

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
APRIL 12, 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, Dave Perring, Laura Duffer, and Bob Thomas. Gary Nodine was 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 March 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. Dave Perring 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	-	\$	6,451.31
RECREATION	-	\$	6,893.20
CAPITAL IMP.	-	\$	22,563.59

Laura Duffer 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 March 31, 2023.

GENERAL	-	\$	140,166.30
RECREATION	-	\$	89,234.28
CAPITAL IMPROVEMENT	-	\$	1,049,688.59
AUDIT	-	\$	6,389.96
LIABILITY	-	\$	125,565.03
2014 DEBT CERT.	-	\$	12,715.26
BOND FUND	-	\$	5,000.00

Angie stated that a PPRT payment had been received, and a summary had been included in the Board Packet. Also, Angie mentioned that Heartland Bank & Trust had met with her and Becky to discuss the change to LPD's interest rates. Previously, the rates had been rather low, but the bank representatives were there to inform LPD that there would soon be an increase. The Board requested more information on the rates at the next meeting.

EXECUTIVE DIRECTOR – BECKY STRAIT

- A slideshow presentation was displayed as she spoke on a few topics:
- Becky informed the Board that there had been a meeting to discuss the City's progress in improving their parks, but no City Aldermen were present.
 - Walt Landers, of the City's Street Dept. and Ashley, the Mayor's Assistant, were present.
 - A local Adopt-a-park program was discussed.
 - Walt had some suggestions of areas that would benefit from such a program.
 - There is some concern about volunteer follow through.

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- LPD has had several groups reach out with interest in a local program.
 - Don inquired about the local groups and their interests.
 - Becky stated that one would like to improve some landscaping in a few areas.
 - Becky explained that the local Master Gardeners is no longer an organization and areas previously tended by the group have become overgrown without regular attending to.
 - Dave queried if LPD or the City would be responsible for purchasing the plants and the volunteers for the planting and tending.
 - Becky stated that it might be possible to coordinate that type of sponsorship/agreement, and to possibly include signage to recognize the groups/individuals.
- Becky asked the Board on their thoughts to have a group or groups tend to an island or two in the Fit Zone parking lot and/or pots on the premises.
 - The islands are currently empty and not landscaped at all, with sticks in them remaining from the winter plowing.
 - Several members have offered to tend the islands throughout the summer.
 - One possibility is that LPD provides the ground cover and volunteers plant and then maintain the island.
 - Vern suggested, at minimum, to spray for weeds then filling them with rock or mulch.
 - Vern pointed out that the landscaping along the Fit Zone was the next area to be done.
 - Bob asked if LPD already had the rock to fill the islands, which Vern stated no.
 - Becky and Vern explained that By Design Landscaping would be willing to continue, as they did the front and side, but they are booked out for a while.
 - Laura and Dave both stated that landscaping is a low priority right now.
 - Jen explained that several members that were part of the Master Gardener program shared their interest in tending to the islands, and even suggested some plants that would be low maintenance.
 - Dave suggested that a plan is created, and volunteers can plant in May.
- Mayfair Park is getting the new equipment installed.
 - Ray White Park will be done within the next few weeks.
 - Postville Park will be the last of the City's parks to receive a new playground.
 - Vern is still waiting to hear back from Mark Shew about his request for the used playground equipment donation.
- The City is reportedly not able to install a skate park on the 3rd Street lot after all.
- The City's 8th Street planning includes:
 - The Dog park, located on the 7th Street side of the lot.
 - Hopefully a pavilion will be constructed, with or without a bandstand.
 - The budget limits any further major additions.
- April 1st Open House:
 - The event had an Alice in Wonderland Theme.
 - The Foundation held a fundraiser and there was a vendor fair.
 - Group Fitness demonstrated available classes.
 - Registration for Aquatic Center events and activities opened that day.
 - There was a tea party with the Mad Hatter and Alice, which was free to the public.
 - The event ended with a free Magic Show.
 - Revenue for the day was almost \$6,000 and approximately half was for Swim Lessons.
 - The public arrived early to register, and the event lasted most of the day.

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- Skating and Hockey Lessons at the Ice Rink were canceled due to lack of registrations.
 - Chauntea Mason (the instructor) is very experienced in skating, as she is in most ice shows held in Springfield, and she reported that the surface was not conducive to any of the beginner moves that she would teach.
 - The County was contacted about the problem, but no response has been received to date.
 - Jennifer informed the board that some people who used their personal skates during the winter reported that the surface damaged their skates.
- Spring Break included a Nerf War for kids, which was well attended.
- Earth Day is on a Saturday this year, LPD is hosting a free Zero Waste Workshop, and 6 people have already registered.
- The Foundation has already begun fundraising for the July 4th Celebration.
 - Almost \$2,500 has been received from sponsors.
 - LPD received a call from the City, stating their intention to contribute to the Firework show this year, and the Council approved \$5,000 at their last meeting.
 - Becky stated that she had included a list provided by American Patriot Pyro that lists the fireworks covered by the contract, which inflation has affected by an additional \$2,000 for the same show as last year.
 - The City's only caveat to contributing was to pay their portion directly to the vendor.
 - The Board all agreed that the City's generous contribution would be appreciated.
- LCHS contacted LPD about holding their scheduled mock DUI event prior to the Prom on LPD property, next to the school.
 - The event is scheduled for April 26th and the cars will be put in place the night before.
 - Dave inquired about the time, which was confirmed to be 12:30pm.
- The Youth Coalition is underway.
 - Community organizations have met to review what was and was not currently available.
 - Programming may begin as early as this summer or fall.
 - LPD is reviewing areas that could serve purpose as dual use for the Youth and regular activities.
 - The Foundation has expressed interest in possibly backing this initiative, but their main interest is the July 4th Celebration.
 - The Vault, in Clinton, has a mentorship program and has received as much as \$400,000 in community donations and sponsorships.
 - There have been some recent concerns about gang activities in Lincoln.
 - LPD is in the position to be proactive and fill a void in community needs.
 - Creating an effective program will require a lot of planning and coordination.
 - The Hospital, Lead Initiative, etc. are all interested in creating a collaboration to move forward on planning some non-school sport/ artistic alternatives for youth looking for more to do.
 - Dave stated that supervision is key and that the current youth are more challenging than when other entities have attempted to create a youth center previously.
 - Jennifer said that she feels LPD has created a safe environment for the youth, and that is apparent by how many youths (including previous summer staff) have been frequenting the facility after school and during the breaks/summer.
 - Becky stated that the program will only be open during scheduled days/times that supervision will be provided for a structured event.
 - Dave expressed his concern that those that choose to work for LPD are different than the youths that would most benefit from such a program.

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- Becky spoke about developing a youth leadership component of this program.
- Capital Improvements:
 - Solar Project:
 - Power Purchase Agreement was included in the Board's Packet.
 - The 3rd Party Purchaser has been removed from this version.
 - LPD has been advised to contact the entity with a Notice to dissolve the contract.
 - ◆ Dave questioned why that was necessary.
 - ◆ Becky explained that there was a contract between the 3rd Party and LPD.
 - Dave inquired if there was a termination clause in the original contract.
 - Becky verified that there was a fee associated with termination, but the Solar company is willing to absorb that cost to move forward without the 3rd Party.
- Legal Counsel:
 - Attorney Blinn Bates has officially recommended that LPD find another attorney if Bates & Woods is no longer meeting its requirements.
 - Becky did reach out to J.R. Glenn, as was requested by the Board previously, but no response has been received yet.
 - Mr. Bates also provided another recommendation, which has also been contacted, but there has been no response from that attorney yet either.
 - Moving forward on both the Solar Project and Special Recreation Agreement is stalled until LPD can obtain legal counsel to review all legal documents pertaining to them.
 - The Board has requested a copy of Clean Energy Design's offer to absorb any fees to terminate the contract with the 3rd Party.
- Capital Improvements (continued):
 - Ballroom Remodel & Extended Storage added to the Northeast corner of the Complex.
 - Farnsworth has quoted \$6,200 to create the design specs for both aspects of project.
 - Vern stated that he has requested a proposal to improve the Northeast parking lot, which will most likely need an engineer to design.
 - Angie reminded the Board that Capital Improvement Plans will have the full Bond Fund available in 2025 for expenses, since January 2024 is the final payment for the 2014 Debt Certificate, which paid for the 2014 pool project.
 - Don stated that he would like to see some cost estimates for the parking lot project and asked for a motion regarding Farnsworth's current proposal.
 - Dave Perring made the motion to accept Farnsworth & Associates' proposal of \$6,200 to obtain Ballroom and Storage plan development. Bob Thomas moved to second the motion, which then passed after a unanimous, roll-call vote.
 - Becky stated that the design may require a four-foot firewall between the existing structure and the addition, but it would be detailed in the plans.
- Lehn & Fink Park Improvement Project:
 - Becky provided a handout to the Board, which included color photos of the playground options to consider, with costs included.
 - Don stated his preference for the option that was \$5,000 more than the other because it looked like the better playground.
 - Bob inquired about the purpose of the warp wall, which Becky explained that kids run up it.
 - Becky explained that the original plan had the playground being installed where the baseball diamond is, but these two options can replace the existing playground leaving the diamond in place.
 - This plan also allows for later phases to add more to the park in the future.

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- Also, this allows LPD to use the original plans, just with the location changed and a few minor alterations to the walkway.
- The pathway will still meet ADA requirements and is estimated to cost around \$25,000 in addition to the playground cost and installation.
- Dave inquired about a pavilion being installed within the park.
- Becky explained that a pavilion could be added as an additional phase of development, but that one was not included in this proposal as the budget did not allow it.
- LCHS may be able to schedule providing the installation if it were scheduled later.
- Dave stated that he would prefer that the Board go and walk Lehn & Fink park and review the property prior to any action being taken.
- Becky offered a 3rd option to the Board:
 - Purchase/Install a new playground this year and apply for the OSLAD Grant to add more features, such as a pump track, pavilion, and bathrooms in another phase for 2024.
 - Don pondered the cost to request a new design to be created to keep the diamond.
 - Becky explained that the proposed playground is twice the size of the existing unit.
 - Bob asked Vern what maintenance entails for the diamond, and Vern responded that it would depend on if it was used for games or just practice.
 - Allison stated that she knew of maybe 1 team that asked about practicing there in 2022.
 - Angie explained that the YMCA used to use the field for their t-ball program but have changed their location to the John Kocka field out of preference to a bathroom being nearby instead of the previous port-a-potty option.
- Don asked the Board for their thoughts on spending money to improve the diamond.
- Laura stated that she thinks families would play on the new playground and use the diamond both if they were improved.
- Becky informed the Board that LPD was very close to being awarded an OSLAD grant, but the plan lacked a few implements that could have earned it a few extra points over other proposals.
 - Tod told Becky that it would be easy to add in a few more conservation areas to earn those extra points.
 - Don stated that he did not see the walking path getting used regularly by the public.
 - Becky explained that the grant considers if a proposal is inclusive of “multigenerational components” as well as recreational and conservation elements.
 - The current budget is not feasible to include a zip line, but that can always be added another year.
- Bob suggested holding a special meeting to view the park and discuss the matter before voting on it.
 - Don and Laura both stated that it would need to be in April to get the sale price.
 - It was agreed that a Special Meeting would be held on April 19th at 7:00pm in Lehn & Fink Park.
 - Angie would post the required Agenda.

OPERATIONS REPORT – VERN HASELEY

- Vern asked the Board if they wanted to pursue upgrading the lighting on the Legion Field. The Board decided to table the upgrade since there will likely not be a team this year to play on the field regularly.
- The new playground slide has been delivered and will be installed to replace the one broken last summer.

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- Memorial Park has a tree next to the Rotary Pavilion that needs to come down. Vern had pointed out the tree during the last park tour, and its condition has deteriorated over the past few years. Permission to contact a local company for removal was approved.
- Vern informed the Board that the pool opening work is going well. The refurbishment of the slide stairs is complete, and they will be reinstalled soon.

PROGRAM REPORT – ALLISON BAKER

- The Nerf war went well but was not as well attended as the previous year's event. R.P. Lumber donated nail aprons for the kids to use to hold their darts during battle.
- Ballroom Dance Class is full, with 10 couples participating.
- Dog Obedience ended, and the instructor said that he would be willing to teach another session if LPD wanted to offer it.
- Summer programs are planned, such as art, magic, tennis (possibly), nature camps, putting on a play and cheer clinic. We will be offering a new type of camp called Camp Invention, in which another company handles all the curriculum and Allison would direct the staff. Carroll Catholic offered it last summer and 30 students attended. There is a requirement for enrollment, but 10 have already signed up. Laura stated that she had just received the information about it from the school. The program includes a stipend for LPD to then pay instructors for the program.
- The Summer Program Guide was handed out during the Open House, which was a very busy event.
- Baseball/Softball/Tball program has 171 kids registered this year, which is more than the 147 last year, and almost to the pre-Covid number of 194 registrations. Allison gave a breakdown of the numbers per age group and then stated that she may need to schedule games for the 12U girls out of the Tremont league if they have no teams to play within it. The coach's meeting was held on the 11th when the teams were drafted. There was a rules meeting held for the Tremont league on April 2nd where there were some changes made, and overall, a very productive meeting. Allison stated that she had made some suggestions, which John had provided to her, and they had been received very well. The diamonds will be busy this year with all the Rec league games and practices, but also with the traveling teams. Allison has had a meeting with them to teach them about the new scheduling system. The Tremont scheduling meeting is set for April 23rd.
- Allison has been working with Brody to get the concession stands ready and teach him about ordering and operating the stands.

FITNESS MANAGER'S REPORT – JENNIFER PRATHER

- Group Fitness class attendance in March was 1,277 participants.
- Lincoln Memorial Hospital's CATCH classes are going well with consistent attendance numbers each week.
- Health & Wellness had 7 participants for April's session, which was about decluttering and organizing one's home. Next month will feature Dr. Frank Aduato, a local Chiropractor.
- Spring into Action was well attended this year with several new participants.
- Heather Ramey's Pound Class was full, and she is willing to teach another session.
- Balloons over 66 5K registration opened this week. Sponsorship money has been received.
- Active Agers' anniversary potluck lunch had 14 in attendance.

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- The first week of April offered another free week of group fitness classes, with around 230 participants in attendance.
- Most of the lifeguards have completed and turned in their employment paperwork already. We have 21 guards this summer.
- Beginning Spin® is being held on Sundays in April at 2:00pm. It is free for members or \$25 for non-members, 15 have registered, and 10 are non-members. Jennifer is considering offering the non-members a discount if they opt to purchase a full-year membership.
- Women on Weights was held on 2 dates each week: Sunday or Thursday, at different times and educating women on how to use the weight room equipment properly.
- May's promotion will be a Fitness Bingo, to promote trying new classes, and for the chance to win a group fitness class for the winner and friends.
- The last week of May will not have any group fitness classes so that staff can gear up for water fitness starting in June.
- Personal Training has picked up, a special was offered in April as a promotional offer. Jennifer currently has 4 active clients and potentially 3 more purchasing a package soon.
- Yoshukai Alliance (Karate) is offering a free Women's self defense class in May. Becky asked if there was an age limit, which Jennifer believed to be 15, but she may ask about youth participation. Dave stated that he believed that it was an important class to offer to the public.

POOL MANAGER'S REPORT – JENNIFER PRATHER

- Jennifer informed the Board that the guards completed their training at the Springfield pool.
- Pool parties are popular again this year. Already, 15 have been booked.
- Swim lessons have already received 55 registrations.
- Water Aerobics will be short 1 night, due to instructor availability. Jennifer opted to offer the public an evening lap swim instead, limited to adults for \$3 each night or their pool pass. Becky added that some gym patrons have commented about morning lap swim hours preventing them from attending.

CORRESPONDENCE: NONE

UNFINISHED BUSINESS:

- A. Capital Improvements:
 - 1. Solar Project: See Executive Director's Report.
 - 2. Ballroom Remodel Project: See Executive Director's Report.
 - 3. Lehn & Fink Improvement Project: See Executive Director's Report.
- B. HVAC repair:
 - 1. Vern informed the Board that the unit was serviced last week and checked the status, but there is still no explanation for what happened previously.
 - 2. Entec has offered a preventative maintenance agreement.
 - a. The cost is \$8,000 per year, excluding labor.
 - b. The Board agreed to decline the offer.
- C. Aquatic Center: See Supervisor of Operations' report.
- D. Annexation of LPD property into City Limits: Nothing new to report.
- E. Intergovernmental Agreement with Springfield Park District to levy a Special Recreation Tax in the future: Nothing new to report.
- F. Driving Range: 5 new mats have been purchased.

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NEW BUSINESS:

A. Efficiency Committee:

1. Becky explained that the state mandated its creation and included a handout for each Board member's review.
2. The Committee must be appointed by June 10, 2023, meet at least 3 times to prepare the required report within the 18-month timeline, and then will not be needed for 10 years, when a new committee will be convened.
3. The Board decided to table the discussion until the information could be reviewed.

B. Freedom of Information Act – Officer to be appointed:

1. Angie explained that she had sat in a webinar provided by the Attorney General on this topic and another discussing the Open Meetings Act.
2. LPD needs a certificate of completion on file for all sitting Board members and the Board can then appoint one to renew their certificate annually.
3. The Board decided to table the discussion until the next meeting.

C. Fireworks Contract with American Patriot Pyro – possible adjustment:

1. See the Executive Director's report regarding the adjustments proposed.
2. Laura Duffer made the motion to approve the increased price for the 2023 Fireworks contract with American Patriot Pyro, from \$15,000 to \$17,000. Dave Perring moved to second the motion, which then passed after a unanimous, roll-call vote.

Executive Session: Laura Duffer made the motion to enter into Executive Session to discuss an employee matter at 7:48 pm. Bob Thomas moved to second the motion, which then passed after a unanimous roll-call vote. The Board exited Executive Session at 8:28pm. Dave Perring made the motion to approve the wage increases as presented in the Executive Session. Laura Duffer moved to second the motion, which then passed after a unanimous, roll-call vote.

ADJOURNMENT: Seeing no further business, Laura Duffer moved to adjourn the meeting. Dave Perring moved to second the motion. The motion carried. Adjournment: 8:29 P.M.

NEXT MEETING: The next meeting will be held on Wednesday, May 10, 2023, at 6:00 P.M.

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MINUTES FROM THE SPECIAL MEETING HELD ON WEDNESDAY, APRIL 19TH, 2023 AT LEHN & FINK PARK, LOCATED ON THE CORNER OF PEKIN AND BEASON STREETS, LINCOLN, IL 6265 AT 7:00 PM.

CALL TO ORDER – At 7:00 PM, Don Peasley called to order the Lincoln Park District Board of Commissioners' special 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, and Angie Coombs. Allison Baker and Jennifer Prather were absent.

DISCUSSION: Lehn & Fink Park Improvement

Becky provided a copy of a handout detailing how the new playground could be installed in the same location as the existing unit. However, the new unit would be larger and require more land.

Bob inquired about the proximity to the road, which Becky stated that the blueprint still included the zip line, and the unit could be moved over since the zip line would not be included in the update.

Gary inquired as to the age of the existing structure, which Vern estimated to be around 15-17 years old. Vern also stated that none of the current structure could feasibly be repurposed except for the swing set's arches, which can easily be sandblasted and repainted. Angie reminded the Board that IPARKS offers an annual grant to replace the swing chains and other pieces of swing sets.

Becky explained to the Board that the design included a concrete perimeter with benches, which Vern stated would help contain the mulch and pointed out how the plastic borders were deteriorated in places.

John had recommended keeping the ball diamond, as some parents have mentioned transitioning away from the travel teams in favor of the Rec leagues, and there may be a need for an extra diamond soon.

Bob agreed that the diamond should be kept.

Gary pointed out that the Master Plan had recommended the removal of the diamond in its proposed upgrade plan, which is what the design started with. Then Gary asked if the lights were functional for field usage, which Vern verified that the electricity had been turned off years ago due to lack of use. Bob proposed turning on the lights seasonally, if needed.

Don inquired about the possibility of installing a pavilion like what was built on LPD grounds. Bob cited the proposal in hand, which estimated \$55,000 and approximately \$17,000 of that was for installation alone. Gary inquired if LCHS could be contracted to have their students construct the pavilion, which Becky stated that it is possible, but scheduling it would be the hard part. Gary then asked if the base would be lime/pea gravel like the ones at LPD or concrete. Bob and Dave both stated that they would prefer a concrete base for this park.

Laura queried the location, which was near a tree that looked to be half dead, and if the tree could be removed to improve the pavilion location. Becky and Vern stated that the tree could be removed, which would allow the pavilion to be installed closer to the playground.

Gary questioned if sails over the play area would be possible to offer more shade and possibly protect the equipment from extensive sun damage. Becky said that she would inquire about shade sail feasibility/necessity.

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Bob stated that the Board needed to improve the parks. Angie reminded the Board that the community survey, conducted as part of the Master Plan development, resulted in the public voting Lehn & Fink as the park needing the most improvement. The Board also replaced the playground in Club Exchange last fall, as it needed immediate repairs/replacement.

Bob asked about the possibility of simply adding to the existing structure at a lower cost than a whole new installation. Vern then walked around the current equipment showing areas that needed to be addressed and many were not an easy fix.

Vern pointed out the fence along the eastern side of the property, next to a house, explaining that the fence and a few feet on the other side were LPD property. The previous owners claimed to have an agreement with LPD, but the new owners are aware of the property line and fence discrepancies. The rear fence is on the property line and was installed by the City. Gary inquired about the barbed wire on the top of the fence, which Vern repeated was the City's installation and not LPD's choice.

Bob questioned the durability of concrete in comparison to asphalt. Vern explained that it costs about the same, but one is more up front upon installation and the other is cheaper up front but requires more upkeep over the years.

Becky asked the Board for their thoughts on improving the park in phases and applying for next year's OSLAD grant to do more next year to improve the park. For example, this year could just be replacing the playground with a path circumference around it and submitting to add a walking path around the entire property.

Dave asked if it would be cheaper just to add a few amenities and spruce up the diamond. Laura stated that the money has already been budgeted to improve the park, the Board just needs to decide what to do with the money.

Becky stated that the public has been pleased with proposed plans already shared and Laura agreed that the public would be thrilled to see a new playground and updated diamond.

Laura Duffer made the motion to approve the purchase and installation of the new pirate ship themed playground for the quoted sale price of \$109,990.00, excluding the zip line but including the walkway allowing ADA access (estimated to cost an additional \$25,000.00) for a total of \$134,999.00, with the caveat that a pavilion (estimated to cost an additional \$38,000.00) would be installed at a later date when LCHS Building Trades could be scheduled for the installation, Gary Nodine moved to second the motion, which then passed after a 4-1 vote, with Dave Perring voting No.

The conversation then moved to the ditch along Pekin Street. Vern stated that he had talked to Tracy Jackson about it when he worked for the City. Tracy told Vern that the ditch served no real purpose, that there was no real flow design, and that water would just stand stagnant in the ditch. It was suggested that LPD petition the City to improve the ditch by adding a curb for parking. Gary inquired where the water would go if not into the ditch, expressing his concern that it would cause the diamond to flood. Bob and Vern pointed out the sewer on the other side of the road. Vern suggested that he could get gravel to fill in the ditch and extend an area to allow some parking areas along that side of the road.

Becky also pointed out that the plan included a walking path, accommodating ADA requirements that the playground be accessible from both sides of the block, but would get clarification. Vern stated that the City only installed one path from one road to the new playground in Melrose park, not from all streets.

Seeing no further business, Laura Duffer moved to adjourn the meeting, motion passed.

Adjournment: 7:37 PM

Next Meeting: Wednesday, May 10, 2023, at 6:00 pm at the Lincoln Park District.