Cont.)

The graphs below show redemptions by ZIP code, with two charts per year – a bar graph documenting overall enrollments, and a pie chart documenting a breakdown by percentage.





# Usage Statistics (Cont.)



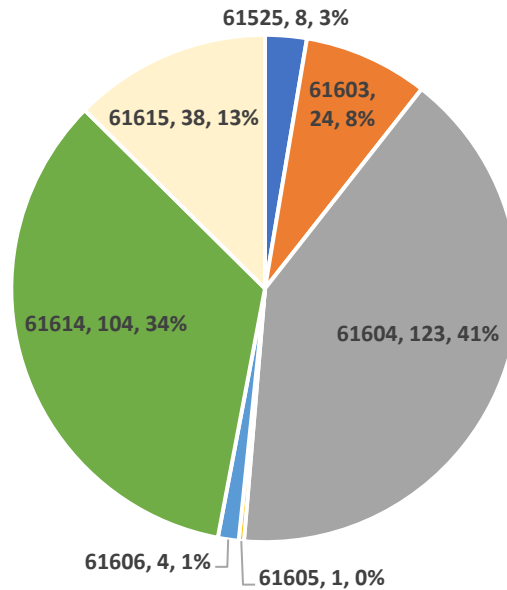
### Scholarship Data Analysis: Follow-Up 9/19/2023

Question: Of the 302 online scholarship registrations, how are those broken down by ZIP code.

The data here compares **online** enrollment by ZIP code to **all** enrollments by ZIP code.

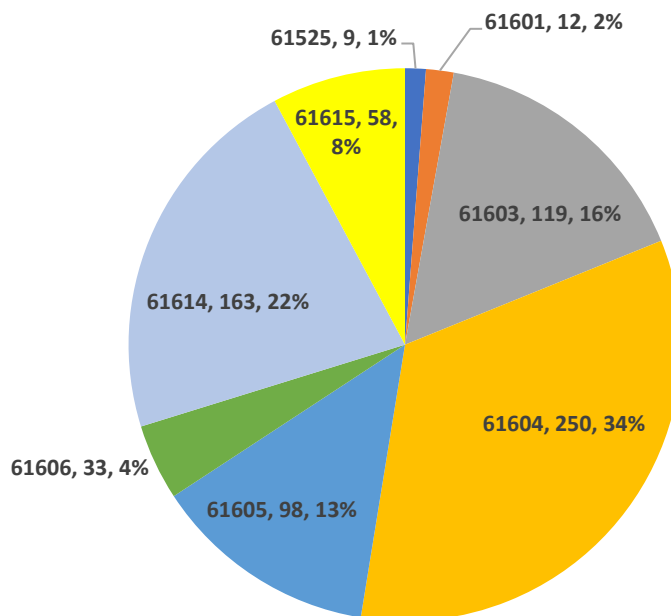
#### 2023 ONLINE Enrollments by ZIP Code (302 Total)

Data is shown as: ZIP Code, Number of Enrollments, Percentage



#### 2023 ALL Enrollments by ZIP Code (Total: 742)

Data is shown as: ZIP Code, Number of Enrollments, Percentage



Looking at the data above, we can see that the most online scholarship enrollments are coming from 61604 and 61614. We also see that the online registrations by ZIP code are not simply a microcosm of the overall data – there is some correlation between ZIP code and avenue of registration. This might raise the question, “If families in 61603, 61605, etc., are not registering online, where are they registering?” The tables below break this down by ZIP code.

|                    |            |
|--------------------|------------|
| <b>61525</b>       | <b>9</b>   |
| Noble              | 1          |
| Online             | 8          |
| <b>61601</b>       | <b>12</b>  |
| Proctor            | 12         |
| <b>61603</b>       | <b>119</b> |
| Noble              | 64         |
| Online             | 24         |
| Proctor            | 29         |
| RiverPlex          | 2          |
| <b>61604</b>       | <b>244</b> |
| Noble              | 105        |
| Online             | 123        |
| Proctor            | 21         |
| RiverPlex          | 1          |
| <b>61605</b>       | <b>98</b>  |
| Lakeview           | 16         |
| Noble              | 38         |
| Online             | 1          |
| Proctor            | 43         |
| <b>61606</b>       | <b>33</b>  |
| Noble              | 13         |
| Online             | 4          |
| Proctor            | 16         |
| <b>61614</b>       | <b>163</b> |
| Lakeview           | 3          |
| Noble              | 29         |
| Online             | 104        |
| Proctor            | 17         |
| RiverPlex          | 10         |
| <b>61615</b>       | <b>58</b>  |
| Noble              | 20         |
| Online             | 38         |
| <b>Grand Total</b> | <b>742</b> |

# Valuation

The table below details the value of the enrollment fees that were covered by the PPD scholarship in 2022 and 2023. (\*Please note that these figures represent awards that were redeemed, not a potential value of unused awards. These figures also refer to activity registration redemptions only, and do not include values for RiverPlex, Peoria PlayHouse Children’s Museum, or Proctor Recreation Center memberships.)

| Total Value of Scholarship Redemptions |              |
|----------------------------------------|--------------|
| 2023 (January - August)                | \$ 52,343.00 |
| 2022 (January - August)                | \$ 20,018.00 |
| 2022 (Full Year)                       | \$ 23,907.00 |

## Approval/Denial Statistics for 2023

The figures below show the number of complete applications processed year-to-date in 2023, and their approval statuses, along with some basic demographic information. Please note that application data includes all scholarship applications. While all scholarship recipients are offered access to all services affiliated with the scholarship program (activity registration discounts, membership discounts at RiverPlex, Peoria PlayHouse Children’s Museum, and Proctor Recreation Center), it has always been the case that some recipients are only interested in select benefits. As such, even though the remainder of this document focuses solely on activity registration figures, these figures simply show the number of applications that are processed at our front desk, and as such may also comprise individuals who choose not to engage with the activity registration component of the program.

| Approval Level | Number of Recipient Families |
|----------------|------------------------------|
| 25%            | 0                            |
| 50%            | 83                           |
| 75%            | 29                           |
| Full           | 237                          |
| Denied         | 17                           |
| <b>TOTAL</b>   | <b>366</b>                   |

| Demographic Statistics (Approved Families Only) |          |
|-------------------------------------------------|----------|
| Mean Household Size                             | 2.82     |
| Mode Household Size                             | 1        |
| Mean Household Income                           | \$19,817 |