

Minutes

The monthly meeting of the Kewanee Park District Board of Commissioners was held at the Kewanee Park District Office Board Room, 1095 Cambridge Road Kewanee, IL 61443 Thursday February 16, 2023 at 5:00 PM.

Present: President Brackett, Commissioner Kapacinskaskas, Commissioner Heberer, Commissioner Verstraete, Commissioner Morey, Director Andrew Dwyer, Jennifer Russell (Regional Media), Sara Calhoun (Kewanee Council on Human Relations), Clark Blair (EE Baker Trust)

Absent: Secretary Christy Jackson-Ehnle

CALL TO ORDER

Roll Call

1. CONSENT AGENDA
 1. CONSIDERATION OF MINUTES:
 1. Regular Meeting January 19, 2023
 2. CONSIDERATION OF FINANCIAL STATEMENTS
 3. CONSIDERATION OF BILLS FOR APPROVAL

Commissioner Verstraete motioned to approve Consent Agenda. Commissioner Morey seconded the motion. Motion Passed. 5-0

2. PUBLIC COMMENT: None

3. NEW BUSINESS

- a. **Presentation/update on E.E. Baker Trust from Clark Blair**
 - i. Clark Blair Discussed EE baker Trust over the past year. Discussion ref: balance of money market as well.
- b. **Special Use Request: Kewanee Council on Human Relations, Pride Fest. June 10, 2023 for use of green space on south end of Northeast Park**
 - i. Discussion about logistics, inclusion, parking etc...

Commissioner Heberer motioned to approve request. Commissioner Verstraete seconded the motion. Motion Passed. 5-0

- c. **Consideration of Ordinance No. 370: Annual appropriation Ordinance.**

Presentation and passage to call for publication and notice to public with final approval on March 16, 2023 at 5 p.m.

 - i. Director Dwyer laid out alterations and additions and dollar amount to budget and recommended moving forward

Commissioner Kapacinskaskas motioned to approve request. Commissioner Verstraete seconded the motion. Motion Passed. 5-0

- d. Consideration of Resolution No. 20:** Authorizing Executive Director approve Parking Lot striping at all parks.

Commissioner Kapacinskas motioned to approve resolution. Commissioner Morey seconded the motion. Motion Passed. 5-0

e. Setting additional Facility use and Activity Rates

- i. Adjusted baseball rates, placed pool rental rates on schedule , soccer rates and also introduced ½ season golf rate.

Commissioner Verstraete motioned to approve request. Commissioner Kapacinskas seconded the motion. Motion Passed. 5-0

f. Approving IT stipend for Mike Perva for 2023

Commissioner Heberer motioned to approve request. Commissioner Morey seconded the motion. Motion Passed. 5-0

4. REPORT FROM DIRECTOR

- 1.) Annual Appropriation Ordinance (Budget). With our savings and cost effective methods, we ended up 411k in the good last year. With that, Compton has indicated a max capital budget of 700k. We opted for 500k with a newly created capital reserve budget of 100k. This line item is a failsafe should we have unplanned expenditures that would keep us legally compliant budget wise.
- 2.) Have included some update language in our applicant call for the E.E. Baker Scholarship. Please review and if no concerns, I will release to schools within a week.
- 3.) We are extremely close to release facilities (Shelter rentals, ball diamond rentals, and pool rentals) to the public via recdesk. Soccer registration is also ready and will be released February 22nd. We will be dropping flyers to the school letting them know of the change and then also asking them to promote via “remind” app or whatever digital format they use. We also will be promoting via social media on our end.
- 4.) Activity Rates.
 - a. Corporate Membership Rate: City of Kewanee Police and Fire have inquired about a corporate Golf Rate for the upcoming year. Midland has offered them 10k for up to 15 persons, which is \$666 per. I have developed a similar platform that incorporates less required members at a higher rate that I believe is competitive. We will discuss in new business.
 - b. We also have a few rates that have never made it on paper which would be good for us to have listed on our activity rates
 - c. Lastly, our rate structure for soccer and baseball when displayed via our software shows some inequities that most likely will become a cause of complaint for some. As we have to list each person(with no real way of verifying authenticity) as a family member, we have run some numbers and

found that we can lower the overall cost for each player by \$5 by creating a single fee structure. We recommend this to avoid confusion, user error, and also simplify the configuration while lowering the cost of a single registration.

- 5.) I have received the boilerplate agreement from Valley Construction, If anyone would like to view or a copy, please let me know. I have both digital and paper versions. The main focus is the rate structure which you will find included in your packet. If there are no concerns, we will press forward.
- 6.) Child's best friend award. The time is nearing again to select a recipient for this year's award. If anyone has a worthy recipient in mind, please pass on to me and I will compile a list for your consideration.
- 7.) Other Activities
 - a. Attended is IAPD conference with Paula. Met with Iparks staff on a meet and greet. Training sessions participated in are: Open Meeting Act, managing an older workforce. FMLA, ADA and other Illinois law, designing fitness focused playgrounds, the awards luncheon , keynote speaker session, and also visited the exhibit hall to speak with vendors.
 - b. Launching a "giving table" that will be in the Park District office where families can take and leave used sporting items for others to enjoy as their kids grow. This will be a free program and we will be promoting it to the community once set up.
 - c. I am beginning to teach Junior achievement this Friday and will last for approximately 5 weeks
 - d. A bulk of the time this past month has been spent on budget and recdesk and finalizing many dates on the calendar for the upcoming year.
 - e. I have been informed by Parkreation that our replacement playground for Chautauqua should be installed in March or May, pending the ground and weather.
- 8.) In the parks
 - a. Trees have been removed on 2, 17, 18 and a few other places
 - b. Equipment is being serviced and prepped for season
 - c. Concrete for the pallet racking has been poured
 - d. Reels and other cutting edges are being prepped for season

COMMISSIONER COMMENTS

Commissioner Verstraete: Complimented a very nice looking budget

Commissioner Morey: Happy to see the Pride fest taking place at one of our parks

Commissioner Heberer: Asked about minimum wage increases. Asked about 19th hole staffing, prices, Asked about performance evaluations

Commissioner Kapacinskas: Andy and I attended IAPD conference – come away with great ideas and discussions. Strategic plan in place. DEI initiative. Awards luncheon and contests. Invite staff to IAPD Conf

Commissioner Brackett: Moving forward quick. Apologies for not being here last meeting, was under the weather that happens to all of us.

5. CLOSED SESSION

Sec. 120/2. C-1 Open Meetings The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body

Commissioner Kapacinskas motioned to enter closed session. Commissioner Verstraete seconded the motion. Motion Passed. 5-0

Return to regular session

6 ADJOURN

With nothing further to discuss President Brackett entertained a motion to adjourn the meeting. Commissioner Heberer motioned to adjourn the meeting. Commissioner Verstraete seconded the motion. All in Favor. Motion Passed. 5-0