

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
JULY 13, 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 Laura Duffer. Bob Thomas was absent. Attending from the Park District were Becky Strait, Vern Haseley, Reggie Kirby, Allison Baker, Jennifer Prather, and Angie Coombs. None were absent.

**MINUTES OF MEETING** – Minutes of the June 8<sup>th</sup>, 2022, meeting was presented. Don asked if there were any questions, comments, or suggested changes. Laura Duffer made the motion to approve the minutes as presented. Dave Perring moved to second the motion, which then passed after a unanimous, roll-call vote.

**VISITORS** –

Bonnie Otto, Member, greeted the Board and explained that she wished to discuss the current pickle ball fees. A few years ago, LPD offered a clinic to teach the game of pickle ball, which is how Bonnie learned how to play. She has continued to play ever since. Bonnie wished to address the additional fees charged on top of the membership fee and offer some suggestions that may be more equitable. The current rate is \$3.00 for 1 hour or \$5.00 for 2 hours. Unfortunately, Bonnie’s employment prohibits her from being able to play the full 2 hours that the other members typically play for. Dave asked if all members within her group also have a membership, to which Bonnie replied that some do. Dave then asked if she also used other parts of the facility, which was verified that both she and her husband use all parts of the facility regularly. Bonnie pointed out that there was also a new punch pass option, but it was only for the 2-hour option. She suggested also offering a 1-hour punch pass. Becky offered a little bit of the history of LPD’s pickle ball fees and stated that she would gladly review Bonnie’s suggestions for the 1-hour punch pass option. Angie gave a brief history of the court fees and how they have been figured in the past. Jen asked Bonnie if she would consider paying a slightly more expensive (“Full Access”) membership fee if pickle ball court fees would then be included. Bonnie liked the idea of excluding the court fee for a reasonably higher (“Full Access”) membership fee. Becky stated that the punch pass is currently in a trial period, but that she would gladly reevaluate the price points and even look at a couple’s rate. Bonnie thanked the Board for their time and exited the meeting.

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

<b>GENERAL</b>	-	\$	<b>10,283.91</b>
<b>RECREATION</b>	-	\$	<b>16,966.55</b>
<b>CAPITAL IMP.</b>	-	\$	<b>34,138.06</b>

Gary inquired about the payment issued to Applegate, which was detailed to be for a pool repair expense. Laura Duffer made the motion to approve Accounts Payable, which was seconded by Gary Nodine, and passed after a unanimous, roll-call vote.

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

<b>GENERAL</b>	-	\$	<b>27,510.92</b>
<b>RECREATION</b>	-	\$	<b>37,385.85</b>
<b>CAPITAL IMPROVEMENT</b>	-	\$	<b>973,888.11</b>
<b>AUDIT</b>	-	\$	<b>5,528.59</b>
<b>LIABILITY</b>	-	\$	<b>52,519.64</b>
<b>2014 DEBT CERT.</b>	-	\$	<b>5,055.73</b>

Angie stated that the PPRT funds received has helped, and that the first Real Estate Tax Distribution Payment had been received. A summary of that payment was included in the Board’s packet. Angie explained that there is a new line item listed, which is labeled as “Revenue Recapture”, and she will need to research the proper distribution of this portion of the payment.

**EXECUTIVE DIRECTOR – BECKY STRAIT**

- A slideshow presentation was displayed as she spoke on a few topics:
  - Becky began by discussing the July 4<sup>th</sup> Celebration:
    - This year’s show was provided by a new company.
    - The Bay’s food truck reported record sales this year, and stated it was the “biggest crowd” they have seen at one of LPD’s events.
    - The Children’s Parade was held on the 4<sup>th</sup> and had around 30 participants.
  - City Parks:
    - Becky stated that there had been another committee meeting where she, Gary, Bob, and Vern met with the City Council’s select members to discuss the parks.
    - Becky stated that she later received a call from the City notifying her of the City’s intention of investing \$60,000 toward upgrading Melrose Park.
      - Becky explained that during the meeting maintenance and liability had been discussed at length. (For example, sharing costs if trees in City Parks need to be removed.)
      - It was mentioned that the Mayor’s Assistant was tasked with researching playgrounds for the project.
      - Don asked if the City was worried about liability being an issue, but Vern and Becky explained their concerns were regarding LPD using City equipment and any injuries or damages potentially stemming from that usage.
        - Gary inquired if Alderman Hoeffle was the City’s liaison to the labor union.
        - Becky would like to join in the next committee meeting, which would consist of Rick, Walt, Vern, and herself to continue the discussion of the terms for shared equipment.
      - Becky mentioned that she had been told by the Mayor’s assistant that the property on 8<sup>th</sup> Street was being considered for possibly installing a 100’ x 100’ fence for a dog park.
        - Vern asked if anyone had heard any more about possible plans for the 8<sup>th</sup> Street property.
        - He had heard that the old street department ground by the health department was being considered for a dog park, but that was not confirmed.
        - Gary stated that he didn’t believe the City Council had yet to reach an agreement on what to do with the 8<sup>th</sup> Street property yet.
        - Becky stated that she had sent her research concerning dog parks to the City for their use in the matter.

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Laura interjected that it had just come to mind that some people had complained to her about the pool hours on July 4<sup>th</sup>, that it had closed earlier than they would have expected/liked. Becky stated that she and Jen were aware of the complaints and have already noted to discuss the matter in preparation for next year's celebrations.

- The roof project wrapping up after a few delays due to rain.
  - Becky will be conferring with Ryan Benson, of Garland Roofing, to move forward with the solar project.
  - Ameren released the new rates, and since they are significantly higher than expected, the solar company has reportedly been bombarded with new business.
  - Dan Maloney, of the Solar Energy Company, informed Becky that LPD "got in at the right time" this year.
- The Lehn & Fink project is in progress.
  - Becky informed the Board that the topographical maps and core samples were completed.
  - Tod Stanton, of Design Perspectives, is working to design the engineering and construction drawings.
  - Becky will be meeting with Tod and Angie, from LMHF, to move forward.
  - The engineering and construction designs should be done by the end of the year and ground can be broken next spring.
  - The next Hospital Foundation meeting is scheduled for August.
    - Gary asked if the preliminary fees were being split 50/50 between LPD and LMHF, and if the next phase of the project should be paused until after the LMHF meeting.
    - Becky informed the Board that the first phase was a 50/50 agreement and had been paid, but the second phase had a \$30,000.00-\$35,000.00 fee and was to be discussed at the next LMHF meeting.
    - Don expressed his concern of delays caused by not going forward at this point.
    - Dave inquired if LMHF approved of the project in phases or in its entirety.
    - Becky explained that the LMHF Board was presented in its entirety, and it was her understanding that the phases were also explained.
    - Dave and Laura both commented on the amount of money allotted for this project, and concern if LMHF decides not to agree to a 50/50 split to the rest of the project.
    - Angie and Becky both reminded the Board that this project is eligible to be part of an OSLAD grant application, which IAPD had just announced a record dollar amount to be allocated this year.
    - Gary stated that he thinks that the LMHF would be more favorable to partner with this project.
    - Gary Nodine made the motion to approve the estimated \$30,000-\$35,000.00 to begin the next phase of the Lehn & Fink Park Project, specifically the preliminary engineering and construction designs. Dave Perring moved to second the motion, which then passed after a unanimous, roll-call vote.
    - Gary stated that he appreciates Dave's concern on the possibility of LMHF backing out mid-project, but he feels it is not a concern since their Board reached out to LPD first and the public image would be negative if they backed out of the project at this point.
    - Becky reminded the Board that she has also applied for a grant from Illinois American Water since the project includes a splash pad, which could assist with up to \$250,000.00, and the awards will be announced within the next 6 weeks.
    - Gary inquired if the splash pad would recycle water or if it would drain.

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- Becky stated that those aspects of the project have not yet been decided.
- Gary then asked if costs had been estimated yet, which Becky replied that the numbers would depend on the design/type of water feature installed.
- Angie asked if the features typically run continuously or if they are motion/button activated/timed. A few people stated that splash pads that had been visited personally had buttons timed to activate for a set time so that it was only active when it was being used.
- Balloons over 66 Glow:
  - Becky spoke to Seth about the Board's concerns, and it was decided to not use LPD grounds for the glow this year.
  - The launch sites will also be the Glow sites.
- Foundation:
  - Becky is working to improve the functionality by scheduling more frequent meetings.
  - Becky also joined a group designed to assist with maintaining Foundations.
  - The July 4<sup>th</sup> Celebration T-Shirt fundraiser did not go over well, but can be stored for next year and advertised more.
  - Becky had requested some financial aid from the City, but was then referred to the Tourism Bureau, for which she did apply for a grant. The Tourism Bureau awarded \$500.00 towards the firework show.
- Sexual Harassment Incident:
  - There were a few incidents reported on July 4<sup>th</sup>, both at the pool and during the celebration events held on the grounds.
  - Since one incident involved staff, Don requested that the discussion be paused until Executive Session.
- Staff Injury:
  - One of the summer crew members was cut on the leg while using a chainsaw.
  - The staff was immediately taken to the ER where he was treated, released with minimal restrictions, and back to work the next day.
- Summer Staff:
  - Concessions has been very difficult to manage this summer, partly due to the young age of most staff members.
  - There have been instances of horseplay and theft of both time and product reported.
    - Don inquired if a college student needs to be hired to monitor/manage the staff more closely for the remainder of the season.
    - Becky stated that there is currently 1 college student that would be a good option but suggested limiting the number of younger staff.
    - Laura agreed that having older staff present should be a deterrent.
  - Becky stated that there would be an end-of-season meeting to discuss where things can be improved and streamlined to better serve the customers and help the staff work efficiently.
- IPARKS:
  - The representative was on-site for the bi-annual inspection of playgrounds.
  - Offered a few recommendations for the new Wheelchair swing and explained some issues experienced by other park districts after theirs were installed.
- Staff Pool Party has been rescheduled for July 23<sup>rd</sup> from 6-8pm.

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**OPERATIONS REPORT – VERN HASELEY**

- Vern stated that Neil Alexander, of Lincoln Community High School, had contacted him about their baseball diamond project. Vern was offered anything that he wanted, diamond dirt, diamond dry, but accepted the benches from the bleachers and yellow fencing topper.
- Breezy's exterior lights will be upgraded soon. Vern found a system that retrofits old installations via clips to adapt for LED bulbs. The project will cost around \$2,500.00.
- The new ADA Wheelchair swing has been installed, however, IPARKS did recommend removing the swing for the July 4<sup>th</sup> celebrations and keeping it locked when not in use. Vern showed photos of the lock added to the swing. Becky explained that it was suggested that a key be able to be checked out by visitors from the Fit Zone, but local families can request a key for their own personal use.
- Vern installed a shower curtain in the Men's Locker room to help separate the changing area from the general toilet/walk through areas.
- The light pole located at the corner of the pool and rear parking lot needs work, but the manufacturer is out of business. Vern was able to find a suitable replacement and ordered 3 of the bullhorn style lights. Gary asked if the City had a lift that could be borrowed as opposed to paying to rent one. Vern stated that they do not have one yet. Becky also stated that there is no current intergovernmental agreement pertaining to sharing equipment, but that she hopes to have one in the works soon.
- Vern informed the board that 5 pine trees will need to be removed from the property.
- Vern asked the Board for permission to purchase/lease a new John Deere mower. Purchasing outright will cost \$28,000.00 or a 5-year lease term would cost \$6,400.00 each year (plus a few financing fees). Dave asked if the mower was a front mount and if the replacement would be as well, to which Vern answered yes to both parts of that question. Laura Duffer made the motion to approve the purchase of a new John Deere Front Mount Mower via a 5-year lease. Gary Nodine moved to second the motion, which then passed after a unanimous, roll-call vote.
- Vern ended his report by informing the Board that the truck ordered last year had yet to be delivered and is now expected to be pushed back until December.

**PROGRAM REPORT – ALLISON BAKER**

- Summer programs are scheduled for each week in July:
  - Tumbling began this week with 10 participants.
  - Theater Camp is scheduled for next week with 11 participants.
  - Nature Camp will be held the last week of July and currently has about 20 participants. Unfortunately, Dennis is not sure if Lincoln College will allow the use of Creekside. Becky has reached out to Mr. Gehrlach about the issue but has not yet heard a response.
  - Cheer Clinic will be held the first week of August and has 6-7 participants registered.
- Baseball and Softball have ended and Tee Ball is almost over. Allison has been making lots of notes about areas of the program that need to be adjusted next year. The end-of-year pool party was well attended by the participants and their families. A few parents stopped and expressed their gratitude for the program and pool party. The 12U tournament was a bit of an issue, as some teams did not want to play in the league's tournament due to a conflict of opinion regarding a few rules. Becky stated that there are some changes anticipated within the league itself. The Tremont League reps spoke about no longer taking lead in the organization part even when John was

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Director. There have been known issues regarding existing rules and age policies. Gary asked if it would be possible for LPD to organize a league next year since Tremont has mentioned stepping out of their role. Allison stated that Mason City had emailed her thanking LPD for stepping up to organize a tournament outside of the Tremont league. Gary suggested contacting surrounding leagues to inquire about their stance and thoughts on LPD creating a league. Laura and Don stated that this might add more work to Allison's summer duties, and it was suggested to consider hiring summer crew that can help with the Baseball and Softball program management.

- The Adult Kickball League is going well and Jordan, the intern/summer crew, has been a big help running this program.
- Fall programs and activities are in the beginning process of planning. Allison is considering having a small volleyball league in the fall, even if just a type of open gym, and even the possibility of a 3 on 3 basketball league/tournament.
- Concessions is still a work in progress. Allison has been working with Megan to supervise the staff and keep it stocked and running.

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

- Group Fitness class attendance for June was 1,187 and there were 463 participants in water aerobics alone. She compared the number of participants with pool passes/memberships and those that paid the daily fee and there were more with passes or memberships this year.
- Virtual Memberships have a barre challenge designed by Taylor and Jennifer for July.
- Zumba Kids went well and had a program for the families to attend on the last day.
- The Active Agers had a picnic where they brought baby pictures to guess who was whom, which they all found to be enjoyable.
- The first week in July offered free fitness classes.
- Jennifer registered LPD to be able to offer the Best Body 52 challenge again this fall.
- The June Health & Wellness discussion was canceled, and August 3<sup>rd</sup> is the next event.
- With school starting soon, the Educator Discount is being advertised to all local teachers.
- The last Balloons Over 66 medals have been ordered.

**AQUATIC CENTER – JENNIFER PRATHER**

- After tracking attendance numbers daily, the 1-4pm hours are the busiest.
- The sound system has been replaced by Lincoln Land Communications and is working well.
- Family fun days have had bad weather and poor attendance each month so far.
- Jen stated that she has received several compliments about the facility and staff from several visitors from out of town. Allison added that there was recently a room rental for a family reunion, and many guests expressed their pleasure with what the facility had to offer their family and the community.
- Swim lessons have been very popular again this year. The parent/child class was maxed out at 12 registrations. Session 1 had 45 participants, and several more for Sessions 2 and 3. There is still a fourth session that has not quite filled up yet. We had 29 private sessions, of which 13 have already been completed this summer.
- Jr. Lifeguard program went well, but only had 1 participant.
- Regarding the July 4<sup>th</sup> weekend, the pool had the highest of 136 patrons at 4:00pm and July 4<sup>th</sup> had up to 168 patrons at 2:00pm that day.

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- Family Swim nights have been more popular this season, with up to 71 patrons, and the alternating Adult Swim nights have also seen increased attendance up to 9 patrons.
- The annual state inspection was held recently, and LPD's pool passed, but the inspector advised Jennifer of some upcoming issues that would need to be addressed in the next 3 years. For example, under the current state law, the drain covers expire after 10 years and will need to be replaced. Some lane lines and a few other areas need to be repainted. The inspector was kind enough to detail these issues so that the expenses can be budgeted for and not be a surprise in the future. Becky reminded the Board that LCHS had contacted LPD and inquired about the possibility of using the pool after Labor Day for their swim team to practice, and even offered to pay the overhead for keeping it open later than usual. Vern stated that the company previously used to sandblast and repaint the pool would be traveling through the area soon, and he requested them to stop by and prepare an estimate (financial and scheduling) for some of the work needed. Laura asked when LCHS needed a decision on the pool by, which Becky verified the date of August 8<sup>th</sup>. Jennifer explained that pool hours are reduced after August 15<sup>th</sup>, due to limited staff availability and low attendance otherwise. After the 15<sup>th</sup>, public swim will only be offered on the weekends and only lap swim and water aerobics will be offered during the week. Laura asked when water aerobics was scheduled to end, which Jennifer verified the final day is August 30<sup>th</sup>. The consensus of the Board was to decline the offer from LCHS citing the need to schedule maintenance after Labor Day.

**CORRESPONDENCE:**

- A complaint via email was received, but it referred to the portion of land along Exchange Club park that is mowed by the City. Vern will speak to Walt about the matter.

**UNFINISHED BUSINESS:**

- A. Capital Improvements:
  - 1. Roof Project:
    - a. Vern stated that the gutters were being replaced earlier that day.
    - b. Becky informed the Board that a few patrons had reported overspray on their vehicles, but Kreiling was handling the matter.
  - 2. Solar Project: On hold until the roof project is complete.
- B. Aquatic Center:
  - 1. Vern stated that a controller in the chemical/pump room had some issues.
  - 2. The manufacturer was contacted, and the controller will be sent back at the end of the season for repair or replacement.
- C. Parks owned by the City of Lincoln: See Executive Director's Report.
- D. COVID: No News.

**NEW BUSINESS:**

- A. Vern explained to the Board that Tony encountered a few kids while he was mowing the driving range.
  - 1. The kids were collecting balls in their shirts, but Tony was able to get them back.
  - 2. When asked what the kids were going to do with them, they suggested selling them to make some money.
- B. Angie informed the Board that the draft of the Annual Audit was received and anticipated the final copy to be available at the next meeting.

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- C. Becky notified the Board that American Patriot Pyro offered an option on the next contract for the July 4<sup>th</sup> Celebration's Firework show, including a possible discount.
1. The terms offered either a 1-year contract with an additional free 5% product included or a 3-year term with an additional 10% free product each year and an offer of an additional 5% free product added if the contract was signed by May 2023.
  2. Gary stated that many Clinton residents reported to have seen the shows at Atlanta, Clinton, and Lincoln, but the majority preferred the Lincoln show.
  3. Dave Perring made the motion to contract American Patriot Pyro to the offered 3-year term with the applicable discounts offered, and keeping the show scheduled for the 3<sup>rd</sup> if possible. Gary Nodine moved to second the motion, which then passed after a unanimous, roll-call vote.
  4. Jennifer asked if the contract offered the option to keep the date on the 3<sup>rd</sup>, which Becky quickly reviewed the contract to verify that it did, in fact, allow the dates to be listed upon signing.
- D. Vern asked for a moment to recognize Jordan Jacobs, a second-year summer crew member, and intern, as one of the best workers that he has had in a while. He credited Jordan with being an asset and cited his assistance to Becky, Allison, and Angie in his role as intern.

**EXECUTIVE SESSION:** At 7:44 PM, Gary Nodine made the motion to enter into Executive Session to discuss the Sexual Harassment issue/employee matter, which was seconded by Dave Perring and then passed after a unanimous, roll-call vote. At 8:26 PM, the Board exited Executive Session.

**ADJOURNMENT:** Seeing no further business, Laura Duffer moved to adjourn the meeting, Dave Perring moved to second the motion. The motion carried. Adjournment: 8:27 P.M.

**NEXT MEETING:** The next meeting will be held on Wednesday, August 10, 2022, at 6:00 P.M.