

LITCHFIELD PARK DISTRICT  
Meeting Minutes  
Regular monthly Meeting on March 5th, 2025

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\_ Katie Cross \_X\_ Brian Kulick \_X\_ Sherry Bergschneider \_X\_ Kaitlin Fenton \_X\_ Christopher Bates \_A\_ Blake Middleton \_A\_

**A motion to accept the minutes from the January 8<sup>th</sup>, 2025 and February 5th, 2025 meetings.**

A motion was made by Brian Kulick and seconded by Katie Cross.

**A motion to accept all financial reports for January 8<sup>th</sup>, 2025 and February 5th, 2025 meetings.**

Monthly Balances  
Cash Receipts Deposit Detail  
Cash Disbursements/Bills  
Monthly & YTD Profit & Loss  
Profit Loss Between Fiscal Years

A motion was made by Brian Kulic and seconded by Katie Cross.

**Committee Reports**

**Park Maintenance** by Blake Middleton  
Final report on storm damage repairs.

All damage has been repaired. Blake Middleton has been paid and the case was closed as of 03/04/2025.

**Ball Parks** by Sherry Bergschneider  
Discuss field use agreements for 2025

Annual field use agreements have all been written. We are waiting for them to be signed and returned.

**Community Center** by Katie Cross  
No report.

**Recreation/Reinvesting** by Kaitlyn Fenton  
TLC Update  
TLC didn't have too many things solidified. They would like to use our tennis courts this year for Pickle Ball since it is more shaded than the courts at Madison Park. The youth group didn't have anything planned that would include us.

Discuss and take action on calendar of events  
Our calendar of events meets the approval of everyone. Kaitlin Fenton made the motion and it was seconded by Sherry Bergschneider. The motion carried.

Discuss this year's concert series  
We need a band to play at the concert on July 11<sup>th</sup>. If anyone has any suggestions for a band please let Director Steve Bryant know. LNB will not be a sponsor this year so the Park District will have to pay for one band.

Discuss and take action on Little Miss and Big Mister and Little Mister and Big Miss dances, The Little Miss and Big Mister and the Big Miss and Little Mister will be held on March 28 and 29<sup>th</sup> from 6:30 - 8:00 respectively. This will be held at the Community Center. There will be a \$10.00 charge for the child and their chaperone/parent will be free to attend. Eric Weeks will be the DJ for both nights.

Discuss plans for Easter Egg Hunt.

The Easter Egg Hunt will be held on April 12<sup>th</sup>. We have sent letters out requesting sponsors for the event. We are planning to stuff 4,000 eggs this year.

Report on Park District participation for Festival of Trees

The LCP will be hosting a Festival of Trees at the Community Center on November 14 and 15. They will be setting up on November 13<sup>th</sup>.

Discuss the park district/allied sports programs relationship and ongoing support.

The sports programs are set up as a separate entity. They sign contracts to use the fields. We take care of the maintenance of the fields and the concession stand at Schalk Field. If damage is done that is not related to normal wear and tear, the organization using the field is responsible for paying for any supplies needed to repair the damage.

**Financial** by Brian Kulick

Discuss upcoming Budget.

The budget is coming up this month. Director Steve Bryant, Commissioner Brian Kulick and Administrative Assistant Deborah Anderson will be working on it.

**Pool** by Christopher Bates

Discuss upcoming pool season.

Pool Manager Julie Foss will be returning this year. We also have an adult that will be working at the concession stand with the help of the lifeguards.

**Old Business:**

Continue discussion on restroom/concession stand project.

We now have all the estimates available for the concession stand and restrooms for Davis Park. The final cost is estimated to be \$206,000.00.

Report on the April 1, 2025 consolidated election.

We are under a month away from the election. We have three Commissioners running in this election. This will leave us short one Commissioner. We will have to fill the vacant seat.

**New Business:**

Discuss upcoming SIPRA Legislation Breakfast

There will be a Sipra Zoom meeting on March 14<sup>th</sup>. There is a new law pending that states that children under the age of 16 holding jobs must have an adult present during their shifts. This is expected to become a law later this month.

Legislative Update.

Discuss and take action on Kilton fund request.

The Kilton Fund submission for the Concession stand and restrooms at Davis Park is completed and will be submitted this week. A roll call vote was taken about the submission.

Jeff Heyen	YES
Katie Cross	YES
Brian Kulick	YES
Kaitlin Fenton	YES
Sherry Berkschneider	YES

