

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
AUGUST 11, 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 and Bob Thomas. Dave Perring was absent. Attending from the Park District were Becky Strait, Vern Haseley, Jennifer Prather, Jaylee Swinford, and Angie Coombs. None were absent. (Dave Perring arrived at 6:14 p.m.)

MINUTES OF MEETING – Minutes of the July 09, 2021 meeting were presented. Don asked if there were any questions, comments, or suggested changes. Laura Duffer made the motion to approve the minutes as presented, Bob Thomas moved to second it, which passed after a unanimous, roll-call vote.

VISITORS –

- Jordan Jacobs, a summer intern & ground crew, who is in his Jr. year of studying Parks & Recreation at ISU spoke to the Board about his summer experiences at LPD. Although he mainly worked on the grounds and diamonds, he also worked with Becky and Jaylee for different programs and events. Jordan stated that he hopes to return next summer. Becky thanked Jordan for his time and presented him with a gift basket.

- Elizabeth Parrott, Head Lifeguard and Certified Lifeguard Instructor, who is studying Elementary Education spoke to the Board about her summer experiences at LPD thus far. Elizabeth reported that swim lesson participation was high this summer and she also taught a Jr. Lifeguard program, which was a new program. A Springfield YMCA representative inspected the LPD pool prior to the Lincoln Y’s summer childcare program began. The representative was so impressed with the facility, that they arranged to bus children from the Springfield program to utilize the aquatic center several times. Elizabeth finished her summer synopsis by stating that the in-service training provided by Jennifer not only helped the guards keep their skills sharp, but also allowed for team bonding. Becky thanked Elizabeth for her work, addressing the Board, and stated that she hopes that Elizabeth will be able to return the next summer.

Don asked Jennifer if she would like to present her reports next since she needed to leave early. Jennifer graciously agreed.

POOL MANAGER’S REPORT – JENNIFER PRATHER

- Many new patrons have been enjoying the aquatic center lately.
 - o Several had never known Lincoln had such a facility.
 - o Delavan Park District’s Director brought family for swim lessons and has since returned a few times to just enjoy the pools.
 - o A foreign family visiting in the area have expressed their pleasure with the facility.
- Rumors are circulating that Atlanta does not plan on opening the pool next year.
 - o Gary asked if anyone knew who runs its operation, which Don replied that Hopedale’s Medical facility does.
 - o Jennifer has heard patrons of Atlanta pool talk of their displeasure with the guards.
- Early bird swim has been a success and will plan on offering it next summer as well.
- Springfield Y has been bussing kids in weekly.
- Guards have performed 5 saves and rescues this season, mostly from deep water.

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- Friday is Family Fun Day, with the donations going to Mom's Who Care, which provide personal items to local families in need.
- The Mini-Triathlon became an in-service for the guards.
- New hours will begin August 16th, since most schools start then:
 - o Weekdays will still have lap swim & Aerobics.
 - o Tuesday nights will have open swim 4-8 p.m. and half price admission fees.
 - o Weekends will keep the same hours.
- The end-of-season banquet is scheduled to show appreciation for our seasonal staff, which will be a Murder Mystery dinner. Don inquired if the dinner would be catered, but Jennifer explained that staff would be providing the food.

FITNESS MANAGER'S REPORT – JENNIFER PRATHER

- Group Fitness class attendance for July was 876, including water aerobics.
- August special is a "Refer a Friend" deal where each gets an extra month.
- Balloons over 66 5k has 33 participants registered so far.
- September Virtual Membership theme is "Strong in September".
- Group Fitness will have the Bingo promo for class attendees.
- Dr. Goldstein, of Schneider Chiropractic, will be offering Health and Wellness classes.
- The Fall Open House is scheduled for the 16th.
- Jen has been speaking with Becky about the annual Mania Training event in Chicago.
- Katie Davis will be teaching a pelvic floor/core workshop.
- Spin® for Schools is scheduled for November 6th.

Jennifer left as Dave Perring arrived at 6:14.

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

GENERAL	-	\$	5,048.21
RECREATION	-	\$	5,353.64
CAPITAL IMP.	-	\$	15,457.74

Don asked if anyone had any questions about the listed Accounts Payable. Don inquired about the payment to Easy Picker, which Vern explained that it was for a new golf ball picker for the range. Vern stated that the old one was 30 years old. Angie stated that new range balls were also purchased. Gary Nodine made the motion to approve Accounts Payable, which was seconded by Bob Thomas. The motion passed after a unanimous, roll-call vote.

CASH FLOW REPORT – The following balances were reported as of July 31, 2021.

GENERAL	-	\$	176,527.70
RECREATION	-	\$	(54,862.66)
CAPITAL IMPROVEMENT	-	\$	913,714.26
AUDIT	-	\$	7,872.75
LIABILITY	-	\$	74,062.86
2014 DEBT CERT.	-	\$	5,052.77

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Don asked if there were any questions. Angie then informed the Board that both Personal Property Replacement and Real Estate Taxes had recently been received. A report reflecting those monies received is included in the Board Meeting Packet for review.

EXECUTIVE DIRECTOR – BECKY STRAIT

- A slideshow presentation was displayed as she spoke on a few topics:

➤ City Parks:

- Becky and Don attended the meeting with the Mayor to discuss concerns.
 - The decision was made to create a new Intergovernmental Agreement between the City of Lincoln and the Lincoln Park District regarding the parks' ownership and maintenance.
 - Becky disbursed a draft agreement for the Board's review.
 - The terms of agreement included that LPD shall not sell the property, nor raise the levy an "unreasonable" amount for maintenance but does not include a specific timeframe.
 - Both parties' legal council will review the agreement prior to adoption.
- The 8th Street property was a top priority with the intent to install a community dog park.
 - Dave asked if there were any concerns about any underground remnants left over after the old hospital's buildings were demolished and removed. (i.e., asbestos)
 - Gary inquired if documentation could be requested to verify that the site was cleared of any concerning substances, which Don believed that it would be possible to obtain such verification.
- Both Gary and Vern expressed their concerns about certain language within the draft document.
 - Vern's concern was regarding Section#5, concerning safety, which Don and Becky both stated that 8th Street would remain under the Lincoln Police and Fire Jurisdiction.
 - Gary's concern was regarding Section #3, concerning the tax levy mentioned and who determines what amount is "reasonable".
- Dave then expressed his concern that LPD would make improvements, and if the current City Administration did not deem it "sufficient" the parks' ownership would revert to the City.
 - Bob stated that he thinks that some of the wording is to appease the public.
 - Gary questioned Section#4, which stated that raising the levy was not allowed, and his concern that it would be questioned or contested if there was a need to raise the levy for LPD owned property improvements, not the parks currently owned by the City.
- Becky reminded the Board that the document was a draft and that both parties will speak again to clarify these types of issues and concerns.
- Gary inquired if the tax levies were capped and/or at max levy.
 - Angie stated that some funds are capped, with very little room to increase.
 - Other funds are not capped, but LPD follows the Truth in Taxation laws, which requires public notice if any levy is raised more than 105% than the previous year.
- Gary queried the original ordinance, which Becky stated the City had produced along with the more recent agreement that Jayne Weaver signed during her term as Board President.
 - Gary inquired about the validity and the new ordinance/agreement superseding previous documents.
 - Laura and Gary both agreed that it would be prudent to verify with the State if the terms of the proposed agreements are permissible by State statutes for park districts.

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- Dave questioned the City Administration's objections when the City itself has not improved any of their parks in many years.
 - Don stated that a recurring argument is the fact that City of Lincoln taxpayers also must pay to use the facility via daily and membership fees.
 - Angie pointed out that the levy is roughly 50% of the overhead needed to operate the facility.
 - Becky informed the Board that she plans on reviewing LPD prices and other facility prices in the area.
- OSLAD Grant open for applications July 15th through September 1st, 2021.
 - Previous application included outdoor Sand Volleyball, Pickleball courts, and walkways.
 - Plans can be updated, scaled back a little, and included in the new application.
 - Design Perspectives is willing to continue working with LPD on the grant application.
 - American Water is willing to donate equipment and labor to excavate the area.
 - Community partnerships benefit grant applications.
 - Rotary Club notified LPD of their interest to apply for a Rotary grant towards the Pickleball portion of the project.
 - ◆ Initially inquired about installing courts on the 8th Street property.
 - ◆ No concerns about court site being on LPD grounds.
 - Vern queried why LPD grounds was the location instead of waiting for the 8th St land.
 - Becky state that features could possibly be installed on 8th St in the future.
 - Angie stated that there were existing designs and supporting documentation for the LPD grounds to be the site.
 - Tod Stanton, of Design Perspectives, provided Becky with a checklist of records needed to complete the OSLAD grant application.
 - A Public Hearing held prior to the application deadline is required, Becky asked for dates.
 - Angie stated that the Public Hearing gives the public an opportunity to ask questions and offer suggestions.
 - Laura Duffer made the motion to apply for the DNR OSLAD grant, which consists of adding: 2 sand volleyball courts, 4 pickleball courts, and some concrete pathways. Dave Perring moved to second the motion, which then passed after a unanimous, roll-call vote. Monday, August 23, 2021, at 4:30 p.m. will be the Public Hearing.
 - Dave inquired about the next meeting with the City to discuss the Intergovernmental Agreement, which Becky informed the Board that it was scheduled for 9/14/21 at 7pm.
 - They have been asked to give a small presentation and another meeting with the Mayor may be scheduled after the presentation.
- Central Illinois Veteran's Commission 9/11 Memorial Run:
 - Joe Schaler and Marsha Fernandes have been coordinating the event with LPD help.
 - The run is 5.66 miles.
- Becky has been working with Vern and Tony in preparation for the Mud Run.
 - The online registration has gone live.
 - Becky met with local first responders to discuss their possible involvement.
- Will Glass, of First Midstate, Inc., met with Becky to discuss the annual Bond process
 - He gave a brief explanation about the process.
 - Mr. Glass will be attending the September meeting to start the annual process.
- The Administrative Assistant position was advertised, and 7 applications have been received.
- The pool season is wrapping up, was recently inspected, and passed the test.

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- Regarding the previous discussion on the possibility of allowing alcohol consumption for limited adult activities on site, implementing those new rules has been postponed.
 - The leagues approved to allow consumption had already started.
 - It was decided that a single day tournament would be a better event to try the new policy.
 - Becky had spoken with other PD Directors for their input, which was recommended to sell instead of just allowing alcohol to be brought in and consumed.
 - IPARKS was contacted to discuss the matter, which should not be an issue as 1-day coverage is possible and meets state guidelines.
 - Dave asked if carding would be an issue, which Angie stated that a pre-registration requirement could solve that issue, and Becky suggested wristbands.
 - Bob inquired if there are restrictions about selling alcohol on LPD property or allowing it to be consumed/sold.
 - Jaylee and Becky both stated that in their research, other locations have either one or the other as a policy.
 - Bob expressed his concern about LPD selling alcohol and patrons bringing their own.
 - Both Jaylee and Becky stated that it happens regardless of policy, but this is an attempt to offer it in a controlled manor where the registration will clearly state LPD policy.
 - Laura Duffer made the motion to allow the sale of alcohol on LPD grounds, with a strict ID verification included in the registration process, for a one-day Adult Kickball Tournament. Dave Perring moved to second the motion, which failed to pass after a 3-2 roll-call vote.
 - There were various questions about what will be sold, by whom, a licensure expense.
 - The Board requests that more research be conducted before revisiting, as the Board is not entirely against the idea, but would like to make a more informed decision.
- Becky has scheduled a staff training to include Officer Butterfield, which will discuss “active shooter” and other pertinent public safety information.
- Niche Academy is an opportunity for LPD to implement a new platform in social media.
 - Program subscription allows for online modules to be used in the creation of training videos for staff, coaches, and volunteers.
 - The program is interactive, and part have been tailored to Park Districts with ready-to-use templates for content.
 - Allows for events and games to be streamed live.
- George Alarm sent technicians to troubleshoot the video issue, which was determined to be a power supply problem.
 - Parts were ordered and replaced.
 - Video is up and running, only 1 camera had an issue the next day.
 - Spoke with Tracy, LPD account Rep, about the issue and long wait for tech service, which resulted in a credit being applied to the account.
- Becky, Jennifer, and Jaylee will be attending Lynxfest at Lincoln College and will be handing out brochures about LPD’s facility, programs, and opportunities.
 - Becky asked the Board to consider changing the “Junior” Pass to “Student”.
 - Laura asked about a previously offered student discount, which Angie explained that it was phased out once LPD began to offer more than a 1-year term membership.
 - Gary Nodine made the motion to change the membership term from “Junior (14-17)” to “Student (14-25)”. Bob Thomas seconded the motion, which passed after a unanimous, roll-call vote.
 - The Board continued to discuss the age policy for using the exercise equipment.
 - Laura suggested leaving the age restrictions but allowing the Executive Director the discretion of any exceptions requested for consideration.

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- Becky suggested requiring youth to purchase a membership and attending an equipment orientation prior to issuing the membership card.
- Gary questioned if it would be possible to design a card that clearly stated “Parental Supervision” – type restrictions, which Angie verified that a new card design was possible.
- Gary expressed concern for discrimination claims if the Executive Director’s determination is not well received by applicant.
- Laura suggested lowering the usage age to 12, requiring a membership card and parental supervision for the young students, which Gary agreed with.
- COVID-19 has prompted DHS to release new guidelines, regardless of vaccination status.
 - Per State mandate, anyone indoors must wear a mask, outdoors has no restrictions.
 - Jaylee pointed out that the mandate specifically included park districts.
 - Don and Laura both stated that hospitals are full again.
 - Bob Thomas made the motion to put post the mask mandate requirements, which was seconded by Laura Duffer. The motion passed unanimously after a roll-call vote.

PROGRAM REPORT – JAYLEE SWINFORD

- Coed 16” Softball was canceled.
- Adult Kickball League is done and received very positive feedback.
 - People have already inquired about another league this year or next.
- Women’s Softball is also finished, they had 4 teams this year.
- Nature Camp had 2 full sessions and the participants have already said that they want to attend camp next year, too.
- The Kite program received donations from the VFW and took place on a hot day but had a few participants. Next year, I plan on scheduling it a bit later in fall.
- YMCA has asked to use our Tee Ball and Breezy field this fall for 5 weeks.
- Tumbling was a new program that also had good attendance.
 - The Instructor is interested in another session later this fall.
 - Positive feedback and participant interest in the fall session supports another session.
- Cheer Clinic had 16 participants.
- Cupcake Decorating registration was opened and filled within an hour.
- Swing Dance has a class scheduled for October.
- Lincoln College students will be offering music lessons again this fall.
- A new program that is being offered is how to assemble Charcutier Boards, which is a recent trend for parties.
- Scarecrow building is scheduled for October.
- Planning for this year’s Halloween activities has begun.
- Jaylee has been working on developing a contract/agreement form for Instructors, which will clearly state dates, times, and compensation to clarify expectations for contracted services.
- It has been a year full of changes and Jaylee has been working to revamp existing programs and enjoyed bringing new programs for the public to enjoy.

CORRESPONDENCE:

- Jen stated that she recently received an email expressing a patron’s concern and displeasure to learn that LPD does not require staff to be vaccinated for COVID-19.

OPERATIONS REPORT – VERN HASELEY

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- - See Unfinished Business.

UNFINISHED BUSINESS:

- A. Capital Improvements:
 - 1. Roof Repair: Finished.
 - 2. Rotary Wheelchair Swing installation:
 - a. Vern stated that Dan Bree will be removing sod and laying the concrete pad.
 - 3. Exchange Club Park playground installation:
 - a. Still need to remove the old equipment that was replaced.
 - b. The new pieces look nice.
 - 4. Memorial Park has had some trees and branches removed.
- B. Aquatic Center: Leak detection will begin at the end of the season.
- C. Aerobic Room Floor / HVAC Unit: Still being monitored, no issues yet.
- D. COVID: See Becky's report.

NEW BUSINESS:

- 1. Ford F350 needs replaced.
 - a. Requested bids from local deals for comparable Chevy and Ford vehicles.
 - 1) 2022 Chevy F350 is approximately \$52,000.00.
 - 2) Dodge did not offer a government discount.
 - 3) 2022 Ford F450 is approximately \$53,000.00.
 - b. There is currently a 6-month lead time to purchase new vehicles.
 - c. Laura asked how old the current truck is, which Vern verified that it is a 1993 model that the Park District has owned for 15 years.
 - d. Vern stated that his preference is the Ford, which is not diesel, but is an automatic.
 - e. Don inquired if there are any known recalls on the vehicle, which Vern stated that did not find any when he researched options.
 - f. Don asked Angie if there were sufficient funds in the Capital Fund to cover the cost of a new truck, which she verified the purchase would be possible.
 - g. Gary Nodine made the motion to allow Becky and Vern purchase a truck of their choice to replace the Ford F350, not to exceed \$55,000.00. Laura Duffer moved to second that motion, which passed unanimously after a roll-call vote.
- 2. Bronco Field:
 - a. Vern suggested the possibility of removing the infield grass to transition the diamond to be an all-purpose field.
 - b. These suggested changes would allow for switching between baseball and softball requirements.
 - c. Don inquired about the cost of the proposed changes, which Vern estimated to be around \$2,000.00 – \$3,000.00.
 - d. Gary asked where the 12U & 14U leagues played, which Jaylee verified that they usually play on the Pony field, where bases can be moved, and plugs are used.
 - e. Vern stated that LJHS has a pitching mound for sale for \$1,000.00 if the Board was interested, which they did not express interest in.
 - f. The Board reached a consensus to upgrade the Bronco field into an all-purpose diamond as proposed.
- 3. Sports Complex / Gym HVAC:
 - a. Existing exhaust fans are bad, left in from the old facility during the 2003 remodel.
 - 1) Previous structure had the 2 units spaced out $\frac{1}{3}$ & $\frac{2}{3}$ in the roof.

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- 2) They need replaced and repositioned to service the space evenly.
- 3) Vern stated that he prefers the work to be contracted out and had no cost estimate.
- b. Vern explained to the Board that Entec had inspected the units while they were onsite for other repairs.
 - 1) Entec suggested turning on the Complex HVAC unit's AC but set to a high temp so that they simply worked to extract the humidity from the area.
 - 2) After inspecting the units, the heat exchange may need to be replaced for long-term use.
 - 3) Ameren has a grant that can be used to offset the additional cost, and the units and ducts already exist so there is nothing to add or install.
 - 4) The Board agreed that it would be worth a try.
4. Baseball Shed Contents:
 - a. Vern explained that the shed has a lot of equipment stored within.
 - b. Requested that it be inventoried, Gary and Jaylee agreed that it needed to be done.

EXECUTIVE SESSION: NONE

ADJOURNMENT: Seeing no further business, Laura Duffer made the motion to adjourn the meeting, Bob Thomas seconded, and the motion carried. Adjournment: 8:04 P.M.

NEXT MEETING: The next meeting date will be the Public Hearing scheduled for Monday, August 23, 2021 at 4:30 P.M., and the next regular Board meeting will be Wednesday, September 08, 2021 at 6:00 P.M.