

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
JULY 14, 2021**

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 Becky Strait, Vern Haseley, Jennifer Prather, Jaylee Swinford, and Angie Coombs. None were absent.

VISITORS – NONE

MINUTES OF MEETING – Minutes of the June 09, 2021 meeting were presented. Don asked if there were any questions, comments, or suggested changes. Angie stated that Becky had pointed out a discrepancy regarding a vote. Angie amended the minutes to state the correct vote record, which was included in the Board’s packet. Laura Duffer made the motion to approve the minutes as presented, Dave Perring moved to second it, which passed after a unanimous, roll-call vote.

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

GENERAL	-	\$	4,241.54
RECREATION	-	\$	9,417.17
CAPITAL IMP.	-	\$	1,162.79

Don asked if anyone had any questions about the listed Accounts Payable. Dave asked about the Ag-Land FS bill, which Angie explained that it was for fuel used at the shop. Laura Duffer made the motion to approve Accounts Payable, which was seconded by Gary Nodine. The motion passed after a unanimous, roll-call vote.

CASH FLOW REPORT – The following balances were reported as of June 30, 2021.

GENERAL	-	\$	106,342.45
RECREATION	-	\$	(87,059.37)
CAPITAL IMPROVEMENT	-	\$	911,851.89
AUDIT	-	\$	5,081.35
LIABILITY	-	\$	36,196.75
2014 DEBT CERT.	-	\$	5,052.73

Don inquired about Real Estate Tax Income, which Angie stated that usually the first check is received towards the end of July, but one was received that week. Angie then stated that the next day a PPRT payment arrived via mail. At Becky’s request, Angie informed the Board that Abbott’s had to request an increased limit at Heartland/State Bank of Lincoln, without which would have required the payroll direct deposit to be split into two transactions.

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EXECUTIVE DIRECTOR – BECKY STRAIT

- A slideshow presentation was displayed as she spoke on a few topics:
 - July 4th Celebration:
 - Children’s Parade:
 - Took place on Saturday, July 3rd.
 - The Firetrucks were able to stay and spray the children at the end of the parade.
 - The pool was open to the public 12-6pm:
 - Each patron received a ticket to redeem a free popsicle.
 - Jennifer and the Guards held games throughout the day.
 - Events on the grounds began after the pool closed:
 - Bounce Houses were inflated around the driving range shed.
 - Food trucks were set up next to the driving range shed towards the split rail fence.
 - Lawn games were set up between the drive and east parking lot fencing.
 - Face painting and balloon creations took place along the parking lot fencing.
 - The band set up in front of the diamond shed.
 - There was a lot of positive feedback that evening; the public was very appreciative.
 - Staff made notes about areas that could be improved next year.
 - Gary asked if there had been any complaints about the national anthem?
 - He had heard that the band could not be heard as near as the driving range shed.
 - Dave stated that he was able to hear it at the Tee Ball Field.
 - Jaylee and Angie both stated that the vocals could have been louder.
 - Bob agreed that he was at the golf shed and couldn’t really hear it.
 - Becky made a note to find a better sound system for the national anthem.
 - Bob inquired about the food truck that left early.
 - Becky stated that they had sold out of their inventory for the night.
 - Gary asked how many food trucks were in attendance, which was verified as 3.
 - Becky stated that there was confusion about the concessions that she has noted.
 - Gary inquired if there was any issue with the limited restrooms available.
 - Dave stated that he never saw any lines of people waiting to use the facilities.
 - Becky explained that she researched port-a-pots for the HS lot, but the church opened their building for the public to use their facilities.
 - Dave stated that the balloon guy was a hit.
 - Third Friday Downtown:
 - This Friday is the next date, with a rain date scheduled for next week.
 - We will not be able to have the wheelchair swing at this event.
 - The installation process will begin soon.
 - There was a delay on the rubber tiling.
 - Allowed more time to review the product manual.
 - Discovered that a smaller area than expected would be required for proper installation.
 - The 32’x32’ area only needs to be 16’x30’, which will save money.
 - Gary inquired if the reduced area meets ADA guidelines.
 - Becky informed the Board that the guidelines were verified in the installation manual.
 - Becky plans to use the same games at this event as were planned for the previous date, which was rained out.
 - Courtney, the tumbling instructor, has agreed to perform a demo for the public.
 - Last month’s event resulted in 193 responses to the community survey.

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- As promised, random submissions were chosen to win prizes.
- 2 Family Pool passes, and 1 Full Access Pass were awarded to the winners.
- City Parks
 - The meeting with the Mayor was rescheduled.
 - The Community Survey shows that the public is very interested in a dog park for the community.
 - Becky informed the Board that the City would consider a pilot program with the 8th Street park property.
 - There would be an inter-governmental agreement about responsibilities and expectations.
 - Becky asked if the Board would consider it if the City maintained their own parks in exchange for LPD maintaining only the 8th Street property for the pilot program.
 - Various Board members asked questions about revenue and collaborations regarding responsibilities if 8th Street was to be maintained by LPD.
 - Laura inquired if the 8th Street property would be large enough to include both a dog park and splash pad, which was verified that it does have sufficient space.
 - Gary did question why the City would be pushing 8th Street when they have delayed making any decision about the other parks.
 - Becky reminded the Board that upon the City receiving the property, there was a very publicly shared plan for the space but lacked any funding to bring it to fruition.
 - Becky stated that there is a big push state-wide to apply for the OSLAD grant.
 - Gary queried the timeline, to start the conversation with the City, regarding the possibility of creating an agreement and then a plan for 8th Street.
 - Concerns were expressed about ALMH not supporting the transition and any future development for the property but were open to possibly including them in a collaboration.
 - Don reminded everyone that the ALMH Foundation donated the fitness court to the community.
 - Dave suggested asking for all the parks if the City wants LPD to accept the 8th Street property, to which Gary agreed.
 - Becky then asked if the consensus was to be open to a conversation, but the majority of commissioners stated that they would prefer it if 8th Street would be deeded over with the other parks.
- Freezer space in the pool concession was limited, an additional freezer was purchased.
- Allen Concession stand still has a broken Pepsi cooler scheduled for repair.
- The 9/11 Memorial & Mud Runs:
 - Planning the events are in progress.
 - The routes have been approved.
- The Administrative Assistant is looking to retire, and we have been working with IMRF to coordinate that process.
- George Alarm camera issues:
 - There have been 2 thefts at the pool.
 - Only half of the cameras are currently working.
 - Unable to provide video or images to police for reports.
 - Becky will speak to George Alarm on the matter:
 - Dave suggested asking for a discount for lack of service.
 - Gary inquired if researching the contract and other companies should be considered.
 - Laura suggested that LPD staff check the camera feeds daily.

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- OSLAD Grant open for applications July 15th through September 1st, 2021.
 - o Becky asked the Board for their priority to focus on when preparing the application.
 - Don asked for thoughts.
 - Gary stated that the LPD grounds were previously included, but the application was denied; perhaps the application could be amended appropriately.
- ISP Background Training:
 - o There are 2 options available, and each has a fee associated with it.
 - o State only includes electronic and live scan and costs \$15 per person.
 - o State & FBI costs more, and a majority would not need such a thorough check.
- Becky will be taking a Certified Pool Operator's course next week.
- Staff training with Officer Butterfield is being scheduled.
- A staff pool party is scheduled for August.
- Phase 5 Reopening has been going well.
- Water main repair was completed by July 3rd.

OPERATIONS REPORT – VERN HASELEY

- Vern informed the Board that a new leak was discovered during the latest big rain.
 - o Ryan, of Garland Roofing, was on site today to inspect the area.
 - o Found rips and tears in the roofing, which were repaired.
 - o There will be a water test later this week to check the repairs.
- Staff have been busy keeping up with mowing and preparing for all of the events.

PROGRAM REPORT – JAYLEE SWINFORD

- Summer programs are in full swing:
 - o Tie-dye camp had 8 participants.
 - o Women's softball has 4 teams and only a few more weeks left.
 - o Theater camp has 14 kids registered.
- Coed 16" Softball registration is open.
- Adult Kickball League is going well:
 - o Laura inquired about alcohol consumption and game play.
 - o Jaylee explained that as registration was complete before the Board voted on allowing alcohol, they decided not to currently allow it.
 - o Jaylee stated that she is working on scheduling a tournament, perhaps on a weekend, and possibly collaborating with Spirited Republic for that event.
- Nature Camp has 2 sessions scheduled with around 23 kids already registered.
 - o Dr. Campbell, of Lincoln College, will be assisting with the event.
 - o A day at Creekside has also been planned.

FITNESS MANAGER'S REPORT – JENNIFER PRATHER

- Group Fitness class attendance for June was 1,048 including water aerobics.
- The first week of July had free group fitness attendance, but 1 day was closed due to water main work.
- Virtual classes are still being posted for members and are well liked.
- Fall classes will be adjusted and the schedule changed to accommodate work hours.
- Katie and Jen are working together to offer a fitness assessment special offer
- A fall open house is being planned.
- Beginner classes are also being planned for the fall schedule.
- The upcoming Balloon Fest has scheduled to have the evening glow on LPD property.

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- Gary and Laura agreed that it would be a good idea to invite some food vendors.
- Police assistance was questioned, but the consensus was that it should be like the July 4th fireworks show and the public did not require police presence
- Vern and Becky both asked Jennifer to speak with event coordinators to discuss the space needed to accommodate the balloons.

POOL MANAGER'S REPORT – JENNIFER PRATHER

- There have been 2 successful sessions of swim lessons with 2 more scheduled.
 - Registrations: Session 1 – 40, Session 2 - 34, Session 3 - 28, Session 4 - 38.
 - Parent & Child Lessons had 14 registrations.
 - Private lessons have had increased registrations.
 - Don inquired if all registrations have been via LPD, which Angie verified they have.
- Lap swim has been extremely popular.
 - Early morning hours have been added twice a week, from 7-9am.
 - New names have been registering for lap swims this summer.
- Springfield YMCA has recently visited the LPD pool, since they oversee our local Y.
 - Our staff and facility received high praise from the Springfield Y representative.
 - Since then, the Springfield Y has bused in kids from Springfield daily to use the facility.
- Lifeguards are doing a minimum of 4 hours in-service training monthly.
- So far, guards have had to perform 4 saves this summer.
- Upcoming family fun days each have a theme: July – Christmas & August – Birthdays.
- Pool hours will be adjusted in August to accommodate school starting.
 - Weekends will remain unchanged.
 - Weekdays will have the regular lap swim, but then only open in the evenings M-F.
- Lifeguards receive incentive coins, which are earned by attending training, asking questions, doing good work, and can be exchanged for prizes such as merch and food.
- An end-of-season pool party/event is scheduled to show appreciation for our seasonal staff.

CORRESPONDENCE: NONE.

UNFINISHED BUSINESS:

A. Capital Improvements:

1. Exterior Water Main: Finished.
2. Rotary Wheelchair Swing installation:
 - a. Vern stated that the reduction of space needed for the installation will save money.
 - b. He then asked the Board's permission to use those saving to pay to have the concrete pad poured by professionals instead of LPD staff.
 - c. The Board agreed to reallocate the funds to cover the cost of paying to have the pad poured.
 - d. Vern was very appreciative; stated this would allow LPD staff to work elsewhere.
3. Exchange Club Park playground installation:
 - a. Equipment has been installed.
 - b. The remaining work has been scheduled for this week.

B. Aquatic Center:

1. A leak is suspected under the wading pool.
 - a. Vern explained the pump system in the pit, which keeps overflowing and causing alarms to go off.

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- b. The water in the pit was tested and found to have chlorine, which means that it is not solely ground water.
- 2. The pumps had been running 24/7 and once they stopped, it was noticed that the pool was losing water.
 - a. Burbach Aquatics, the engineering company, was contacted.
 - b. The suggestion was purchasing a dye to detect a leak.
 - c. Gary asked if they were sure that it was the splash pad that was leaking.
 - d. Vern stated that it was almost certain, but the dye test would help confirm where the leak was located.
- C. COVID: See Becky's report.

NEW BUSINESS:

- 1. Fiscal Year 2020 Audit:
 - a. Angie informed the Board of a suggestion provided by the Auditor regarding the CD investments.
 - 1) It was suggested to invest in rotating 5-year CD's of \$100,000.00 each.
 - 2) The first year would require a tiered time-lapse of 1-5 years, but upon each maturity, renewing that CD for 5 years.
 - 3) Each maturity would make \$100,000.00 available to use for either reinvestment or for Capital projects.
 - 4) A longer investment term offers a significantly higher interest rate.
 - b. The Board is interested but asks that bank rates be compared before progressing.
 - c. Laura Duffer made the motion to approve the Fiscal Year 2020 Audit Report. Gary Nodine moved to second the motion, which then passed after a unanimous, roll-call vote.
- 2. Vern asked the Board for their approval to begin searching options to replace the Ford F350, which only a few staff can drive since it is a manual and is the oldest.
 - a. A quick search showed possible replacements to be around \$32,000.00, but it was not a very thorough search, just enough to get an idea of the price.
 - b. The Board approved of Vern beginning the search for a replacement.

EXECUTIVE SESSION: Laura Duffer made the motion to enter Executive Session at 7:18 pm to discuss employee related matters. The motion was seconded Gary Nodine and passed after a unanimous, roll-call vote. The Board exited Executive Session at 7:46pm. Dave Perring made the motion to approve salary raise, as discussed within executive session. Laura Duffer moved to second the motion, which then passed after a unanimous, roll-call vote.

ADJOURNMENT: Seeing no further business, Dave Perring made the motion to adjourn the meeting, Laura Duffer seconded, and the motion carried. Adjournment: 7:47 P.M.

NEXT MEETING: The next meeting date will be Wednesday, August 11, 2021 at 6:00 P.M.