

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
DECEMBER 11, 2019**

**CALL TO ORDER** – At 6:00 PM, Don Peasley called to order the Lincoln Park District Board of Commissioners’ monthly business meeting.

**ROLL CALL** – Commissioners attending were Don Peasley, Gary Nodine, Laura Duffer, Dave Perring and Bob Thomas. None were absent. Attending from the Park District were John Andrews, Angie Coombs, Abby O’Brien and Jennifer Prather. Vern Haseley was absent.

**PUBLIC HEARING** – At 6:01 PM, Don Peasley opened the floor for the public hearing to discuss Ordinance #338, which consists of the 2020 Budget and Appropriation. As there were no comments nor questions from the guests present, the hearing was closed at 6:02 PM.

**MINUTES OF MEETING** – Minutes of the November 13, 2019 meeting were presented to the board for review. Don asked if there were any questions, comments or suggested changes. Gary Nodine motioned to approve the minutes as presented, which was seconded by Laura Duffer, and approved after a unanimous, roll-call vote.

**RECOGNITION OF VISITORS:**

-Honorable Judge William Workman introduced himself to the Board then proceeded to explain that he is currently an Associate Judge in Logan County, but is running for the position of Resident Circuit Judge. A brief history of his background included his status as an Army JAG Corp Veteran, trial attorney, State’s Attorney, serving on Logan County’s Drug Court & Veteran’s Court, which is Circuit-wide. Bob inquired as to the difference between his current position and the one for which he is running. Judge Workman explained that Associate Judges are appointed for 4-year terms and Resident Judges are elected to a 6-year term. John asked Judge Workman about what he felt set him apart from his opponent. Judge Workman stated that he believes that each Judge’s work history and experience is the important issue. With no further questions posed to Judge Workman, he thanked the Board for his time and chose to stay for the meeting.

-Tod Stanton, of Design Perspectives, thanked the Board for contracting him to complete the OSLAD Grant application for the 2020 Fiscal Year. He wanted to present a modified proposal for the Master Plan that was previously presented. Mr. Stanton informed the Board that the Master Plan is an essential part of the OSLAD application, which shows DNR how the planned project will correlate to the state. A brief history of his company included the fact that there are 2 companies under 1 umbrella; Design Perspectives and Public Research. Mr. Stanton explained that he personally has a background in Parks & Recreation, but additionally holds a Masters in Parks & Rec as well as an Associate’s Degree in Landscaping. The handout provided a detailed scope of services provided, which consisted of 3 main steps to complete a (usually successful) OSLAD Grant application. The first step includes Internal Coordination, which consists of holding community meetings and surveys to assist in developing plans and ideas for designs. The second step reviews levels of service and amenities currently provided to shed light on any gaps in service. The final step consists of writing the plan, including demo graphics and detailed plan of action. Tod assured the Board that he has successfully worked with smaller park districts in the past. If the Board approves, Tod stated that work can begin on the Master

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Plan in February and finished in April, which is before they begin working on the OSLAD Grant in May. John inquired if the 2020 OSLAD Grant dates had been published yet, which Tod verified that they were recently. Tod explained that they would be working with the staff and Board as part of the process to develop their plan. John explained that he has been speaking with the City to inquire about deeding over the parks that we already maintain; then asked if that would benefit the Park District in the OSLAD Grant application. Tod stated that adding the 4 parks would increase potential projects to be included in the design and planning. Abby queried about community receptiveness when Design Perspective contacts them during the surveying portion of the Master Plan process. Tod stated that it depends; some attendance is small enough to require a second meeting, but the key is to find a good date that will allow the most to attend. Bob Thomas made the motion to approve Design Perspective’s proposal to create a Master Plan for the Park District, which was seconded by Gary Nodine. The motion passed after a unanimous, roll-call vote. Tod thanked the Board for their time and business and, before he left, assured John that he would prepare a formal schedule and send it soon.

**ACCOUNTS PAYABLE** – The operating expenses were submitted for approval in the following funds:

|                            |   |    |                 |
|----------------------------|---|----|-----------------|
| <b>GENERAL</b>             | - | \$ | <b>4,372.49</b> |
| <b>RECREATION</b>          | - | \$ | <b>4,373.67</b> |
| <b>INSURANCE LIABILITY</b> | - | \$ | <b>3,829.00</b> |
| <b>CAPITAL IMP.</b>        | - | \$ | <b>601.10</b>   |

Laura Duffer made the motion to approve Accounts Payable, which was seconded by Dave Perring. The motion passed after a unanimous, roll-call vote.

**CASH FLOW REPORT** – The following balances were reported as of November 30, 2019.

|                                  |   |    |                     |
|----------------------------------|---|----|---------------------|
| <b>RECREATION</b>                | - | \$ | <b>24,396.00</b>    |
| <b>GENERAL</b>                   | - | \$ | <b>111,719.51</b>   |
| <b>CAPITAL</b>                   | - | \$ | <b>1,201,098.39</b> |
| <b>AUDIT</b>                     | - | \$ | <b>4,790.76</b>     |
| <b>LIABILITY</b>                 | - | \$ | <b>69,557.78</b>    |
| <b>2014 DEBT CERT &amp; INT.</b> | - | \$ | <b>39.88</b>        |

Angie pointed out that she had included a report of both Real Estate and Personal Property Replacement Taxes received in 2019.

**DIRECTOR’S REPORT – JOHN ANDREWS**

- Martin Engineering’s Coring Crew was already out to extract samples, and drilled 5 holes, for the upcoming road project. We will have to route the public through the Front Office while the road project is underway, and if the weather allows, the work should be done before the pool opens. Don inquired about plans to notify the public of the change. John assured the Board that

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signs would be posted well in advance as well as advertising the project via Facebook and our website.

- There have been 4 TVs installed in the complex, which are the new ones for advertising. We still have 1 more to install somewhere else. It was suggested in the Front Office where there is also some traffic flow.

**OPERATIONS REPORT – VERN HASELEY presented by John**

-They were able to get some trees transplanted before the spade had mechanical issues and they have been working on fixing those.

-As previously mentioned, they installed the new marketing TVs.

-We received 2 generators from McGee's and have worked on fixing them up to an improved working condition.

**PROGRAM REPORT – ABBY NEECE**

- Jr Railer started on December 7<sup>th</sup>, with the first games scheduled for the 14<sup>th</sup>.

-Coed Volleyball League registration is open to 8 teams (we had 6 last year).

-Saturday with Santa is scheduled for 9-11am on December 14<sup>th</sup>, which is a collaboration with WLCN and the High School's NHS.

-Pickleball Clinic was held on Sunday, with 5-6 participants.

**FITNESS MANAGER'S REPORT – JENNIFER PRATHER**

- November attendance of group classes was 1,013, which is up from last year.

-The On-Target Holiday Challenge ends December 12<sup>th</sup>.

- Dec 13<sup>th</sup> will be the next Senior Class Potluck luncheon.

- Membership Drive staff winner was Ed, who brought in 55 membership purchases (new and renewals), which was 13 more than he did last year. He will be given a gift card as a prize.

-We had our annual Turkey Challenge, which was well attended, just before Thanksgiving.

-We will be having a Holiday Hustle on the last day of classes, which will last over an hour with 5 instructors contributing to the class.

-I hired a new instructor to teach Zumba. Gary inquired if the class had been previously offered, which Jen verified that it has been. Laura stated that this is the type of class where the instructor makes a huge difference in successful attendance. Jen agreed with Laura stating that Rachel Welker currently has a following at the VFW, but we hope that her class will also be popular here, as it has been a request by some of the public.

-I have the January / February schedule out for circulation.

-Taylor is teaching a special class, Mom & Baby Yoga, which is something new to the Park District.

-We will be a host site for Spin Certification January 18<sup>th</sup>. Gary inquired if the event is restricted to our staff or includes the public. Jennifer explained that the public is welcome to register, but a few of our staff are taking advantage of not having to travel to get certified. A perk is that the official Spin website is also advertising the event, so our facility will get additional exposure via their marketing. We hope that others from the region will register for the event.

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**CORRESPONDENCE:**

-John stated that he had received an email from a patron, which relayed complaints about limited locker space available. We have seen several new members lately, and some have expressed interest in locker availability. Jen explained that there are some damaged in the men's locker room, which Gary verified. John stated that the issue will be investigated more.

**UNFINISHED BUSINESS:**

**A. Capital Improvements:**

1. Roof Replacement – Final coating still needs to be applied, otherwise done for now.
2. Road Project – See Director's Report.

**B. Aquatic Center- Nothing new to report.**

**C. Memorial Park:**

1. Trees had been planted.
2. Staff were able to mow one last time and leaves were mulched in the process.

**NEW BUSINESS:**

- A. Ordinance#337 – 2020 Tax Levy: Dave Perring made the motion to approve the adoption of Ordinance #337 – 2020 Tax Levy as presented, which was seconded by Laura Duffer. Motion passed after a unanimous, roll-call vote.
- B. Ordinance#338 – 2020 Budget & Appropriation: Dave Perring made the motion to approve the adoption of Ordinance#338 – 2020 Budget & Appropriation as presented, which was seconded by Bob Thomas. The motion passed after a unanimous, roll-call vote.
- C. January 1, 2020 Payment to pay 2014 Debt Certificate in the amount of \$340,275.00, which consists of \$305,000.00 principle and \$35,275.00 interest. The Board approved.
- D. Requesting permission to open an account for the 2019 Series GO Bond monies to be received in 2020. The Board approved.
- E. Upon Don asking for any additional matters to be discussed, Gary inquired about the locker rooms and if they had been pressure washed after the pool closed. He also mentioned that there are shower curtains missing as well as broken soap dispensers. John stated that he would speak to maintenance staff about the matters mentioned.

**EXECUTIVE SESSION:** The Board entered Executive Session at 6:45 P.M. to discuss an employee matter and exited the meeting at 7:12 P.M. There were no actions to be recorded upon exit.

**ADJOURNMENT:** Seeing no further business, Gary Nodine moved to adjourn the meeting, Bob Thomas seconded the motion. The motion carried. Adjournment: 7:14 P.M.

**NEXT MEETING:** The next meeting date will be Wednesday, January 08, 2020 at 6:00 P.M.