LITCHFIELD PARK DISTRICT Meeting Minutes

Regular Monthly Meeting on April 3rd, 2024

7:00 PM – REGULARLY SCHEDULED MONTHLY MEETING OF THE BOARD OF COMMISSIONERS for the Litchfield Park District, 1100 South State St. in Litchfield, IL, called to order by President Jeff Heyen.

Roll Call: Jeff Heyen X Brian Kulick X Sherry Bergschneider X Kaitlin Fenton X Katie Cross X Chris Bates Blake Middleton X

Recognized guest Gerome Henderson to discuss the placement of vending machines in the parks consisting of dog treats, first aid products and family friendly snacks. The board agreed to allow Gerome to place 1 dog treat machine at the dog park as a test.

Recognized guest Jake Fleming to discuss improvement of existing Soccer fields at the Community Center through a grant he submitted to the Kilton fund on behalf of the park board. for a concession stand/ restroom building. Also looking into expanding the area for other activities. The board supported the Kilton fund request and suggested a committee be formed to advise the park board in future projects if the Kilton fund request was approved.

A motion to accept the minutes from the March 6th,2024 meeting.

A motion to accept was made by Blake Middleton and seconded by Brian Kulick. The motion carried.

A motion to accept all financial reports for March 6th, 2024:

Monthly Balances

Cash Receipts/Deposit Detail

Cash Disbursements/Bills

Monthly & YTD Profit & Loss

Profit Loss Between Fiscal Years

A motion to accept was made by Brian Kulick and seconded by Katie Fenton. The motion carried.

Committee Reports

Park Maintenance by Blake Middleton

Update on park openings.

All the parks are currently open.

Ball Parks by Sherry Bergschneider

• Discuss Ball Park Openings.

All the ballfields are available to use starting April 1st.

Community Center by Katie Cross

• Website Update.

The website has been up and running. Katie Cross, Debbi and Steve have been trained to take care of the site. We have had numerous people reserving Pavilions at Walton Park. It has been a great time saver for the office employees. We continue to update the new site as needed.

Recreation/Reinvesting by Kaitlin Fenton

• Report on Easter Egg Hunt.

The original Easter bunny had to cancel due to illness, but Steve was able to find a replacement. We had 1,000

Easter eggs out in each of the four age groups. All 4,000 eggs were picked up in five minutes. Five bikes were donated by Buck and Jenny Longwell as prizes. Thanks to the Litchfield Community Partners, all donors and the Women of the Moose for their help.

• Report on Casino Night

Our Casino Night did not draw as many people as the last two have. There were too many other events happening in the area on the night. We did have 13 table sponsors. We did not make enough profit on the event for the equipment we wanted to purchase.

Financial by Brian Kulick

• Discuss and take action on Budget ordinance #268

A motion was made by Brian Kulick to approve the Budget ordinance #268. Blake Middleton seconded the motion and a roll call vote was taken. Ordinance #268 was unanimously approved.

Pool by Chris Bates

• Discuss upcoming pool season.

Steve met with Julie Foss today. They will be interviewing applicants on May13th. A meeting with all the new pool employees will be held on May 18^{th} at the Community Center to have them fill out the new hire paperwork. The pool will open on May 25^{th} .

Old Business:

• Update on Kilton Fund submission.

We submitted our requests for \$50,000.00 for two new maintenance vehicles and a request for \$32,521.09 to purchase fence Mow-guard at the dog park and fence slats at Memorial pool. An additional request for \$100,000.00 was sent in on our behalf for a new concession stand and restrooms for the soccer park.

• Report on Richie Fund.

We plan to use the funds we have accumulated to be used to buy concrete slabs to go into pavilions 2,3 and 4 and a cover to go over the stage. Director Bryant is waiting on bids for the concrete and is looking for options for the stage cover.

New Business

• Discuss and take action on a yearly maintenance contract for the generator at the Community Center. A maintenance contract for the generator was offered to us by Oakley Services. A motion was made by Brian Kulick to purchase the contract and was seconded by Katie Cross. The motion carried.

Executive Session:

Adjournment:

A motion to adjourn was made by Blake Middleton and seconded by Kaitlin Fenton. The motion carried.

Commissioners' \$150 allotment for fiscal year:

2023-2024	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	FY
Jeff Heyen													
Brian Kulick													
S. Bergschneider													

Kaitlin Fenton							
Katie Cross							
Chris Bates							
Blake Middleton							