

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
MAY 11, 2022**

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, and Bob Thomas. Laura Duffer was absent. Attending from the Park District were Becky Strait, Vern Haseley, Allison Baker, Jennifer Prather, and Angie Coombs. None were absent.

MINUTES OF MEETING – Minutes of the April 13th, 2022, meeting was presented. Don asked if there were any questions, comments, or suggested changes. Dave Perring 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 –

Emily Davenport and Jim Wessbecher, both are members of the Logan County Board, greeted the Board. It was explained that the Logan County Board is looking to purchase an Ice Rink to be installed in Scully Park, which would include a concrete pad underneath that could be utilized as a pickle ball court the rest of the year. The County Board would be interested in working with LPD to help sell tickets and staff the Ice Rink when it is in use approximately 6-8 weeks during the winter season. Dave inquired about the depth of concrete and ice needed for such an installation. Becky stated that the installation is independent of ice and asked Mr. Wessbecher to further explain. Mr. Wessbecher detailed that interlocking plastic pieces are installed on top of the flat surface, concrete in this case, with a plastic membrane between. Springfield recently had a very similar rink installed and he even researched another installation in Indiana, which had a wood base instead of concrete. The benefit of concrete is that it can be used year-round, not stored with the other pieces during non-use. Dave questioned when the County Board would hope to open the rink, which Mr. Wessbecher stated that November or December, depending on when the concrete was poured and cured. Mr. Wessbecher answered Dave’s other questions about location and storage, which was that it is to be installed on the McLean Street side and stored out at the airport during the off season. Bob inquired about the number of pickle ball courts that would fit on the concrete pad, which was said to be just 1 since the pad will measure 40’x60’ and pickle ball courts measure 30’x60’. Also, it was mentioned that a fence is in the plans for the installation. Dave asked if the court usage would be first come first serve, which was also verified to be the plan. Bob inquired if the staff would be responsible for clearing the snow, which Mr. Wessbecher stated that small amounts would only need to be swept, brushed, or blown off. Dave inquired further about the process of selling tickets, which Mr. Wessbecher stated that Springfield charges \$10 for adults and \$5 for children. The rink kit also comes with 75 pairs of skates that can be rented out, Mr. Wessbecher and Mrs. Davis met with Becky and Angie earlier that day and it was decided that tickets and rentals could be purchased online with the new LPD software system. No money would need to be exchanged at the rink itself. Mr. Wessbecher stated that he had contacted Springfield, and they estimate that patrons only skate for around 45 minutes at a time. They use a notification system when skate sizes are available, so that patrons can reserve their skates and know when it is their turn. Dave asked what type of agreement that the County Board would be looking to enter with the LPD. Mr. Wessbecher explained that their Board has no staff nor software to manage this system and had met with Becky and Angie to see if it would even be remotely possible for LPD before approaching the LPD Board with the proposal. Mrs. Davis stated that this

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event might offer some hours to summer staff during the 6-8 weeks in the winter. Bob asked how many workers would need to be present while the ice rink would be open for use, which was estimated at 4-5 staff. Jen asked some questions about possible problems or situations, which Becky stated that those details can be worked out later, and that this was to begin the discussion of a possible intergovernmental agreement between the two agencies to provide a new recreational event for the community. Don inquired about liability insurance, to which Mrs. Davis replied that it was already mentioned in the previous meeting that liability would need to be detailed within the agreement. Jen asked what would be done with the proceeds from the tickets and rentals. Mrs. Davis explained that the County Board is not looking to make money from this endeavor, but rather to add recreational opportunities for the community. Becky explained that the County Board has already stated their intent to discuss the proceeds and include an administrative fee to go to LPD for their management and use of the software, which will also be broken down within the agreement. Mrs. Davis stated that she would also like to research a storage shed for the skates and the possibility of coordinating vendors to sell concessions when the rink is being used. Gary inquired if the hours could be adjusted by previewing online ticket sales, which was verified as a perk of the software. Mrs. Davis explained that the next Logan County Board meeting is scheduled for 2 weeks from this night, and she had wanted to know if LPD was interested in a partnership before moving forward to purchase the rink kit.

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

GENERAL	-	\$	4,144.84
RECREATION	-	\$	12,360.48
CAPITAL IMP.	-	\$	7,277.70

Don inquired about the payment made to Hawkins, Inc., which Angie explained was for the pool chemicals and is typically a weekly expense during the summer months. Next, Don asked about the payment listed for Design Perspectives. Angie explained the fee was for the Lehn & Fink Park Project, for which the Lincoln Memorial Hospital Foundation paid half and that payment has already been received. This invoice was not for the full amount, which Becky stated that she had received a new invoice and would like the check held until the new invoice could be reviewed.

Gary Nodine made the motion to approve Accounts Payable, which was seconded by Dave Perring, and passed after a unanimous, roll-call vote.

CASH FLOW REPORT – The following balances were reported as of April 30, 2022.

GENERAL	-	\$	46,667.04
RECREATION	-	\$	see below
CAPITAL IMPROVEMENT	-	\$	1,184,045.26
AUDIT	-	\$	5,528.50
LIABILITY	-	\$	118,979.82
2014 DEBT CERT.	-	\$	20,036.57

Angie stated that another PPRT check was received the day before the meeting, and it was large enough to put the current balance of monies received above the total from 2021.

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A summary of this year's PPRT funding was included in the Board packet, with the previous year's data for comparison.

EXECUTIVE DIRECTOR – BECKY STRAIT

- A slideshow presentation was displayed as she spoke on a few topics:
- Becky began by asking if the Board had any questions or concerns regarding the new collaboration with the Logan County Board.
 - Gary stated that there appears to be no maintenance required by LPD.
 - Jen stated that she was unsure about the estimated number of staff required.
 - Becky asked if there were any questions about the listed prices, which there were none.
 - Bob asked if it might be better to charge less and get more paying patrons.
 - Jen asked it would only be open on the weekends.
- City Parks:
 - LPD's legal counsel verified that no precedent exists to abolish a similar ordinance, and Becky stated that it seems as though the City Council is repealing their desire to abolish the Ordinance.
 - County and State records have been searched, which do not exist earlier than the 90's.
 - Becky stated that the ordinance was passed by referendum, therefore, it stands to reason it would have to be abolished by referendum, just like the Civil service Commission, which the City is currently trying to repeal.
 - Becky stated that the City would then be required to pass another ordinance by referendum to then be able to levy taxes to pay for the maintenance of their parks.
 - Per IAPD, LPD would be the only entity responsible for holding the City accountable.
 - Becky informed the Board that LPD would have to file an injunction.
 - Bob questioned if LPD would lose the authority to levy taxes if that occurred.
 - Angie explained that LPD has 2 current tax levies; one is used to maintain the parks and the other is for the Sports Center maintenance.
 - The County Clerk provided Angie with the Real Estate Tax Code book, and one of the two LPD taxes is not listed, and cannot be found by the Clerk. The City can tax for park maintenance, but it is listed under a different code number.
 - Becky stated that LPD's legal counsel advised that LPD can threaten a lawsuit if they continue moving towards attempting to abolish Ordinance #123.
 - Becky informed the Board that LPD's legal counsel had even called the City's Attorney, and from that discussion, believes that the Council may be leaning in another direction.
 - Becky suggested drafting a new intergovernmental agreement, with more details clarified, regarding the City maintaining control of their parks.
 - Gary stated that it has been 4 years and the discussion needs to move forward.
 - Becky asked if the Board would like LPD Counsel to draft an agreement.
 - Bob requested that each City Council member be sent a packet with the existing ordinance and letter from LPD, a wish list for example, so that the information is parceled out to the City Council.
 - Gary agreed that sending the information directly to council members was a good idea, so that they are receiving all the information as it was presented.
 - Becky stated that the next step would be to hold a park committee meeting with City Council members present.
 - Bob stated that he would like a letter sent to the City Council members directly.

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- Becky updated the Board about recent events.
 - Earth Day was supposed to occur out at Creekside but was moved into the Ballroom due to rain.
 - Local 4th graders attended the event and provided pieces for a collective art piece displayed during the event.
 - The following day was spent out at Creekside for a public event.
 - The Bike Rodeo was May 1st, held at Lincoln College, and had around 30 participants.
 - The local D.A.R.E. and bike club contributed.
 - Bike maintenance was offered as well as a rules of the road course to practice on.
 - The City's 3rd Friday's event begins next week.
 - The Aquatic Center is scheduled to open May 30th.
 - July 3rd and 4th will have festivities for the public and fundraising has begun.
 - The Foundation Board met just before this meeting.
 - As mentioned before, the main events are scheduled for the 3rd, but the children's parade and pool games will still be held on the 4th.
 - Dave inquired as to the Foundation's Board President, which Becky verified that there currently is no president, but members are Jayne Weaver, John Andrews, Gary Nodine, Clarence Barney, Curtis Fox, herself, and that Jen Prather had joined as well.
- The roof project has begun, Kreiling was onsite today.
 - Becky included a letter regarding the solar project, which was provided by The Garland Company, and is required for the solar company to move forward.
 - The letter details that The Garland Company is not liable for any damages caused by the solar installation, will inspect the roof prior to the completion of the project, and that the solar company is responsible for repairing any damages found during the inspection.
 - Gary asked to verify that the solar installation will not nullify the roof warranty, which Vern stated that both companies verified it will not.
 - Gary Nodine made the motion to approve the letter for signature. Bob Thomas moved to second the motion, which then passed after a unanimous, roll-call vote.
 - There was a small discussion about what the letter means regarding the warranty, and how the solar company has already contacted Ameren Illinois to start the process.
- The Lehn & Fink park preliminary designs were included in the Board packet.
 - The nature-based areas include the splash pad and community area.
 - The design includes the skate track and pond to aid with water retention.
 - Dave inquired if the pond would require fencing as a safety feature.
 - It was pointed out that the hospital's pond does not have fencing but will be checked.
 - The sand volleyball court would fit in a previously open area.
 - LPD grounds did not offer a very good location for its installation.
 - Nearby trees would create an issue in the sand, and the driving range was not a safe option, as grounds crew constantly find golf balls in Breezy's outfield while mowing.
 - This park has the room for just 1 court, which Dave stated that he would prefer to just install one instead of the proposed 2 courts.
 - Angie Stoltzenburg stated that the original designs were a "Cadillac" option, but proposed the possibility of agreeing to a phased approach, as the Foundation vote was delayed until August 2022.
 - Phase 1 could encompass the path, parking lot, volleyball court, skate track and pond for around \$900,000.00.

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- Becky stated that a phased approach would provide more breathing room with the LPD budget and improve the park.
 - Dave questioned if the delayed vote could change the amount that LMHF is willing to contribute to the project.
 - Gary and Dave both expressed their desire to see a similar quality park installed on 8th Street and the concerns that the tax base will not be able to support maintenance.
 - Angie reminded the Board of the investment strategy suggested by one of the Auditors, investing \$100,000.00 in a 5-year term bond, an equal amount in 4, 3, 2, and 1 year terms.
 - This would offer a higher return on the investment and make an additional \$100,000 available for possible Capital Improvement projects each year, should it be necessary.
 - Capital Improvement Funds are restricted to only capital improvements, but the interest earned on investments can be utilized where the Board deems it necessary.
 - Angie suggested that we investigate the matter further and consider earmarking the interest earned to be used towards scheduled park maintenance.
 - Angie then brought to the Board's attention, the spreadsheet included in the packet, which detailed the current Debt Certificate payments scheduled and capital improvement projects planned.
 - As previously mentioned, with the adjusted prices for the current projects, there should be around \$200,000.00 of budgeted funds remaining in the bank to be reallocated next year.
 - With the estimated amounts provided, Angie stated that Becky is mainly asking the Board to begin thinking about what projects need to be scheduled, as the budgeting process plans 2 years in advance.
 - The final 2014 Debt Certificate payment is due January 1, 2024, which will open the full bond funds the following year for new projects.
 - There are no current Capital Improvement projects scheduled for 2024, unless the Board decides to schedule the Lehn & Fink Park Project to be completed in phases as proposed.
 - Becky stated that the next step in the project is for soil and core samples to be taken, as a part of the process to complete a topographical map of the park.
 - Gary queried if the City is required to install the curbs and gutters and then expressed his concern on the size of the parking lot, which Becky detailed that it had 23 spaces.
 - Becky asked the Board to review the phase 1 image and compare it to phase 2's image.
 - Becky informed the Board that the phase plan leaves time to fundraise and seek possible partnerships and grant opportunities available.
- Creekside Nature Center: No updates available.
- Maintenance Apprentice Position has been filled by John (Reggie) Kirby, who is currently employed by Lincoln College and will be starting at the end of June.

OPERATIONS REPORT – VERN HASELEY

- Vern stated that the staff have been busy mowing.
- The shop John Deere tractor had been backed up with the batwing, causing the PTO shaft to bend, which is estimated at \$5,000 to fix.

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PROGRAM REPORT – ALLISON BAKER

- Summer program registration has opened and is going well, even with the public having to navigate a new software system.
- The Rec League starts in a few weeks and some teams have started to practice.
- The response of local sponsors went very well.
- Concessions opened with a tournament, which had a few kinks, but went well overall.
- Sportsman has had a few issues, but we are working with them to get them resolved.
- The summer crew will be starting Monday; Jordan has returned and will be helping organize the umpires for the leagues.
- Women's Softball only had 3 teams register, have requested to pay to reserve the fields and will schedule their own games and tournament.
- The Coed Softball league only had 1 registration, with people citing conflicts with other competing leagues. Will need to reevaluate and possibly offer it later in the season.
- Adult Kickball registration opens Wednesday and starts June 8th, with a 4 team minimum.
- Summer volleyball is being considered. Whether it is just open gym, or a more organized league has not yet been decided.

Vern remembered that he wanted to discuss travel teams wanting to schedule games and tournaments in late March/early April, which is too early to have the fields ready. Becky stated that travel teams want to play and will find a place to play regardless of the weather. It was stated that the Jr. High School reportedly rents their new turf field for \$25, whereas LPD charges \$40. Also, it was mentioned that the High School is planning to install turf fields and will likely rent theirs. It would behoove LPD not to say "no", but there is the matter of available supplies and staff to meet the demand. It was suggested that an earlier spring be considered when ordering supplies in the fall. Gary stated that LPD may not be able to compete with the new synthetic fields but reminded the Board that there is an advantage to having multiple fields and being able to host tournaments. Becky stated that there is an upcoming tournament the first weekend in June, and Dave asked if food trucks were ever considered to help offset the wait.

FITNESS MANAGER'S REPORT – JENNIFER PRATHER

- Group Fitness class attendance for April was 940.
- We have class Bingo as an incentive to attend classes in May.
- Virtual Memberships have a cardio challenge for May.
- There were no registrations for the youth spin class.
- The Health & Wellness events are going well. May had 21 attendees and a presentation by the hospital's Physical Therapy department. June's topic is sleep.
- The 5K race route has been approved by the City. Letters requesting donations and sponsorships have been mailed. LPD grounds was requested as the location of the glow this year and it was relayed that logistics for crowd control needed to be addressed.
- The June/July Group Fitness schedule is ready for distribution.
- The new program, called Max 360, will be launched this summer. It is designed to incorporate strength training, exercises with equipment like the bosu balls and treadmills.
- Jennifer has been working on getting the lifeguards trained.
- There will be no registration requirements for this summer's water aerobics classes.
- An instructor's meeting was held to discuss patron issues in a few of the classes.
- Staff is working on completing the annual sexual harassment training.

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- Active Agers will have a picnic in June.
- The first week of July will offer free group fitness classes to the public.
- Spin® certification is scheduled for August.

AQUATIC CENTER – JENNIFER PRATHER

- Lifeguards have been helping with the cleaning and preparations for opening.
- They all love the new sound system.
- Friday's open swim hours have been changed to match the other days, and to accommodate more private parties.
- Jennifer is starting to plan the festivities for July 3rd and 4th, as well as the family fun Fridays. June's theme will be luau and donations will go to the local food pantries.
- There will be 4 head guards this year.

CORRESPONDENCE: NONE

UNFINISHED BUSINESS:

- A. Capital Improvements:
 - 1. Roof Project: See Director's Report.
 - 2. Solar Project: See Director's Report.
- B. Aquatic Center:
 - 1. Vern stated that he is waiting on valve and pump parts.
 - 2. Bodine wired the motors to the drives.
- C. Parks owned by the City of Lincoln: See Director's Report.
- D. COVID: No News.

NEW BUSINESS:

- A. Memorial Park Entrance:
 - 1. Vern explained to the Board that the drive next to the Elk's tennis courts is so bad in places that the public is driving through the grass to avoid potholes.
 - 2. The Board agreed that the matter needs to be addressed, and that it is listed as one of FY 2023's Capital Improvement Projects.
 - a. Angie asked Vern if he could contact Walt, at the City to see if LPD could come to an agreement to purchase some of their asphalt for patching streets.
 - b. Vern stated that he would talk to Walt.
- B. Pump House for Baseball Diamonds:
 - 1. Old shed is in bad condition and needs to be replaced.
 - 2. The pump was new, but left on over the winter, which ruined it.
 - 3. The Board approved replacing the shed and pump (possibly fixing it) if the price was kept below \$25,000.00.
- C. Pool Pump House Water heater:
 - 1. Current unit was only 5 years old, but went bad, and needs to be replaced.
 - 2. Gene Moon reviewed the situation, quoted replacing like for like to be around \$10,000.00, but has the opinion of installing a regular household water heater.
 - 3. The wiring and plumbing would need some additional work with a home water heater, but that cost was estimated at a point less than the replacement cost.
- D. Field Lights:
 - 1. Breezy field experienced one set of lights emitting sparks before dying completely.
 - 2. Vern stated that a wire must have become loosened and crossed another.

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3. Allison suggested implementing an end-of-season inspection to try to avoid future issues.
- E. Ordinance#347: 2022 Prevailing Wage.
 1. Angie stated that this ordinance is a state requirement, but the 2022 rates were not yet available.
 2. Dave Perring made the motion to approve the adoption of Ordinance #347: the 2022 Prevailing Wage. Bob Thomas moved to second the motion, which then passed after a unanimous, roll-call vote.

EXECUTIVE SESSION: At 8:03 pm, the Board entered Executive Session to discuss employee policy and wages. At 8:44 pm, the Board exited Executive Session. Bob Thomas made the motion to approve the wage increase and change in distribution per the Executive Director's discretion. Gary Nodine moved to second the motion, which then passed after a unanimous, roll-call vote.

ADJOURNMENT: Seeing no further business, Dave Perring moved to adjourn the meeting, Bob Thomas moved to second the motion. The motion carried. Adjournment: 8:47 P.M.

NEXT MEETING: The next meeting will be held on Wednesday, June 08, 2022, at 6:00 P.M.