

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
OCTOBER 12, 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.

PUBLIC HEARING - At 6:00 PM, Don Peasley opened the floor for the public hearing to discuss the issuance of General Obligation Limited Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, for the payment of outstanding obligations of the District and for the payment of the expenses incident thereto. As there were no guests present to comment or question the GO Bond issuance, Don then asked for a motion to exit the public hearing. Laura Duffer made the motion to close the public hearing and proceed with the regular meeting. Gary Nodine moved to second the motion, which then passed after a unanimous, roll-call vote.

VISITORS – NONE

MINUTES OF MEETING – See below, after Executive Director’s report.

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

GENERAL	-	\$	8,969.24
RECREATION	-	\$	11,857.24
CAPITAL IMP.	-	\$	1,706.18

Don questioned the payment listed to John Deere, which Angie and Vern verified was for the mower repair. It was asked if the Ameren bill was typically as high as stated in this month’s Accounts Payable. Angie stated that the larger account listed was for the main complex which averages between \$2,000 - \$10,000 depending on the weather, both hot and cold. Angie then explained that COVID-19 allowed her to see that the bare minimum facility usage cost of \$1,500. The planned solar project is projected to offset up to 85% of the utility cost.

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

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

GENERAL	-	\$	120,853.01
RECREATION	-	\$	188,719.99
CAPITAL IMPROVEMENT	-	\$	872,729.57
AUDIT	-	\$	4,407.45
LIABILITY	-	\$	119,789.42
2014 DEBT CERT.	-	\$	5,055.86
BOND FUND	-	\$	590,985.68

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Angie informed the Board that this year's PPRT monies received have already exceeded the previous year's total. Included in the Board Packet was a printout detailing the previous 2 years' PPRT payments to compare to the current year. Angie explained that she was uncertain of the exact reason but queried if the State passing legislation related to cannabis is part of the surge in tax dollars being dispersed via PPRT. Angie did explain that the added income is welcome, and the upcoming solar project will help LPD funds. However, that income is mainly used for administrative overhead costs within the General Fund budget, and Angie recommends a slight increase in memberships to help offset overhead costs not covered by that account. Unfortunately, inflation is now visible in prices of goods and services, which exceed the amount planned for when the budget was prepared over a year ago. It is difficult to anticipate the rate of inflation and how it will affect business. A slight increase would be preferable to withholding and then the need the next year would be greater and more of a burden to the patrons' budgets.

EXECUTIVE DIRECTOR – BECKY STRAIT

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

- OSLAD Grant:
 - The site map was displayed to show which option was successfully submitted.
 - The Lehn & Fink Park Project Plan was shared on Facebook, including the site map.
 - There was a lot of positive feedback.
 - One person requested the rubber flooring, which was followed up by a query about the price difference between the wood chips and rubber flooring.
 - Becky did respond with the price difference for the sake of transparency on why it was not an affordable option.
 - Dave stated that the Board deals with projects like these regularly and we're still shocked at the price of the rubber flooring when compared to the cost of special mulch and its upkeep.
 - There were questions about the ADA compliance aspect of the design and wheelchair accessibility.
 - Some comments expressed concern about activities geared towards adults and teenagers, but others pointed out the walking trail and gave positive feedback related to that part of the plan.
- Vern was able to reach Ryan Benson, of The Garland Company.
 - There are a few leaks needing repaired by applying another coating.
 - Ryan still needs to come and do a water test & discuss fixing the leak around the cupola, which is the suspected cause of water in the Ballroom.
 - Vern explained that there are 3 vents in the cupola, which is too tight for flashing to be installed and rain is blowing in through the slats.
 - A quote has been requested to remove the vents, since the new units do not need them to operate efficiently.
 - The Aerobic Room had a leak, and a missing screw was found during inspection, but Ryan will do a water test in that area as well.
- The Solar project required LPD original building plans to move forward, which were provided upon request.
- City Parks: No update.

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- Upcoming Events:
 - LPD provided some children's games during the Railsplitter Festival the weekend of September 17-18th on the Postville Courthouse lawn.
 - Becky, Allison, and Jordan represented the Park District at the event.
 - The event flow was not very conducive to organized games at specific times.
 - It was suggested to re-evaluate participation for next year's event.
 - Don stated that there are several activities scheduled for the same weekend throughout the county and not just the City of Lincoln.
 - Planning for the Halloween Fun Fest and Swing Dance Fundraisers are both in full swing.
- Becky shared a slide detailing a national report on what the nation considers "important things".
 - Nine out of 10 people surveyed stated that they believe parks are important in communities.
 - 84% reportedly seek high quality recreation when considering places to live.
- Staff:
 - Megan resigned and accepted a position at the Jr. High School.
 - A review was conducted of previous applications from the job fair, which were still on file.
 - Val Coombs had expressed interest in working the morning shift and was hired.
 - Becky has an interview scheduled for Thursday with another applicant.
- Ice Rink / Intergovernmental Agreement:
 - The county requested one policy change, which was included in the Board packet.
 - The change was that both parties are to be listed in the liability clause.
 - Laura and Dave expressed their concern at patrons getting injured.
 - Gary pointed out that there is always a risk of patrons getting injured no matter the location and/or activity, there is always just an inherent risk at play.
 - Laura clarified that her concern is the fact that the Ice Rink is not on LPD property.
 - Becky stated that all the online comments seem to be favorable, but Don stated that it may end up being popular for the first year.
 - Laura asked about contract termination if it does not go over well, and Gary reminded the Board that there was a 30-day termination clause built into the Intergovernmental Agreement giving authority to both parties.
 - Dave expressed his concern that LPD will be "left holding the bag" since it is the entity "in charge of operation".
 - The consensus was that the cost may be prohibitive to attendance and usage.
 - Don stated that the public has already complained about the new pickle ball court portion of the installation.
 - Gary Nodine made the motion to approve the change to the Intergovernmental Agreement, as presented to include both parties under the liability clause. Laura Duffer moved to second the motion, which then passed after a unanimous, roll-call vote.
- LMHF has offered to pay LPD to allow their walking group to walk indoors on Wednesdays if LPD tracks the usage and then bills LMHF.
 - Laura inquired about the days and times requested, which was verified to be 7:00 am, noon, 4:00 pm, and 6:00pm, for an hour each time slot.
 - Dave inquired as to how busy the facility is during those times.
- The Foundation has a swing dance fundraiser scheduled for November 5th.

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- Concession Stand updates have begun.
 - The pool concession stand had concrete floor that was difficult to clean and the other two were old and needed resurfaced.
 - Breezy and the pool concessions both received an epoxy application, after the pool received an acid wash and both were scrubbed and degreased.
 - Don inquired about the cost, which was verified to be around \$5,000 for the 2 concession stands, but the pool cost a little more as it required more preparation.
- The new weight rack for the Sports Complex arrived and has been installed.
- The wheelchair swing paint was already chipping, and still under warranty and a replacement part was ordered; Vern stated it will be installed in the spring.
- Becky and Jen attended a meeting at the local health department.
 - The topic was a county-wide weight loss goal and included the LMH obesity coalition in the discussion of what could benefit the community in this journey.
 - As the conversation progressed, Jen and Becky spoke up to inform the collective of all the programs and opportunities already provided by LPD.
 - This resulted in the group asking for more LPD information to advertise what already exists, showing an interest in collaborations with future programs, and possibly even sponsorship.
- Becky informed the Board of a Special Recreation Association that addresses installing ADA features within parks.
 - Tod Stanton, of Design Perspectives, mentioned the group to Becky during the OSLAD Grant application process, as inclusiveness was a concern for the design.
 - A perk of the organization is that it allows the Association to levy a special tax to help cover the costs affiliated with installing ADA inclusive features.
 - There may be an application fee, and Don inquired as to the amount, but Becky stated that she is still researching the program and all the requirements as well as benefits.
 - It is basically a coalition to improve the community.
 - The Association allows up to 20% of ADA features to be written off and 100% of surfacing costs are eligible for write-offs.
- Security
 - With the loss of the large employers in the community, there may be fewer patrons using the facility over the winter months.
 - Don stated that if it was levied for this fall, then we should still have security, but re-evaluate the community/facility needs next year.
 - Jen stated that there has already been an increase in incidents since the High School has been in session this fall, which has required extra cleaning & supervision.
 - Dave suggested adopting a zero-tolerance policy, which Laura suggested a definition of what violates the policy.
 - Don suggested that the Board create a list of suggestions to create guidelines.
 - Gary inquired about the age of those involved in the most recent incidents.
 - Jen and Angie stated that it seems to be the underclassmen coming over after school.
 - Jen stated that some of the summer staff's parents did not want their children working at the Ice Rink due to security concerns and the hours of operation contributing to those concerns.
 - Laura asked if parental supervision would be required for entrance to the ice rink, and at what age is that policy enforced?

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- Becky stated that it had been discussed to use the same policy as the Sports Complex's age policy and asked if the Board would prefer added security.
- Laura asked if the County could be required to provide the security beyond LPD staff supervising the usage since it is their property.
 - Becky requested clarification if extra police patrols were being requested or actual staff working as security.
 - Both Laura and Don stated that extra staff should be requested.
 - Laura stated that LPD can provide regular staff for ice rink supervision and the County can provide the security for all on the County property.
- Lincoln College Auction is scheduled for Saturday, October 15th.
 - Vern stated that there were a few items of interest, with the Board's approval.
 - Vern will continue the discussion as part of his report but would like the Board to consider limits on spending.
 - Gary stated that it would be nice if LPD could have a grill like the one the D.A.R.E. program uses at events, which could also be rented out.

Angie asked that the Board redirect for a moment as she noticed in her records that the minutes were not approved after the public hearing was closed. 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.

OPERATIONS REPORT – VERN HASELEY

- Luckily, we have Reggie to advise on what would be good to bid on at the Lincoln College auction. There is a gator that we are interested in but would like to look at it before deciding to bid on it. We can go the day before the auction to get a look at what we are interested in. Becky asked if the Board would allow a limit to some discretionary purchases, such as tables and chairs if there are any deemed appropriate to suit LPD's needs. Both Gary and Don stated that anything under \$25,000 should be acceptable, as it was the amount allowed per previous Executive Director's discretion. Laura suggested calling the Board President if there were any concerns about cost/limit.
- Vern informed the Board that the slide that had been damaged on the LPD playground had a 4-month lead time, but that there are 2 options available, each with their own cost. A quote for a replacement 6' slide was \$6,200 and the 7' option costs \$7,600. Both options are open top, not a tube, but the longer option is available. Don asked for verification of the original slide length, which was confirmed to be only 6 feet. Don then stated his opinion to replace it with the same length.
- The donated bench has been installed and trees have been planted in Memorial Park.
- The diamonds will be aerated, sanded and water lines will be winterized soon.
- Mulch has been delivered for the City-owned parks, which their staff will help spread.
- Breezy field has an issue with one of the light poles. When Vern went to look at the wiring for the issue, the wire completely fell from the fixture as it had become detached. After further inspection, one of the light fixtures was completely turned around. Vern would need a rental lift to get up and see about fixing it, but he suspects that he will not be able to fix it at the top of the pole. A crane will be needed to lower the unit to the ground where it can be repaired, then reinstalled. Dave inquired about the frequency of use, which was verified that the Breezy tri-plex is the most used on LPD grounds. The Board asked that Vern get a quote on the cost of a crane rental.

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PROGRAM REPORT – ALLISON BAKER

- Dance lessons began at the beginning of October and have 4 couples registered.
- Halloween is October 27th. The Fun Fest will be held indoors on the tennis courts, the Haunted Trail will loop around the Bronco field from the Complex exit, and the Bonfire will be held at the Andrews Tri-Plex entrance, which will be the end of the trail. Dave expressed his concern about open flames during the dry season. Troy will be helping with costumes and some of his friends are volunteering their time for the trail. Cresco is sending 9 volunteers to man a booth and participate in the trail. The Rusty Rail is also volunteering for the trail, along with Lincoln's Youth Baseball and some Cheerleaders. There are 12 booth reservations from community partners. We have received \$1,100 in donations from sponsors, and we still need to go buy some candy for the event. Don inquired if the Fire Department(s) had been contacted about the bonfire. Allison verified that both the Rural and City departments had been contacted and the City is willing to send an employee to man the bonfire if the County will be present. Neither department was overly concerned about the size of the proposed bonfire if LPD had their water wagon present and one of the departments are present with a truck. Vern stated that the proposed bonfire is a small one and shouldn't be a problem at the planned location. Brew 66 will be present to sell hot chocolate and St. Jude patrons asked if they could host a bake sale fundraiser which were both approved. If it rains, the outdoor festivities will be canceled, but the indoor activities will continue as scheduled. Fliers were sent to the schools, including more within the county, and there has been a lot of positive feedback so far.
- Jr. Railers registration has begun. Sam White will be returning to supervise the program. So far 18 participants have registered, and Allison is reviewing last year's binder to familiarize herself with the program's beginning procedures.
- Allison plans on continuing to include all Logan County schools in her flier disbursement, as that was mentioned during the Health Department meeting that Jennifer and Becky attended.
- The diamonds had one final tournament at the beginning of October that went well. The concessions sold out of most of the remaining stock. Since inventory was limited at the end of the season, the organizer asked if a fundraiser would be allowed to sell items that LPD concessions did not have. It was a success for all parties involved.

FITNESS MANAGER'S REPORT – JENNIFER PRATHER

- Group Fitness class attendance for September was 673, which was higher than the last 2 Septembers, but not quite to the pre-COVID attendance.
- 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 Forest Therapy session, for which 5 patrons attended. It was well received for being new and Jen hopes to bring it back in the spring.
- Jennifer is still working on LPD becoming an established location for GO 365 and following up on becoming a facility for Weight Watchers.
- The new Spin® Instructor is doing well and has brought in a few new participants.
- Active Agers had a potluck on the 9th and scheduled their next one for December.
- There will be a Spin® Fundraiser in October for Breast Cancer.
- Jennifer thanked the Board for allowing her to attend the Mania training in Chicago. She always finds it to be very beneficial to herself and her instructors, who have already asked to train with the videos that Jennifer's able to get from her attendance.

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- October is Breast Cancer awareness month, so LPD is hosting a Spin® fundraiser each Saturday. The first 2 weeks have already brought in \$176 in donations.
- The Grid-Iron Challenge starts in November and a few teams have already registered.
- A race day ride is planned for November, which is 90 minutes, and 3 instructors collaborate for the event.
- Jennifer is working on creating the November & December schedule and coordinating the holiday classes.

CORRESPONDENCE:

- A thank you card was received from the Lincoln Women's Club for the use of LPD's Ballroom to host their blood drive.

UNFINISHED BUSINESS:

A. Capital Improvements:

1. Roof Project: See Executive Director's Report.
2. Solar Project: See Executive Director's Report.
3. Lehn & Fink Park Improvement Project: See Executive Director's Report.

B. Aquatic Center:

1. Vern stated that each filter has a distribution pipe, and all are disintegrating.
 - a. Applegate Excavating came in to remove the sand to thoroughly inspect the filters.
 - b. The bottom components are fine, but the top is shot in each filter.
 - c. A quote has been requested, but Vern estimates the cost to be around \$15,000 to replace the deteriorated components in all 4 filters.
2. Walker Sandblasting will touch up the paint in the lap pool.
 - a. Vern plans on asking them about the 18 steps that lead to the slide.
 - b. The non-slip coating is eroding, and he would like their opinion on fixing them.
3. Splash Pad Gutters are still an issue.
 - a. Vern drew a rough diagram of how the pipes were laid during installation.
 - b. The gutter system has 10-4" drains around the pad that leads to a 6" pipe, which then connects to the 10" pipe leading to the pump house.
 - 1) Vern and Tony plugged up each of the drains and tested with air pressure.
 - 2) They suspect that one of the drains or pipes is leaking but are unable to pinpoint which one(s).
 - 3) There is a company in St. Louis that specializes in leak detection using nitrogen.
 - 4) Vern would like to schedule their service, which may not be cheap.

C. County Ice Rink & Intergovernmental Agreement: See Executive Director's Report.

NEW BUSINESS:

A. Spring 2023 Election of 2 Commissioners.

1. Don Peasley and Bob Thomas are up for re-election.
2. Packets are available at the Front Desk for any interested Lincoln residents to pick up.

B. Fiscal Year 2023 Tax Levy.

1. Angie explained that legislation requires the Board to present to the public the proposed tax levy for 30 days prior to voting on its adoption. Usually, there are not 30 days between November and December Board meetings, but there is this year.
2. Becky and Angie requested that the Board table the discussion until the next meeting.
3. The Board agreed to table the discussion until the November meeting.

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C. Fiscal Year 2023 Budget & Appropriation: See above.

Executive Session: Laura Duffer moved to enter a Closed Executive Session to discuss an employee matter. Dave Perring moved to second the motion, which then passed after a unanimous, roll-call vote. The Board entered Executive Session at 7:33 pm and exited at 7:45pm with no matters requiring a vote.

ADJOURNMENT: Seeing no further business, Gary Nodine moved to adjourn the meeting, Dave Perring moved to second the motion. The motion carried. Adjournment: 7:47 P.M.

NEXT MEETING: The next meeting will be held on Wednesday, November 9, 2022, at 6:00 P.M.