

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
MARCH 08, 2023**

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, Allison Baker, Jennifer Prather, and Angie Coombs. None were absent.

VISITORS – NONE

MINUTES OF MEETING – Minutes of the February 08, 2023, 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.

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

GENERAL	-	\$	7,553.94
RECREATION	-	\$	7,940.80
LIABILITY	-	\$	7,301.00
CAPITAL IMP.	-	\$	9,528.56

Angie informed the Board that she had added the expenses for Comcast and Frontier to the preliminary spreadsheet as those bills had been received after the email was sent. Dave inquired about the Illinois Association of Park Districts dues listed, which Becky explained allows LPD to request information and guidance from IAPD. Gary asked if it included legal advice, which Becky stated that IAPD can provide information on precedents depending on the subject. Becky explained that IAPD also monitors legislation that may affect Park Districts, lobbies on Park Districts’ behalf, and disseminates the information to all participating Districts. Gary then questioned the Comcast expense, which Angie explained the total is nearly 50/50% for cable and Wi-Fi costs. Don asked about the expense listed due to NAPA to which Vern explained that the annual filter sale is the opportune time to purchase fuel and air filters for the equipment. Dave Perring 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 February 28, 2023.

GENERAL	-	\$	100,220.46
RECREATION	-	\$	150,483.69
CAPITAL IMPROVEMENT	-	\$	1,073,377.48
AUDIT	-	\$	6,387.07
LIABILITY	-	\$	125,507.48
2014 DEBT CERT.	-	\$	12,709.51
BOND FUND	-	\$	5,000.00

Angie stated that February is an off month and no PPRT payment had been received.

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EXECUTIVE DIRECTOR – BECKY STRAIT

- A slideshow presentation was displayed as she spoke on a few topics:
 - Becky informed the Board that there is no new update to the City's progress in improving their parks.
 - The next parks will be Ray White and Postville.
 - The City asked if LPD wanted to keep the existing play structures.
 - Vern plans to salvage the structures still in good condition to be installed elsewhere or repurposed, however, Mark Shew did ask about donating the pieces not kept by LPD to a local Church's mission to Haiti.
 - Gary asked how the equipment would get to Haiti, which it was thought the Church would coordinate the transportation logistics.
 - Dave inquired if the donated pieces would be considered a write off, which Becky verified that it would be.
 - Building Improvements:
 - The upgrades to the pickleball courts have been well received by patrons.
 - The Basketball floors had some seams resealed and lines repainted.
 - Otto Baum has removed the vents in the Ballroom and is currently working on the larger vents on the cupola.
 - The Youth Coalition is underway.
 - Community organizations have met to discuss barriers to provide services for the Jr. High and High School age groups.
 - There is a possible connection with Heartland, which may also result in potential scholarship opportunities.
 - The YMCA is also interested in participating in the coalition.
 - Upcoming Events:
 - Easter / Open House is April 1st.
 - Features: Vendor Fair, Fitness Classes, Family Photos, Foundation Fundraiser.
 - Will focus on presenting the spring/summer programs.
 - Pool passes and swim lessons registration will open to the public.
 - Face Painting, Balloons, Alice in Wonderland Tea Party & Magic Show.
 - Ice Rink Events Programs:
 - Hockey Lessons with Tanner & Riley.
 - Learn to Skate with Chauntea Mason.
 - Spring Break Nerf War.
 - Zero Waste Workshop / Earth Day:
 - LCHS' program was suspended due to COVID-19.
 - Heartland CC offers a class and Becky contacted the instructor.
 - Free Workshop will be offered in collaboration with the HCC instructor on April 15th.
 - LPD will be providing 55 gallon drums for local 4th grade classes to paint.
 - John Welsh Basketball Tournament had 154 teams participate.
 - Dave asked if all gyms in town were used, which was verified.
 - Angie stated that the previous 2 years, only 2 LPD courts were used, but all 3 were used for this year's tournament.
 - July 4th Celebration:
 - Donations have already been received in support of the event.

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- Dave inquired about the Firework show, which Becky verified that LPD signed a 3-year contract with American Patriot Pyro last year.
- The Hospital's Trailblazer Walking program will end at the end of the month.
 - Lincoln Memorial Hospital staff bring prizes for participants weekly.
 - There have been a few new members that signed up after participating in the program.
- Becky informed the Board that the HVAC issue is still undergoing work, but Vern will explain the details during his report.
- Becky updated the Board about the status of the Solar Project.
 - LPD signed a power purchase agreement, which was backed by a 3rd party investor.
 - The Solar Company reports that several of their projects have been stalled due to lack of communication from the same 3rd party investor.
 - Currently, the Solar Company wants to null that contract to then proceed without a 3rd party investor, which would then be funded directly by the solar company.
 - Gary asked if it would be a legal issue and Dave expressed his similar concerns.
 - Both Gary and Dave inquired about this new development having a negative impact on the Ameren Incentives and the related deadlines.
 - Becky informed the Board that a new contract would need to be drafted and the 3rd party would need to be removed.
 - Don suggested contacting LPD's legal counsel to request their input.
 - Becky explained her difficulty during recent attempts to communicate with LPD's legal counsel.
 - Gary asked if LPD was under contract to retain the current law firm, which Angie stated that there was no contract to her knowledge.
 - Both Don and Dave suggested contacting Blinn Bates, the managing attorney, directly to discuss the matter.
 - Laura suggested searching for a new attorney.
 - Don recommended looking into a local attorney, JR Glenn, to see if he would be able to provide legal counsel to LPD, to which Laura agreed.
 - The consensus of the Board is that issues risk the "snowball" effect if there is no line of communication with legal counsel in a timely manner.
 - Gary inquired if there would be sufficient counsel found out of town, to which Becky informed the Board that she did request a list or recommendations from IAPD, as they have specialized knowledge relating to the business of Park Districts.
- Becky has been working on the Lifeguard Contract.
 - One change is a hybrid option of having the guards take the longer test online prior to the swim and final test.
 - Laura inquired about the likelihood of guards cheating on the online portion of the test.
 - Jennifer explained the online process, which is a slideshow presentation that prevents skipping, a test at the end, and are then required to prove their understanding of the content during the in-person portion of the training.
 - Dave queried the agreement with Springfield, which Jen detailed was for the use of the pool for the physical test portion, and Becky stated had limited availability.
 - The online test must be passed to participate in the physical portion.
 - Another change is that LPD will not be offering Lifeguard Certifications for guards that will be working for other pools.
 - Last year's instructor charged LPD more for certifying students at other locations, which was not budgeted for in the fee structure.

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- Becky explained that the Instructor can choose to work as an independent contractor and “rent” LPD’s facility for certifying others and then charge her own fee for those individuals directly.
- Also, there will not be an hourly rate paid in addition to the individual rate.
- LPD will pay registration fees directly to the American Red Cross.
- LPD will pay \$100 for each successfully trained guard and \$50 for each failed guard.
- Laura stated her opinion that the fee should be \$100 flat, pass or fail.
- Gary inquired as to how many typically fail each season, which Jennifer stated was only 1-2 at the most.
- Mileage and per diem of \$35.00 will be provided per day.
- The Board approved the contract with the amendment to the individual reimbursement rate changed to a flat \$100, pass or fail.
- OSLAD Grant:
 - Awards were announced on February 28th, and LPD was not listed.
 - Becky asked the Board how they would like to move forward with the Lehn & Fink Park Improvement Project.
 - Dave stated that he was still not a fan of investing money in that park.
 - Bob expressed interest in installing pickleball courts, but Angie stated that LCHS is planning on adding a few next to their tennis courts upon their remodel and asked if LPD was still not interested in duplicating services in the community.
 - Laura asked if the money was ear-marked for sole use to develop the Lehn & Fink Park, which was verified that it was labeled as such in the Budget & Appropriation.
 - Becky had prepared a few options for the Board to consider, all of which fell within the proposed budget without OSLAD funds.
 - Option #1: Sand Volleyball & Parking Lot.
 - Option #2: Picnic area / Shelter & Walking path.
 - Option #3: Playground upgrade.
 - Option #4: Reapply for the FY2024 with an amended application, while still doing a few upgrades this Fiscal Year within the budget.
 - Becky stated that a few of the “flashy” designs had been removed prior to submission, which may have made the project less attractive to the state.
- Capital Improvement Plan:
 - Farnsworth is developing plans for possibly renovating the Ballroom.
 - A handout detailed the current Capital Improvement Fund Budget for review.
 - Dave asked why parking was suggested for the Lehn & Fink project.
 - Angie explained that she had recommended that option, as sand volleyball has been discussed for the last few years, and the public has shown interest in summer leagues.
 - Also, the number one complaint in LPD coordinating programs at that park is the parking situation, which would only be worse with sand volleyball leagues or new playgrounds.
 - Another reason was that if the parking was not included in the OSLAD application, that would leave more funds to improve the recreational improvements and remove the infrastructure costs, which was a prior reason for denial.
 - Don suggested upgrading the playground and adding a pavilion, to which Gary agreed.
 - Gary asked if the diamond would stay or be removed, and Laura asked if the diamond could simply be “spruced up”.
 - The possibility of bathrooms was also proposed again.
 - Becky stated that a very nice playground could be installed for around \$200,000.

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- Laura suggested finding a less expensive playground option.
- Gary agreed with the idea that the improvements be phased out.
- Dave questioned if a park tour could be arranged in either May or June.
- Bob asked if parts of the playgrounds being removed by the City could be installed in Lehn & Fink park, which Vern stated no except for maybe a few swings.
- Gary requested quotes for a pavilion, and Jen suggested LCHS building trades be contracted to install it like they did in Postville Park.
- The Board asked Becky to get some more quotes and playground prices/options and present to the Board.

OPERATIONS REPORT – VERN HASELEY

- Reggie has been working on keeping up with the weight room maintenance and doing a good job.
- Jason Mauhar, of By Design Landscaping, is donating some oak trees to LPD. Gary asked if Memorial Park still has seedlings growing, which Vern verified that there are saplings that cannot be moved yet.
- Vern stated that he is looking for the best way to find a pollinator for the Johnny Appleseed tree, which Dave said that he could help coordinate that.

PROGRAM REPORT – ALLISON BAKER

- Spring & Summer programs are being scheduled.
- Dog Obedience is going well and has 10 dogs being trained every Sunday in March.
- Pickleball League is being held on Thursday evenings for 6 weeks. We have 8 participants, 2 of which are new to the game.
- Chauntea and John will be teaching Ballroom Dancing and end with a Royal Ball April 29th, which will be also open to the public as a Foundation Fundraiser without a meal.
- Spring Break will have a Nerf War on April 7th and 5 kids are already registered.
- A bike rodeo will be held as an event at the LMH Farmer's Market in May. This event is being planned as a less hands-on ride around a paved track. There will be some tips to be filled out on a card to complete for a prize. LPD will have a table at the Market to promote summer programs and the pool.
- There have been 23 registrations for the Summer Ball league in the first 2 weeks. Fliers have been taken to the schools to remind parents that registration ends March 31st. There is a rule meeting for the Tremont league scheduled for April 2nd and the Scheduling meeting is to be held April 23rd. This year is starting later than usual, and Gary asked if it was still planning on ending around July 4th, which Allison verified that it is. Practices should be starting in May and the games in June, for a shorter season.
- The job fair brought 20 applicants and 8 are needed for concessions. Brody Whiteman has agreed to be the Concessions Manager this summer. He will begin working towards the end of March to help get the stands ready for the annual DPH inspection.
- Laura inquired about the group being organized by Pat Hake. Allison stated that he seems to be working on developing the group for the next school year. He is working on organizing it as an actual school club as well. Gary asked if "troubled youth" would qualify for the program, which Becky said that they would be. Laura stated that it was a good idea to collaborate with LMH and Mr. Hake as a LCHS representative to create this program. Becky would like to see it start with the proposed expansion of the Pickleball league.

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FITNESS MANAGER'S REPORT – JENNIFER PRATHER

- Group Fitness class attendance in February was 1,201 participants.
- Spin® Class challenge was to track miles in February, for which there were 19 participants. The top 3 were Carol with 234 miles, Kim had 181 miles, and Peggy had 164 miles.
- Lincoln Memorial Hospital's CATCH classes are going well. Participants reportedly enjoy the variety of classes.
- Health & Wellness had 7 participants for March's session, which was a social event where they gathered to enjoy some games and coffee provided by Guest House. Next month will be on home organization.
- Heather Ramey's Pound Class, using drumsticks for rhythm, is full.
- Balloons over 66 5K planning is underway and donor letters have been mailed.
- Active Agers will be having an anniversary potluck lunch.
- The first week of April will offer another free week of group fitness classes.
- Jennifer has been busy preparing for the April 1st Open House.
- Beginning Spin® will start Sundays in April at 2:00pm. It is free for members or \$25 for non-members, and 3 have already registered.

POOL MANAGER'S REPORT – JENNIFER PRATHER

- Jennifer has been busy interviewing lifeguards and scheduling the certification dates.
- Pool parties will be available to book online after the open house.
- Some new supplies have needed to be ordered.

CORRESPONDENCE: NONE

UNFINISHED BUSINESS:

A. Capital Improvements:

1. Solar Project: See Executive Director's Report.
2. Gym Floor Project: See Executive Director's Report.
3. Ballroom Remodel Project: See Executive Director's Report.
4. Lehn & Fink Improvement Project: See Executive Director's Report.

B. HVAC repair:

1. Vern displayed some photos to show how the Complex Unit's compressor had somehow welded itself to the casing.
2. Per the tech, the freon had been contaminated and needed to be replaced, but a filter was added to the system to help remove remaining contaminants.
3. The tech is unsure as to what happened to cause this damage.
 - a. It is not a cheap or easy fix but needs to be done to prevent the degradation of the system if left as is.
 - b. Vern did ask if the compressor was under warranty, which Entec is covering the parts, but LPD will be billed for the labor.
4. Becky stated that the Railer Room had to be temporarily unavailable for room rentals while this is being dealt with.

C. Aquatic Center:

1. Vern stated that the parts have been sandblasted and repainted.
2. The distribution tubes for the filter had arrived the wrong size and have since been replaced with the correct ones.
3. Staff are currently working on getting everything ready to go for the season.

D. Ballroom Remodel – revisited:

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1. Vern provided pictures of the progress made from the vents being removed from the Ballroom and cupola.
2. The penthouse grates have been removed, but 1 needed to remain for ventilation needed by the current VRF; it will be refurbished and adjusted to eliminate water penetrating the vents.
3. Becky stated that she needed to follow up with the roofing company regarding new leaks, which were discovered after the heavy rains over the past few weeks.
- E. Annexation of LPD property into City Limits: Nothing new to report.
- F. Intergovernmental Agreement with Springfield Park District to levy a Special Recreation Tax in the future: Nothing new to report.
- G. Driving Range:
 1. Becky stated that she was worried about the public's reaction if the Board were to shut it down while deciding its future and suggested leaving it as a shag and grab range.
 2. Don asked how often staff collected the range balls, which Vern verified daily during the week, but cited that causing problems at night and on the weekends.
 3. Dave suggested tasking one staff member to pick the range on the weekends and possibly the evenings.
 4. Becky asked the Board how much money they would consider investing in the range to make any improvements until the future is decided.
 - a. Dave cited the limited options for Lincoln residents to use a long-distance driving range.
 - b. Dave then mentioned that the Elks has some balls that they would be willing to sell to LPD for a reasonable price. (Approx 1800 used for \$600 and 900 new for \$600)
 - c. Vern stated that the mats were worn out and could be replaced, which might draw more usage.
 - d. Laura suggested getting a few new mats and promoting the range for one more year before making decisions on the future of the range.

NEW BUSINESS:

Executive Session: Laura Duffer made the motion to enter into Executive Session to discuss an employee matter at 7:46 pm. Bob Thomas moved to second the motion, which then passed after a unanimous, roll-call vote. The Board exited Executive Session at 7:53pm without 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: 7:53 P.M.

NEXT MEETING: The next meeting will be held on Wednesday, April 12, 2023, at 6:00 P.M.