

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
NOVEMBER 9, 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, Allison Baker, Jennifer Prather, and Angie Coombs. None were absent.

VISITORS –

Mr. Dave Pistorius, of First Midstate, Inc., greeted the Board before updating everyone on the sale of the General Obligation Bonds. The 2021 Series were sold to Heartland Bank & Trust, which is the same entity that purchased the 2022 Series. The rate was higher than anticipated, but Mr. Pistorius explained that the Federal Reserve implemented 2 rate increases since his last discussion with the Board in September. The amount initially proposed for the 2022 Series was \$740,000, but the actual sale was for \$726,000 due to the rate increases. Mr. Pistorius did hand out a page detailing the rate and breakdown. He proceeded to point out the listed DSEB value, which is the ceiling for annual GO Bond sales, and the current sale falls under that limit by \$14,000. Mr. Pistorius stated that First Midstate, Inc. could have shopped around for a better offer, but he acknowledged the Board’s preference to keep business within the local community, whenever possible, and doubted that the rate would have been much better from any other offers. Of the \$726,000 GO Bonds, \$694,000 will be deposited on December 1st, which are to go towards the 2014 Debt Certificate payment(s) and the remainder is to be used for Capital Improvement Projects. The 2014 Debt Certificate payment due on January 1, 2023, is around \$360,000, which allows approximately \$366,000 to be used towards Capital Improvement projects. The total balance is scheduled to be repaid the following December 1, 2023. Mr. Pistorius thanked the Board for their time and provided a file of paperwork for signature. Don Peasley asked the Board if there were any questions regarding the sale of the Series 2022 GO Bonds. Seeing no further discussion was needed, Don asked if the Board would prefer to vote on the matter at this point instead of later in the meeting. Gary Nodine made the motion to approve Ordinance#348 providing for the issue of General Obligation Bonds, Series 2022, as detailed in the agenda. Laura Duffer moved to second the motion, which then passed after a unanimous, roll-call vote.

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

GENERAL	-	\$	5,079.04
RECREATION	-	\$	11,980.54
CAPITAL IMP.	-	\$	6,660.64

Angie stated that she had received the invoice for the 2021 Bond Repayment, which was fully funded by the taxes received, and not listed in the spreadsheet provided. Also, Angie mentioned that she had received the invoice for the annual Travelers Bond fee for the Board, which was also not listed in the spreadsheet.

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

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MINUTES OF MEETING – Minutes of the October 14, 2022, meeting were presented. Don asked if there were any questions, comments, or suggested amendments. 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.

CASH FLOW REPORT – The following balances were reported as of October 31, 2022.

GENERAL	-	\$	169,218.26
RECREATION	-	\$	141,425.34
CAPITAL IMPROVEMENT	-	\$	857,722.37
AUDIT	-	\$	4,499.49
LIABILITY	-	\$	119,800.30
2014 DEBT CERT.	-	\$	5,055.90
BOND FUND	-	\$	590,985.68

Angie informed the Board that all the Real Estate Tax payments have been received, but as the final check and interest payment were delivered that afternoon, the monies had not yet been deposited. After a quick computation, she was able to verify that all the Bond Repayment funds had been received, and it looks like almost all funds were near 100% or exceeded the tax levy slightly.

EXECUTIVE DIRECTOR – BECKY STRAIT

- Becky introduced, Nicholas Greenslaugh – the current intern/new part-time employee, and offered him the opportunity to address the Board about his internship.
 - o Nick greeted the Board and gave a brief history of his childhood in Carthage and education at Western to obtain a degree in Kinesiology/Physical Science.
 - o Nick provided a summary of his internship at the Park District:
 - Nick explained that he has been able to “wear many hats” as part of his internship, which has allowed him to learn a lot about many parts of its operation.
 - One of his primary projects has been to create training videos for the Niche Academy subscription on how to do all kinds of tasks, such as setting up and tearing down nets on the courts.
 - Another project that is in collaboration with the training videos was to re-type and updated the training manuals.
 - One of the internship perks was getting to help with special events like the Halloween Fun Fest and Foundation Swing Dance Fundraiser.
 - Working with Jennifer allowed him the opportunity to warm up a few group fitness classes, and his favorite was dressing at Richard Simmons to do so on Halloween.
 - o Nick stated that he also enjoys working at the Fit Zone as a Desk Supervisor. Dave asked if Nick had a job lined up yet, but Nick stated that he is trying to decide if he wants to go back to school for a degree in Physical Therapy.
- A slideshow presentation was displayed as she spoke on a few topics:
 - Becky stated that October had been a very busy month at the Park District.
 - Ryan Benson, of The Garland Company, completed an on-site inspection.
 - Ryan approved the release of the final payment to Kreiling Roofing but asked that the \$10,000 retainer be kept until the last few tasks are completed.
 - The Aerobic Room leak was found and repaired, so far, no new leaks have been discovered in that area.

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- The issue of the leaks in the Cupola were discussed and Vern was able to get a Quote for that project and duct removal in the Ballroom, which is part of the same old system.
- Vern showed photos via the projector so the Board could see what was being discussed.
- The old HVAC unit required 4 ducts in the cupola, which the new VRF system does not require the use of all 4 to operate efficiently, only 1.
 - Rain is being blown up into the bottom of these vents, allowing water into the cupola, which is leaking down through the wall into the Ballroom.
 - There is no feasible way to flash the bottoms of the vents where the rain is coming in at, and since they are not necessary, it was recommended to remove the vents and cover the holes to seal the area from further leaks.
 - Dave inquired if the holes would be bricked in or covered with material, to which Vern said that Otto Baum Company had been recommended and provided a quote for both options.
 - ◆ Removing the vents, re-bricking and sealing the spaces is estimated to be \$16,400 and removing the existing 30 vents along the ballroom walls and blocking those holes would add \$4,960 to the project cost.
 - ◆ Adding the process of installing through wall flashing and end dams (110 lineal feet of flashing) would bring the total project cost to \$25,315.
 - Vern stated that he recommends completing this project before considering any improvements being made to the Ballroom.
 - ◆ Removing the unused vents in the Ballroom would greatly improve the aesthetics, as the room needs to be repainted soon regardless of the project.
 - ◆ Vern informed the Board that the extra step of installing all the flashing may not be necessary if the brickwork and sealants are installed properly and sufficiently.
 - So far, the roof project has been able to eliminate all known leaks, including the difficult leak in the complex by the tennis court gate.
 - Gary inquired about the roof warranty and if this added project would negatively impact that in any way.
 - ◆ Vern stated that Ryan verified that the warranty will not change with this project, and the roof will continue to be inspected every 10 years before warranty renewal.
 - ◆ Gary asked if the warranty renewal cost was discussed, which Vern stated that the amount was not listed.
- Seeing no further discussion, Don asked for a motion on the quote provided by Otto Baum Company, Inc. to repair the cupola/penthouse.
 - Gary Nodine made the motion to approve the Penthouse Scope project bid at \$16,400 and the Interior Ballroom project bid at \$4,960, for a total of \$21,360.
 - Dave Perring moved to second the motion, which then passed after a unanimous, roll-call vote.
 - Vern stated that the project would move forward, weather permitting, which could be as soon as next spring.
- Halloween Fun Fest was well attended with an estimated 500 attendees.
 - The only complaint was the long lines for the games.
 - The Haunted Trail had around 150 visitors.
 - The Bonfire also had around 150 visitors.
 - Becky stated that they may consider rearranging things a little for next year's event.
 - Brew 66 brought their trailer and sold some hot cocoa and coffee.
 - A table was set up for a St. Jude's fundraiser, where they sold cookies.

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- The Foundation Swing Dance Fundraiser was the previous Saturday, November 5th.
 - Becky thanked Gary, Jennifer & Allison for their help that evening.
 - The turnout was great and there has been a lot of positive feedback from the event.
 - One couple traveled over an hour to attend.
 - Dave inquired as to how people an hour away learned about the event.
 - Becky stated that there was a Facebook add with a 60-mile radius, which helped reach members of Jon's group from Bloomington in attendance and Gary stated that some attendees follow the band who performed for the evening.
 - Jon Young, one of our dance class instructors, sponsored the band himself and helped to promote the event with his other dance groups, such as the one from Bloomington.
 - There is the desire to be able to offer another event next year.
- Ice Rink:
 - Hours of operation start next week.
 - The non-lifeguard staff have been trained in CPR/AED/First Aid.
 - The shed purchased by the County is scheduled to be installed on Monday and on-site training is scheduled for later in the week.
 - Dave asked if people were able to go out and skate yet, but Becky stated that the "ice" has not yet been installed.
 - The County will be installing security cameras and providing a Deputy on-site for all hours of operation.
 - Patrons are encouraged to pre-purchase tickets and skate rentals to avoid cash on-site.
 - Dave stated that he is looking forward to seeing how the program goes.
- Contract for Tennis Instructors wishing to use LPD facilities:
 - Copies provided to all 3 that have previously used LPD facility, same rules apply across the board.
 - There have been some ongoing problems and complaints, but mainly regarding 1 instructor.
 - Dave asked if the contract would eliminate the problem, which Becky stated that she believed that it would.
 - Becky stated that the new contract updated some requirements and rules, such as the requirement for a Certificate of Liability, Instructor Background check, and details a better process of checking in and out of the facility.
- The issue of annexing part of LPD property into the City Limits was brought up at Halloween by the Fire Chief.
 - A previous injury on a diamond was mentioned where the issue caused a delay in treatment, due to a dispute on which station was responsible for responding.
 - Gary asked where the line was dividing the property between City and County.
 - Vern explained the line fell not far from the gas pipeline.
 - It was stated that Wes Woodhall, City Inspector, had attended a meeting to discuss the matter and was subsequently to report back after conferring with City's Council on a few questions posed by LPD Board members.
 - Gary asked what the main concern was regarding the issue, which was stated to be only the factor of which agency responds to emergencies on the property.
 - Becky would contact Wes to see if he had any further information to provide.
 - It was brought to the attention of the Board that the address had changed when the City decided to honor the High School's Basketball win a few years ago, which has caused several delivery issues.

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- Most shipping companies cannot find “Railer Way” and Primm Road still needs to be provided as a supplement address for many deliveries.
- The Board decided that LPD should use the 911 – issued address to avoid additional problems.
- Becky attended a Director’s Meeting in Bloomington.
 - Springfield Park District’s Director, Derek Harms, approached Becky with a request to schedule a meeting to further discuss the possibility of an intergovernmental agreement for a Special Recreation Association.
 - Springfield Park District currently has an agreement in place with Chatham but does not participate in programming efforts or coordination.
 - The Special tax can be utilized for ADA compliance and can be used on playground flooring and supplies.
 - Springfield Park District has staff for ADA programs, and LPD patrons would be eligible to participate in their events under this agreement.
 - Gary verified that Springfield’s Director had approached Becky and then asked why such an agreement would benefit Springfield’s Park District.
 - Becky informed the Board that she had scheduled a meeting with Mr. Harms to discuss the matter further and to ask more questions about how it would aid both Park Districts.
 - Mr. Harms did inform Becky of his background in Special Associations when he worked for other Park Districts.
 - Becky did ask him a few questions about the taxes and assured the Board that she will do more research before and after her meeting with Mr. Harms.
- Becky successfully submitted a grant application to Illinois American Water (\$2,500 grant) for the Lehn & Fink Park Improvement Project.
- LPD Christmas party is scheduled for December 16th at 7:00pm, in the Ballroom.
 - Becky stated that the meal will be catered by Flossie’s & Delzena’s.
 - A participant of the Swing Dance Fundraiser had inquired about alcohol on site for the event, but Becky informed them that there would not be any alcohol allowed, however, Becky wanted to know the Board’s opinion on the staff party.
 - There were various discussions on the legality of Bring Your Own Beverage policies.
 - Becky stated that she had posed the question to Ryan, of IPARKS, to which he answered that it would be the Board’s decision, but selling is a different matter.
 - Dave stated that alcohol used to be allowed all the time with the verification of a dram shop policy provided before the event and Board approval.
 - Gary stated that there should not be any LPD funds used to purchase alcohol.
 - Dave agreed and stated that a BYOB policy would be ok for rentals with the dram shop policy requirement, which Becky stated that she will write up the policy for room rentals.
 - Gary reminded the Board that the topic had been discussed during last summer as the 2021 Kickball league had requested it and suggested that the topic be revisited before the summer starts.
 - The Board agreed that the Christmas party would allow staff to BYOB alcohol.

OPERATIONS REPORT – VERN HASELEY

- The new Ford F450 truck has been delivered and it is nice.
- Vern informed the Board that there was nothing worth purchasing at the Lincoln College auction, and that everything of interest went for way more than LPD would pay for it.

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- Mulch has been delivered for the City-owned parks, which their staff will help spread.
- Bodine will be coming soon to install the new lights for the rear parking lot.
- The new mower needs a new seat, and the oldest mower will need to be replaced next year. Just recently, 10 new welds were needed to get it up and running.

FITNESS MANAGER'S REPORT – JENNIFER PRATHER

- Group Fitness class attendance in October was 815; higher than the last 2 years.
- The first week of October was free for the quarter, which brought in a few new faces.
- One member registered for the Best Body challenge and is seeing some results.
- September's Health & Wellness was a Nutritionist from Springfield, for which 12 patrons attended. Next month is George to speak about an organized home.
- Healthy Holiday Tips has 10 participants.
- There is a 90-minute Spin® class scheduled for this Saturday.
- Weight Watchers will be using LPD's facility for their meetings once a week in December.
- Go 365, Humana Insurance's wellness program, has sent LPD a beacon to be a recognized gym.
- October's Breast Cancer Spin® fundraiser each Saturday brought in \$500 in donations.
- The Grid-Iron Challenge started November 1st and has 6 teams, which are all required to post their LPD workouts on their social media as part of the challenge.
- The Turkey Burner is a pre-Thanksgiving workout class.
- The Health Yourself Advent program will be offered this year.

PROGRAM REPORT – ALLISON BAKER

- As it was her first Halloween, Allison was unsure of what to expect from the event, but was pleased. She spent most of her time outside since the trail was new, and Becky monitored the bonfire with Reggie's help. Laura asked if there was a costume contest, which Allison stated that there was, but it was done a little differently this year at the photo booth. There was a lot of positive feedback even though the parking lot was filled like on July 4th. NHS provided 22 volunteers, Cresco 11 more, and Rusty Rail provided a few more along with a camper decorated for the haunted trail. Approximately 25 businesses participated and/or donated for the event.
- Jr. Railers has 121 children registered this year, several more than last year. Sam White will be supervising the games again.
- Saturday with Santa is being coordinated with the local Bikers for Brats group, which delivers gifts to kids dressed as Santa and riding their motorcycles.
- Allison has asked if Lincoln Memorial Hospital would like to sponsor a Christmas movie, for a pajama party event.
- Registration for the Co-Ed Volleyball league starts next week.
- There will be another Pickleball League this fall, and we anticipate seeing some new faces with returning participants.

CORRESPONDENCE: None

UNFINISHED BUSINESS:

- A. Capital Improvements:
 1. Roof Project: See Executive Director's Report.
 2. Solar Project:
 - a. Becky did get back documentation to verify that the roof is ready for installation.

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- b. Currently waiting on notification of construction dates.
- 3. Lehn & Fink Park Improvement Project: OSLAD application was filed.
- B. Aquatic Center:
 - 1. Vern stated that American Leak Detection could not find any leak.
 - 2. Vern and Tony will re-check during the spring opening.
- C. County Ice Rink & Intergovernmental Agreement: See Executive Director's Report.

NEW BUSINESS:

- A. Ordinance#348- See Visitor's Section.
- B. Annexation: See Executive Director's Report.
- C. Ordinance#349: Fiscal Year 2023 Tax Levy:
 - 1. Available at the Front Desk of the Administrative Building for public review.
 - 2. Will be voted on during the December 2022 meeting.
- D. Ordinance#350: Fiscal Year 2023 Budget & Appropriation:
 - 1. Available at the Front Desk of the Administrative Building for public review.
 - 2. Public Hearing will be held prior to the regular December meeting for public comment and question before any action can be taken.
- E. Vern stated that Sunbelt Rentals has a grinder for stump removal, which can be rented for \$1,800 per week, to remove about 30 stumps throughout the LPD properties.
 - 1. There is only the 1 in the region available for rent.
 - 2. Dave asked if a local company could be hired, but Vern stated that the cost would be prohibitive compared to renting the equipment.
 - 3. Becky suggested that the project waits until spring.

Executive Session: Laura Duffer moved to enter a Closed Executive Session to discuss a legal matter. Dave Perring moved to second the motion, which then passed after a unanimous, roll-call vote. The Board entered Executive Session at 7:20 pm and exited at 7:31pm with no matters requiring a vote.

ADJOURNMENT: Seeing no further business, Laura Duffer moved to adjourn the meeting, Dave Perring moved to second the motion. The motion carried. Adjournment: 7:32 P.M.

NEXT MEETING: The next meeting will be held on Wednesday, December 14, 2022, at 6:00 P.M.