

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
NOVEMBER 10, 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, Dave Perring, Laura Duffer 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.

MINUTES OF MEETING – Minutes of the October 13th, 22nd, and 26th 2021 meetings were presented. Don asked if there were any questions, comments, or suggested changes. Laura Duffer made the motion to approve the minutes as presented. Gary Nodine moved to second the motion, which then passed after a unanimous, roll-call vote.

VISITORS –

- Paul Brown, of First Midstate, Inc., introduced himself to the Board and presented a short summary of the Bond Process moving forward. He informed the Board that Heartland Bank and Trust will purchase the Bonds in their entirety and that the final rate came in at 1.35%, which was slightly higher than the previous year. The funds from the sale are scheduled to be deposited into the assigned LPD account on December 1st, which should allow plenty of time to issue the 2014 Debt Certificate payment due on January 1st. Mr. Brown left paperwork that required signatures from the Board, and assured everyone that Will Glass, also of First Midstate, Inc., would file the necessary paperwork with the County Clerk on behalf of LPD. Don asked if there was any questions or comments from the Board or guests, of which there were none. Don then asked for a motion to adopt Ordinance#344 regarding the series 2021 bond issuance. Gary Nodine made the motion to adopt Ordinance#344, for which Dave Perring moved to second the motion. The motion then passed after a unanimous, roll-call vote. Mr. Brown thanked the Board for their time before exiting the meeting.
- Jasmine Freeman and Devan Duncheon, of the MidState Mayhem Roller Derby (MMRD; a Central Illinois all-female, skater-owned, non-profit 501(c)(3), amateur roller derby league) were in attendance. Becky explained to the Board that she had received an inquiry about possibly using the Sports Complex tennis courts for their practice. Previously, the group had practiced outdoors and at Skateland South, but was looking for another option. Becky had questioned the group about potential issues with the floor and liability concerns. Becky took a moment to read a letter provided by the group, which explained about the programs' insurance and waiver requirements to participate. The group is currently interested in using the space for conditioning and training but would be open to discussing the possibility of holding practices and maybe other events in the future. Don inquired about when practices and competitions might be scheduled. Jasmine stated that MMRD would schedule around LPD events, but explained that competition, or bouts, are still on hold per the league's rules during the pandemic. Currently, the league is prohibited from recruiting and bouting, and is limited to conditioning and practicing. Don asked as to the number of practices and bouts held in a typical year. Devan stated that practice can be twice a week, but there are usually 4-5 bouts scheduled per year and involve travel. Dave inquired about floor surfaces and skating. Jasmine explained that there are different wheels that are used for different surfaces. Dave suggested that Becky check with the floor company about the current floor and potential wear caused by skates. Jasmine stated that most skaters carry a variety of skates and wheels for different surfaces. Vern stated that the tennis courts

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should be sealed asphalt. Dave asked if the liability issue had been researched on the LPD side. Becky stated that she had contacted IAPD, and the response was positive if LPD did the due diligence of requiring the group's Special Insurance verification. Gary stated that he would see no problem with the requested use but asked if the group would be willing to sweep and/or mop the area before and after usage. Both ladies stated that skate groups try to make a habit of taking care of the skating area. Becky stated that per her conversation with the group, that protocol mandates skaters have protective gear on before even standing up. The first aid protocol even requires 2 EMTs on site even during practices. Laura inquired about the size of the group, which Jasmine verified was 10 members, but then stated that their group may merge with a group from Decatur. Jasmine also stated that the group tries to participate in community events such as parade and festivals. Laura queried if Lincoln would be a more central location for the group's members, which Jasmine agreed that it would be more so than Springfield. Gary asked if there would be enough open court time available since the colder months are typically busy with tennis and pickleball. Dave then asked if there would be enough space. Becky stated that 1 court would be fine for practice, but if a bout was scheduled, it would use both tennis courts. Dave inquired as to rental prices paid at other facilities, which Jasmine verified that those rates were previously comparable to the current LPD quotes. Devan stated that the rinks had recently raised their prices to almost 4 times the previous amount. Becky stated that the current LPD court fee was set at \$35 per hour/ per court and that the group had initially requested practices times between 1-2 hours, with a max at 3 hours at the peak of their conditioning. Becky explained that allowing the facility to be used for such purposes would increase patron usage. Dave stated that he would have no issue allowing the skating team to condition/practice at LPD if it would not conflict with member usage. Becky did state that the new calendar scheduling system was going well. Jasmine and Devan thanked the Board for their time and consideration before exiting the meeting.

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

GENERAL	-	\$	4,554.14
RECREATION	-	\$	3,191.57
CAPITAL IMP.	-	\$	8,837.74

Don asked if anyone had any questions about the listed Accounts Payable. With no questions presented, Don requested a motion regarding the list of Accounts Payable. Laura Duffer made the motion to approve Accounts Payable, which was seconded by Bob Thomas, and passed after a unanimous, roll-call vote.

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

GENERAL	-	\$	185,374.77
RECREATION	-	\$	(55,562.28)
CAPITAL IMPROVEMENT	-	\$	891,083.59
AUDIT	-	\$	4,246.01
LIABILITY	-	\$	110,034.97
2014 DEBT CERT.	-	\$	5,052.90

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Don asked Angie if all the Real Estate Tax Distribution monies had yet been received. Angie stated that the final and interest payments should be arriving any day.

EXECUTIVE DIRECTOR – BECKY STRAIT

- A slideshow presentation was displayed as she spoke on a few topics:
 - Court Reservations / Fees:
 - Laura inquired if there were separate fees to use the gym.
 - Becky stated that there is now a set fee to rent a court and the daily usage fee.
 - Halloween Fun Fest was well attended, and Jaylee will cover the rest.
 - Lincoln CEO Program:
 - Would like to rent all 4 courts for their upcoming festival.
 - The event would include food trucks and bounce houses.
 - Becky worked out a rental agreement, which would include LPD as a sponsor.
 - City Parks:
 - Next meeting is scheduled for November 12th.
 - Becky suggested the discussion be held until Executive Session.
 - Special Olympics contacted LPD regarding a grant available via Integrity Data.
 - Becky spoke with the Special Olympic Coordinator and Integrity Data, LPD can apply on their behalf as a sponsor since they do not have their own FEIN.
 - LPD is also eligible to apply independently for the grant, which Becky plans to do.
 - Bob inquired as to the type of grant, which Becky stated that Integrity Data accepts applications from schools and even the City, up to \$10,000 total.
 - Becky stated that the employees vote on the winners of grants.
 - Gary asked if it was legal for Special Olympics to use the LPD FEIN, which Becky stated that the organization does not disburse their own FEIN, and LPD handles the local groups' bank account.
 - Becky did state that she had checked with Integrity Data to verify that they would accept our application on behalf of the Special Olympics.
 - The Administrative Assistant position will be restructured.
 - Becky stated that after some time observing that position, she thinks that Part-time would be a better fit.
 - Dave asked about how many people that position greets regularly, which Jen verified that it varies each day.
 - Becky stated that she hopes to hire 1 person part-time and creating a schedule where everyone up front can help cover the other hours.
 - Reducing the hours to part-time will also save some money on IMRF and insurance costs.
 - Jaylee has submitted her resignation letter as the Program Coordinator.
 - The Employee Health Insurance plan was up for the annual renewal period.
 - Angie mentioned that the issue between Memorial Health and Blue Cross/Blue Shield of Illinois was a factor, and that other plans needed to be reviewed and considered.
 - Angie informed the Board, that regardless of the upcoming change in provider, the rates were guaranteed to increase anywhere from 11% without changes up to 50%.
 - Security will begin working later in November.
 - Rios will be returning to work Friday, Saturday, and Sunday evenings.
 - Gary asked if there have been recent problems, which Becky stated that the High School aged kids have caused some issues.

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- Jennifer stated that there have been a few instances where it smells as though there may be vaping in the locker rooms, which smells like it may be pot.
- Becky did state that friends and family of Cresco plant employees often complain that they carry the odor from their prolonged exposure.
- Becky has asked Vern and Tony to build the new platform for the weight room.
- The new scheduling calendar is going well.
- Baseball has finally wrapped up, but we plan on setting an official end of season date for next year.
 - The concession staff was contacted after the regular season had already ended to see if any could help with the new series of games, and a few returned to work the games.
 - The weather held out just long enough after the last game to allow for winterization right before the first frost hit the area.
- Becky asked for the Board's input on dates for the Staff Christmas Party, which was decided to be held on Friday, December 17th, and after some discussion, Becky will see if the side room at Spirited Republic is available along with possible catering options.
- Becky stated that Jennifer asked to review the prices for the pool so that the website can be updated prior to the end of the year.
 - Jennifer recommended raising the price of pool parties by \$25.00 per vessel.
 - A flat daily fee of \$5.00 was suggested in lieu of prices varying by age.
 - Laura recommended offering a senior rate, to which Dave agreed, and \$4.00 was chosen.
 - The Board decided to keep the young ages of 2 and below as free, but 3 and older have a fee.
 - After further discussion, membership prices will be discussed at the next meeting.
 - Laura Duffer made the motion to approve the new daily pool and aquatic center rental prices as presented. Bob Thomas moved to second the motion, which passed after a unanimous, roll-call vote.
- COVID-19: no change in policy, but a noticeable increase in facility and group class attendance.

OPERATIONS REPORT – VERN HASELEY

- Vern stated that the new truck has been ordered, but the lead time is around 6 months.
- Gary inquired if the leak in the pool had been found. Vern stated that it was not, but he plans on installing some new valves, which may help troubleshoot the issue. Currently, he plans on adding water 1 month early next spring.
- Tony and Vern have been kept busy with mowing and managing leaves.
- Work has been done on the diamonds, such as sanding, to get them in better shape.
- Bronco Field cannot be skinned after all, so it will remain as is.
- Gary stated that he had spoken to Pheasants Forever, and they are interested in reseeding the areas as the first did not take. It has been suggested to kill the areas that will be reseeded. Gary will talk more with Pheasants Forever about the planting method, machinery, and if they want to do a burn.

PROGRAM REPORT – JAYLEE SWINFORD

- Jr. Railer registration received 80-85 registrations and starts December 4th.
- Halloween Fun Fest was moved indoors, had between 200 and 250 attendees, and the trail was canceled due to weather.
- Jaylee stated that her last day is November 26th and thanked the Board. Gary thanked Jaylee for her time and stated that she performed the job well.

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FITNESS MANAGER'S REPORT – JENNIFER PRATHER

- Group Fitness class attendance for October was 595.
- Fall Open House went ok and had a few promo events and giveaways.
- YoMassage Class was canceled.
- Spin® 4 Schools raised \$60.00 for Chester-East Lincoln.
- Gridiron Challenge has 8 teams and is going well. This challenge allows teams to compete for points by attending classes and completing gym workouts. It is an attempt to cross promote both areas.
- 2 instructors have taken advantage of the access gained from when I attended the Mania Event in Chicago. It is going well, and I have seen a few instructors already implementing what they have learned in their classes.
- Becky approved ordering LPD post cards so that we can send notes to members, former members, and other community relationships. So far there has been a positive response from recipients. The Board agreed that this personal level of communication was a value.
- Jennifer is working on updating the locker rental memberships, which is a good source of revenue for LPD.
- The Health Yourself Promotion will offer free tips to the community.
- Summer staff has a luncheon scheduled for November 11th, which will include volleyball.

CORRESPONDENCE: NONE

UNFINISHED BUSINESS:

A. Capital Improvements:

1. Rotary Wheelchair Swing.
 - a. Bree Construction completed the concrete pad.
 - b. The swing has been installed; Vern showed the Board photos on his phone.
 - c. The concrete must cure before the rubber tiling can be installed.
2. Complex / Aerobic Room HVAC System:
 - a. The Ameren grant paperwork has been received, ENTEC is completing it prior to submission.
 - b. Becky stated that there have been no further issues reported but asked if Vern could see about building a box/base board to cover the area of the missing plank.

B. Aquatic Center:

- a. Bodine will be in to install the variable speed motors.
- b. Becky stated that the Helm Group spent 2 days troubleshooting the leak with no definitive results.
- c. Gary asked if the new valves that Vern had mentioned would help, which Vern stated that they could help identify the leak.
- d. When asked about the dye, Vern stated that it appeared in the ground water, which indicates a leak and they thought they had pinpointed where it came from.
- e. Bob suggested that perhaps something was missed during the test, which Vern stated the only possibility of that would be the gutter return; it is difficult to test.
- f. Gary asked if the pool was losing water, which Vern confirmed, but the trash pumps were able to reroute the water and ran constantly all summer.
- g. Vern reminded the Board that he would like to install a monitor to track the amount of water being used at the pump.

C. Parks owned by the City of Lincoln: To be discussed within executive session.

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D. COVID: See Executive Director's Report.

NEW BUSINESS:

- A. Ordinance#344: Series 2021 General Obligation Bond: See Visitor's Report.
- B. Employee Insurance Plan: See Executive Director's Report
- C. Adjustment to Ordinance#346: 2022 Budget & Appropriation:
 - 1. See visitor's Section.
 - 2. Angie stated that a few line items had been adjusted to accommodate the Administrative Assistant position changes, but the bottom line remained the same as previously presented.
 - 3. Becky stated that, per the Board's request, steps have been taken to prepare the separation away from Abbott's to process accounts payable and payroll in-house, the budget reflects this decision.
 - 4. After the meeting with City council aldermen and the mayor, it was suggested to amend the Capital Improvement line item listed as Parks Improvement.
 - 5. Regarding the Legion Field lighting:
 - i. Jaylee recommended postponing the upgrade since the Legion only played 8 games last summer, and only 1 or 2 required the lights.
 - ii. The High School played 1 game that needed lights, but they only needed to use LPD fields while their own were being repaired.
 - iii. Gary agreed that it could be postponed, and any games should be scheduled early enough so that lights would not be required.
 - iv. Becky suggested adding a stipulation to that field being rented, that no lights are to be used for safety reasons.
 - v. Gary stated that he could not justify spending nearly \$40,000 on new lights when there has not been a recent demand for the use.

EXECUTIVE SESSION: The Board entered Executive Session at 7:35 pm to discuss the City Park Proposal. The Board exited Executive Session at 8:48pm. No actions needed to be taken after the discussion.

ADJOURNMENT: Seeing no further business, Laura Duffer moved to adjourn the meeting, Dave Perring moved to second the motion. The motion carried. Adjournment: 8:52 P.M.

NEXT MEETING: The next meeting will be held on Wednesday, January 12, 2022, at 6:00 P.M.