

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
AUGUST 9, 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 Vern Haseley, Allison Baker, Jennifer Prather, and Angie Coombs. Becky Strait was absent.

**VISITORS** – NONE

**MINUTES OF MEETING** – Minutes of the July 12, 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:

<b>GENERAL</b>	-	\$	<b>7,885.51</b>
<b>RECREATION</b>	-	\$	<b>20,375.64</b>
<b>LIABILITY</b>	-	\$	<b>61,417.00</b>
<b>CAPITAL IMP.</b>	-	\$	<b>121,655.64</b>

Gary inquired about the fees charged by Little Johnny’s, which Angie explained that the company had some technical issues in July and the bill was not issued. Therefore, this month’s check would be for 2 months’ service fees for the Port-a-Pot services at Memorial Park. Bob Thomas made the motion to approve Accounts Payable as presented, which was seconded by Laura Duffer, and passed after a unanimous, roll-call vote.

**CASH FLOW REPORT** – The following balances were reported as of July 31, 2023.

<b>GENERAL</b>	-	\$	<b>155,394.47</b>
<b>RECREATION</b>	-	\$	<b>156,832.73</b>
<b>CAPITAL IMPROVEMENT</b>	-	\$	<b>885,403.35</b>
<b>AUDIT</b>	-	\$	<b>9,647.58</b>
<b>LIABILITY</b>	-	\$	<b>102,706.54</b>
<b>2014 DEBT CERT.</b>	-	\$	<b>5,081.35</b>
<b>BOND FUND</b>	-	\$	<b>357,265.80</b>

Angie stated that the year has continued to go well financially and informed the Board that another PPR Tax payment had recently been received. A summary report is included in the packet for the Board’s review.

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
AUGUST 9, 2023**

**EXECUTIVE DIRECTOR – BECKY STRAIT (Summary presented by Angie)**

- A handout was provided for the Board's review:

➤ City Parks:

- Postville Park is scheduled to receive the new equipment in early September and Vern will be coordinating as Open Arms Church removes the existing structure.

➤ Events:

- The Balloons over 66 5K is August 26<sup>th</sup>.
- The Homecoming Parade is September 15<sup>th</sup>, and the Board is welcome to walk with LPD staff.
- CIVC Golf Outing is September 15<sup>th</sup>.

➤ Capital Improvements:

▪ Lehn & Fink Project:

- The playground ship date is 08/16/2023.
  - Angie pointed out that there are 2 checks listed in Accounts Payable; One is for the actual equipment, and the second is the cost of installation.
  - The first check for equipment will be mailed immediately, but the second check for the installation will be held until after the work is completed, which should be before the next meeting.
- Vern will be coordinating the removal of the existing equipment with Little Galilee and then prep the site for installation.
- The company that installs the new equipment will also be installing the border, as decided at the previous meeting.

▪ Club Exchange Park:

- Becky has continued to work on the OSLAD Grant application, which is due August 31<sup>st</sup>.
- There is an option to add a cool coating to the asphalt that would lower the temperature and prolong the life, which is commonly used in states like Arizona.
- Becky highlighted a reminder for the Special Meeting to be held Wednesday, August 23<sup>rd</sup> at 5:00pm.

▪ Ballroom Project: Further documentation was provided, and Vern will discuss later.

➤ Foundation Fundraiser for July 4<sup>th</sup> Celebration earned \$671.40; thank you for selling tickets.

➤ Solar Installation: Awaiting further details.

➤ Staff: 3 positions have been filled for the Fit Zone.

➤ Jen has been registered for the Midwest Mania event up in Chicago.

➤ Becky attended the "National Study of Playgrounds" webinar and included some information obtained during the webinar for the Board's review. She would like to discuss what was discussed at the next meeting.

➤ Fit Zone:

- Some equipment has been cleaned up and seats reupholstered.
- A few new accessories have been ordered, such as low-profile benches and a thruster bar for the weight room.
- Becky has been speaking with staff about what equipment upgrades need to be considered for the Circuit area soon.

➤ Angie reminded the Board that Becky had included the handouts for their review before the next meeting.

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
AUGUST 9, 2023**

**OPERATIONS REPORT – VERN HASELEY**

- Vern spoke with the Board about the Farnsworth proposal submitted, beginning with the desired addition. Dave questioned the estimated cost for a 60x60' addition. Vern explained that there were several zoning and code issues that were detailed by the architects in relation to this part of the proposal. Gary asked why the cost was so high, and Bob speculated that prevailing wage was partially responsible. Dave and Bob both speculated that material costs were still high after the pandemic, which could also be part of the issue. Vern stated that when the Shop was built, the exterior (base) materials were \$160,000 alone. Bob agreed that that price was fair as he had researched replacing a cow barn, with no sides, doors, or electrical connections, and that estimate came to around \$150,000. Vern stated that he would like to request a quote from FBI Buildings for the material costs. Gary asked why Farnsworth, to which Vern stated that there were architectural questions/reasons to use them for the Ballroom Remodel project and engineering issues for the parking lot improvement project.
- Regarding the Ballroom project, Farnsworth had provided a few renderings of their proposed upgrades. Vern explained that the existing floor was an issue because it contains asbestos, which is why installing either laminate or a pour-in-place option instead of removing and replacing it. The walls would be furred out with drywall. Gary asked if there was any known asbestos in the walls, to which Vern verified that there was not. Angie explained that in her research for the City Park topic, she read in the minutes where it was noted that the tiles contained asbestos as part of that construction project summary. Bob asked why the walls weren't simply painted and needed drywall, to which Vern explained that there was no insulation between the interior and exterior brick, and this would allow for some insulation. Jen stated that an upgrade would be nice, especially since the room has been rented for various functions a lot in the past year. Gary asked if there was a requirement to remove the asbestos, which Vern stated that it could be covered. Don stated that asbestos abatement would probably cost as much as the entire project was estimated. The existing beams allow for a new suspended ceiling, insulation, and an upgraded lighting system. Gary asked if there was still an issue with the roof leaking, to which Vern explained that there have been no further leaks detected after the completion of the most recent work done. Vern explained that new doors can be added to the design for approximately \$3,000.00, if the Board wants those upgraded as well. Gary asked about the storage areas on each side of the stage. Vern stated that options for that area were still to be discussed. Angie pointed out that the renderings show a stage in a different area, but the proposed stage would be a "floating" option, which means that it could be moved wherever desired. Dave asked how LPD was paying for the plans and renderings, which Angie verified that an invoice had not yet been issued. Angie did explain that Becky had expressed her wishes that the Board review the provided handout to discuss it in more detail at the next meeting.
- Solar Project: Vern verified that the project was still pending.
- Lehn & Fink Park Improvement Project: Vern did have a little difficulty coordinating the equipment removal with Little Galilee, but it will be done prior to the installation. Dave asked why LPD is removing it and replacing it if it is OK for another entity to then install it upon their property. Don stated that he did not think the broken pieces were fixable, and Vern verified that some replacement parts are difficult to source. Vern also verified that each entity that accepts and removes the old equipment signs a legal waiver to certify that they are aware and accepting it "as is". Gary requested clarification that LPD was not selling the equipment, which was verified. Dave questioned, again, why it was being

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
AUGUST 9, 2023**

replaced, to which Laura replied that the Board had voted to upgrade the playground. Bob stated that the church (in a different town) may have different code restrictions and/or requirements, which would allow for the acceptance of the old equipment. Which Vern explained was possibly the case, as they are accepting it "as is". Jen speculated that they may choose not to replace what is broken and leave a few gaps, but still be able to use the rest of the equipment. Gary queried if a penalty could be assessed if the old equipment is not out when the time comes to install the new equipment. Vern assured the Board that the site would be ready for installation regardless of who removed the old equipment.

- Club Exchange Park: Vern pulled up an image of the property for the Board's review. The house immediately next to (and on one side, slightly in front of part of) the park has a fence on the wrong side of the property line. The fence does not interfere with the proposed improvement project, but the Board needed to know about the discrepancy. Don stated that he thinks the fence should be removed from LPD property, and Gary agreed that there was a concern for liability should an accident occur. Bob asked if it was known how long the fence had been there, to which no one had an answer to that. The Board all agreed that the matter needs to be addressed. Dave inquired about a legal survey of the property. Vern has already contacted someone to conduct the survey. Vern also explained when the City installed the access road along the right side of the park, there is an easement on that side of the property, which consists of the steep side along the road.
- Aquatic Center: Vern reports that usage has been slow ever since the County Fair, and then questioned whether there is a definitive reason for keeping it open until Labor Day. Jen detailed that the current week was the last full week of the regular season's hours, and the remainder would be open to the public on the weekends fully, but only family night and lap swim was offered during the week. Gary asked if guards were required to be present during water aerobic classes, which Jen cited a State law for that requirement. Don suggested considering an earlier closing day next year. Vern also informed the Board that the new meter has allowed them to calculate that LPD uses around 150,000-160,000 gallons of water to keep the pool filled throughout the season. Bob inquired about possible leaks, but Vern contemplated that there was a possibility that a valve was not fully closed, which may have appeared to have been a leak.

**PROGRAM REPORT – ALLISON BAKER**

- July was a busy month.
- Nature Camp had 15 participants and Dennis arranged for the use of Creekside. Dennis requested not to be paid for his time, as he views it as a worthwhile partnership, and wanted to donate his services.
- Camp Innovation had 16 participants, 1 teacher, and Allison was her assistant. Supplies were delivered in a series of boxes that organized the activities efficiently. There is a lot of detail involved as the program is a lot like a STEM camp. The kids loved all the activities and the teacher, Courtney, would like to offer the camp next year. LPD will be paid a stipend from the Ohio company for hosting the camp.
- Cheer camp had 18 girls work with the Cheerleaders from LCHS to learn some basics and a cheer.
- Tanner and Riley will be working together to offer an Indoor Hockey clinic for 8-14 yr olds this fall.

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
AUGUST 9, 2023**

- Allison and Becky will be discussing this year's involvement with the Railsplitter Festival. Bob asked if there tends to be a lot of kids in attendance, to which Allison replied that there will be a lot of local activities the same weekend this year, so it is doubtful that many will attend. Last year was an all-day event, and it needs to be determined what LPD's participation will consist of this year.
- Adult Kickball's Championship game was delayed again due to weather.
- Teams have already been in contact with LPD about scheduling practice times on fields, Carroll Catholic's team is about to start, and all of that needs to be coordinated.
- Allison helped Jennifer get the space prepared for the Summer Crew Party.

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

- Group Fitness class attendance in July was 1,093 participants, which included 318 for Water Aerobic classes alone. Attendance is still higher than the past 2 years, even though there were 2 more classes offered per week. August has already had 216 participants.
- Jennifer has been tracking Water Aerobic attendance; 85 used their seasonal pool pass, 104 used their Strength/Circuit memberships, 91 utilized their insurance program access, and 28 paid the daily fee. Water Aerobics ended on July 31<sup>st</sup>.
- The September/ October Schedule is in the works as are a few Fall Program fliers.
- Health & Wellness class discussed cooking with fresh herbs where attendees made a dip, pizza, and sweet potato fries. Next month will feature Cindy Schempp to talk about organizing photos.
- Chris Thomas is teaching a new class called Circl, which started tonight, and focuses on mobility. 17 people have registered.
- The annual 5K medals and shirts have been ordered and other preparations are underway. So far, 31 people have registered, and Jen is busy coordinating volunteers for the event.

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

- Group swim lessons are done for the season and had 197 participants and 44 private sessions sold this year compared to last year's 188 group and 29 private sessions. The higher numbers sparked the conversation about creating a position called Swim Lesson Coordinator for next year. There was a lot of positive feedback and comparisons to programs offered by surrounding towns. Allison commented that the online registration made it easier for more people to sign up.
- A special "Adult Only" swim event is scheduled for August 10<sup>th</sup>, with Mark providing some trivia for entertainment. We are raffling off a private pool party, family pool pass, and circuit membership to raise funds for the Foundation, too.
- July's Family Fun day had a Halloween theme, which was different and went over well. August's theme is Circus, and there will be some games offered, with Brew 66 in attendance to sell some coffee and lemonade.
- The Summer Crew party was held last weekend. It was well attended, and the staff enjoyed the event. Angie cooked for everyone, and Val & Allison helped with the decorations.
- The Lincoln Women's Club invited Jen back to speak about the swim lesson scholarship program. They may be considering supporting LPD again next year. Don inquired about how many scholarship applicants this year, to which Jen replied that three had been submitted. Jen stated that she may suggest other programs that might benefit from their support and allow more members of the community to participate.

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
AUGUST 9, 2023**

**CORRESPONDENCE: NONE**

**UNFINISHED BUSINESS:**

A. Capital Improvements:

1. Solar Project: See Operation Supervisor's Report.
2. Lehn & Fink Improvement Project: See Operation Supervisor's Report.
3. Ballroom Remodel Project: See Operation Supervisor's Report.

B. Aquatic Center: See Operation Supervisor's Report.

C. City Parks: See Executive Director's handout.

Vern asked to speak to the Board about Memorial Park, even though it was not directly listed on the agenda. As previously discussed, a Certified Arborist was contacted to consult on an issue found concerning the trees in the park. Vern and Tony met with the specialist the previous week to diagnose the decline and death of the oak trees. There are signs of canker, borer & drought conditions, but there was no sign of oak tree wilt, which is a good thing because that spreads via the root systems. Basically, the specialist reported that the trees are old, running out of energy, and starting to naturally decline. The borer suspected of causing the damage is akin to the emerald ash borer and attacks the tree roots by clogging their feeding system, which then kills the tree. The specialist suggested that there were too many oak trees and that there needed to be more diversity. He even provided a list of trees that were native and would cohabitate well with the oak trees. Gary pointed out that this advice was the exact opposite of what the consultation with IDNR resulted in, with a general suggestion to make Memorial Park an Oak savannah. Vern stated that the specialist explained that the entire state is basically one big Oak savannah, and that there needs to be a little more diversity. Gary asked if removal of some was recommended, but Vern explained that they can be allowed to die out naturally and simply plan to replace them with other native species. Not all trees need the same nutrients to exist, therefore, diversity is a natural option. Some of the suggested trees included hickory, tulip, basswood, sugar maples and even ginkgo trees. Vern informed the Board that he had learned a lot in the 2 hours spent with the specialist and hopes to implement some of his recommendations. The plan is to find the tree saplings that LPD wants to keep and move them from behind the old pavilion to grow until they are ready to move to a more permanent location within the park. Gary stated that he didn't like that the 2 reports were contradictory, which makes it more difficult to create a plan. Dave remarked on the fact that Memorial Park has some rare growth of black oak trees and would like to see if those can be protected.

**NEW BUSINESS:**

A. Annual Insurance Renewal: IPARKS (2023-2024) \$61,417.00.

1. Angie pointed out that the invoice was listed as part of the Accounts Payable.
2. Also, it was timely that IPARKS had mailed a brochure of their services, which Angie had provided a copy for each Board member to review.
3. A 30-year plaque has been awarded to LPD in recognition of their partnership with IPARKS to serve the community.

B. Diamond Lighting upgrade:

1. Don suggested upgrading 1 field per year and starting a rotation.
2. Gary asked for the consideration of repurposing fields that are no longer being used.
  - a) Allison stated that there is no guarantee that Legion will have a 2024 team, nor if there will be any late games scheduled.

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
AUGUST 9, 2023**

- b) Vern stated that LCHS does sometimes use the field for a few of their games in the spring, but none typically last late enough to require lighting.
  - c) Dave asked if LCHS had just recently remodeled their baseball diamond to turf.
  - d) Gary stated that LCHS schedules Varsity games on their field and JV on the LPD field, which again probably won't need lights.
- 3. Vern recommended starting with Breezy.
  - 4. Allison suggested either Bronco or Breezy.
- C. Google Email Addresses:**
- 1. Angie explained that as of last August, Google started to charge a monthly fee for each email address used with the @lincolnparkdistrict.com domain.
  - 2. The first year was billed at a discounted rate, and the fees will double this fall.
  - 3. Angie asked if the Board would consider going away from using the emails issued with the @lincolnparkdistrict.com domain for something free like [LPD\\_commissioner\\_lastname@gmail.com](mailto:LPD_commissioner_lastname@gmail.com).
  - 4. Laura agreed that if all could be similar, that it would be beneficial to change.
  - 5. Angie explained that she and Becky had discussed keeping a few (less than 10) email addresses using the LPD domain, which the Board approved of.
  - 6. Angie will research comparable options available.

**Executive Session: NONE**

**ADJOURNMENT:** Seeing no further business, Gary Nodine moved to adjourn the meeting, Dave Perring moved to second the motion. The motion carried. Adjournment: 7:05 P.M.

**NEXT MEETING:** The next meeting will be held on Wednesday, September 13, 2023.