

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
FEBRUARY 14, 2024**

CALL TO ORDER – At 6:02 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, Gary Nodine, and Laura Duffer. Bob Thomas was absent. Attending from the Park District were Becky Strait, Vern Haseley, Allison Baker, and Jennifer Prather. Angie Coombs was absent.

MINUTES OF MEETING – Minutes of the January 10, 2024, 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.

VISITORS – NONE

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

GENERAL	-	\$	3,325.04
RECREATION	-	\$	5,686.94
CAPITAL IMP.	-	\$	41,551.45

Don inquired about the payment issued to Notto Technology & Consulting, LLC, which was explained to be for the installation of the new gateway to the wireless internet system. Gary questioned the expense listed for the attorney fees for Lehn & Fink Park. Becky explained that a letter to notify the adjacent homeowners had been drafted regarding the property boundary issue. Dave Perring made the motion to approve Accounts Payable as presented, which was seconded by Laura Duffer, and passed after a unanimous, roll-call vote.

EXECUTIVE DIRECTOR – BECKY STRAIT

- A Slideshow presentation was displayed:
- Intergovernmental Agreement (IGA) with the City of Lincoln:
 - Becky informed the Board she and Vern met with Walt and Ashley, from the City.
 - A few small changes have been requested.
 - Those have been added to the IGA and are highlighted.
 - Includes some minor changes and clarification on the Mayfair Park equipment, which the Park District had previously installed, and the City elected to keep when updating parks.
 - The Park District is considering donating the equipment to the City, which no longer requires LPD to be responsible for inspecting, insuring, or repairing this equipment.
 - If the City does not accept this, the other option would be to remove the equipment as was done in the other City parks.
 - Once we approve the IGA, it will go to the City Council for review/approval.
 - Gary questioned if our insurance is affected by removing Mayfair Park, but Becky was unable to verify since the bill has not yet arrived after the changes were submitted.
 - Dave inquired about what would happen if equipment were damaged while one party borrowed equipment from the other.

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- Vern believes that it is common sense that whoever is in possession of the equipment at the time it breaks would see to repairs.
- Even though this is not included in the IGA but could be detailed, things happen even when operating in good faith and a contingency should be added.
- Becky and Vern will work on the verbiage to add this in.
- Laura Duffer made a motion to approve the presented Intergovernmental Agreement with the City of Lincoln regarding the city parks, with the caveat of adding the verbiage pertaining to equipment breaking while on loan from the other party and sending it to the City Council.
- Gary Nodine moved to second the motion, which then passed after a unanimous, roll-call vote.
- Events:
 - Current and upcoming include: Coed Volleyball League, Valentine's, Family Game Night, Summer Crew Job Fair, Leap Day, John Welsh Tournament, Easter Activities, and Open House.
 - Don queried if the Health Fair is still offered to the public, but Becky verified that LPD has not hosted one in a few years.
 - Jennifer mentioned that Jennifer Keith developed a GRIT program to replace the LMH health fair that never took off due to COVID.
 - It was stated that LPD hosting this large event previously always brought people into the facility and that it would be considered to bring the event back to LPD.
 - Vern requested that weather be considered when scheduling, as snow removal was occasionally necessary and weather would sometimes be a factor in previous attendance records, and the goal is to highlight the facility to new people.
 - Jennifer will reach out to Jennifer Keith to inquire about possibly hosting in the future.
- Staff:
 - Vern and the maintenance crew worked hard to install the new Complex lighting system, which increased the facility lumens from 10 to over 30 lumens. Becky thanked Vern for the work done and he reminded the Board that the new lights were more energy efficient.
 - A new trailer has been purchased to help relieve storage congestion and will be used to effectively house and transport games to be used during the 3rd Friday events, which will avoid the hassle of loading/unloading each time then dealing with disorganization that ensues when everyone is tired at the end of the long day. It also creates the potential for future pop-up game days in the parks.
- Pool Concession Repairs:
 - Otto Baum completed pool concession repairs and LPD received credit for a portion of the invoice because they were able to reuse siding instead of needing to replace it as initially thought and accommodated for in the proposal.
- Ballroom Remodel:
 - Becky reported that the pre-bid meeting was held on February 6th and the bids are set to close on February 20th.
 - The contractors questioned the possibility of asbestos upon their inspection of the ceiling tiles and upper acoustic tiles.
 - Asbestos testing is scheduled for tomorrow to determine if the materials in question are hazardous or not.
 - Farnsworth requested that the bidders divide out that part of the demo and provide a second quote for the portion that might require asbestos abatement.

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- The present contractors also expressed concerns about the desired timetable for the project and possible complications meeting deadlines, and Becky explained that attempting to schedule a time frame to keep blocked off from room rentals to allow for the remodel is challenging to coordinate.
- Gary inquired about budgeting for the potential added expense of asbestos abatement and stated that just discovering the issue and not having the pertinent information makes this feel like another unfunded mandate.
- Solar Installation:
 - Becky informed the Board that the installation is underway and nearing the completion of the panel installation portion.
 - Vern stated that he spoke with the installers that day and they believe all the panels will be up within the next two (2) days.
 - Dave asked if there is a guarantee on the roof if it starts to leak because of the installation.
 - Vern stated that per Ryan Benson, of The Garland Roofing Company, we do.
 - The installers advised Vern to call them directly if we have a leak and they will come to remove panels so that the leak can be investigated, but they have never seen a leak with this clamping system.
- Boundary Issues:
 - Becky informed the Board that LPD's legal counsel is drafting a letter pertaining to Lehn & Fink Park. An invoice has been received, but no letter to date.
 - Becky verified that Chad McFadden, adjacent neighbor to Exchange Club Park, has been contacted and she was awaiting his response.
- Frontier/Verizon:
 - Becky informed the Board that she is researching options for new phones and how the existing equipment contract will be affected since it will become obsolete.
 - A new phone system via Lincolnland Communications would save money going forward if we opted to go with the system proposed, but more research is needed.
- Membership Prices:
 - Becky provided a breakdown of the proposed 6% increase to review.
 - Becky pointed out a few fees marked to signify that, when broken down monthly, it would be more beneficial to purchase the monthly membership.
 - Otherwise, LPD still offers the public the best gym membership rates in the area when broken down monthly and in comparison, as for the daily fee and the number of visits it would take to recoup the annual fee.
 - Becky reminded the Board for the reason, which is due to the increase in minimum wage and overhead costs rising.
 - Jennifer commented that LPD will benefit from not having to cut hours to stay below the minimum hours listed in the new State mandate for paid time off, as other businesses and organizations have had to consider eliminating the paid time off requirement.
 - Don queried how LPD is exempt from this State mandate.
 - Becky and Jennifer explained that Park Districts were specifically exempt from the mandate.
 - Laura Duffer made the motion to approve the price increases as presented.
 - Gary Nodine moved to second the motion, which then passed after a unanimous, roll-call vote.

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➤ Landscaping:

- The Fit Zone entrance needs to be relandscaped.
- By Design Landscaping, the company that was contracted to complete the Front Entrance work, submitted a plan and a quote.
- The Board acknowledged the submission but requested more quotes for consideration.
- Bee's Landscaping was suggested as a local option.
- Vern asked that the islands be considered at a later stage and there was some discussion about the necessity of including the islands in the plan or requesting itemized quotes for comparison.
- Dave stated that he will research another company to offer a third option to consider.

➤ Lehn & Fink Park:

- Becky reminded the Board that the Playground Installation was budgeted for in 2023 and the Board had opted to budget for more improvements in 2024.
- The recommendations were for a concrete pathway, small shelter construction, site furnishings, and a permanent 9-Square in the Air Game.
- Gary questioned if a large pavilion was needed or if a smaller one would suffice.
- It was proposed that a larger pavilion would be more beneficial in Memorial Park, which Dave agreed that the current shelters need maintenance.
 - Vern suggested changing the location of the pavilion in Memorial Park when it is replaced.
 - Which the new site is chosen, the Board must take into consideration where Edward's Trace runs through the park, which is to be avoided.
- Becky will get more pricing information for different sized shelters.
- Vern believes that FBI, Morton, or Ragland does these as well and could be considered, as they may even have less expensive options.

➤ Exchange Club Park:

- Unfortunately, LPD was not awarded an OSLAD grant this year, but there is still \$175,000 budgeted to improve the park features.
- Recommended upgrades include a full basketball court, sand volleyball court, a fence to surround the courts, a concrete pathway, and a small shelter construction.
 - Dave stated that he would not install a sand court in this park nor has he heard of a request for one, and doesn't think one would be desirable for the community.
 - Laura stated that she has received requests for one every year.
 - Dave opined that the asbestos abatement and parking lots are higher priorities.
 - Laura pointed out that monies have already been allocated, per a Board vote, to upgrade this park in 2024.
- Gary questioned voting on a matter without prices and Laura stated that Becky needs to know the new direction to proceed in since there is no OSLAD grant.
- Gary Nodine made the motion to proceed in pricing the upgrade recommendations listed previously, to be voted on after the price list was reviewed at a subsequent meeting.
- Dave Perring moved to second the motion, which then passed after a unanimous, roll-call vote.

➤ North Parking Lot Improvement:

- Becky recommended that the Board begin the engineering process for the work to be completed within the year 2025.
- The Engineering fees were estimated to cost approximately \$30,000 alone, and the sooner the project can begin the planning portion, the sooner the work can begin in 2025.
- Gary inquired if the High School had been contacted about the possibility of contributing to the cost of the project since they use it more.

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- Becky stated that the Board had decided, after some discussion, that LPD would finance the project to avoid the potential stake in ownership if funds were solicited from LCHS.
- It was also discussed that LPD may consider developing a means to collect fees for LCHS' usage of the lot, but Becky has not yet had a chance to discuss the matter in person, but rather had emailed Mr. Stricklin to begin the discussion.
- Laura inquired as to whether LPD has the ability to tow cars, if deemed necessary, which Becky verified that it would be within LPD's right to stipulate.
- Gary Nodine made the motion to move forward with the engineering work required for Farnsworth do start on the parking lot design.
- Dave Perring moved to second the motion, which then passed after a unanimous, roll-call vote.
- Future OSLAD Grant Opportunities:
 - Becky asked the Board to consider applying for an OSLAD Grant in 2025 for adding a large shelter construction, asphalt path addition, parking construction, disc golf course, and an additional playground features at Memorial Park
 - Becky proposed then moving back to make additional improvements at Exchange Club Park in 2027, including a pump track in the unused northeast corner and an expanded concrete path that would create a loop.
- Efficiency Committee:
 - Becky reminded the Board that a meeting was scheduled for March 13th, at 5:00 p.m., which directly proceeds next month's regular meeting.
 - Becky verified with both Sam and Aimee, and they are both able to attend.
 - Don asked for reminders to be sent to the Board.
 - Laura stated that she would not be able to attend the earlier meeting.

PROGRAM REPORT – ALLISON BAKER

- The Valentines Vibe Event was February 9th and 23 kids attended. The kids made crafts, decorated cookies, and made valentines to take home as well as extra for nursing homes. Pizza and snacks were provided, and the kids enjoyed themselves. Valerie and a few of the summer crew helped Allison run the event. It was easy and they were able to use decorations and craft supplies from existing stock.
- Dog Obedience starts in March and will be held every Sunday afternoon. Last year, the class was capped at 12 participants, but this year the class filled up to 12 on the first day of registration. Mike Bieser approved extending the limit to 16 this year.
- Allison is planning a new, different event for Easter, which will focus on an older group of kids, especially since there are so many egg hunts for the little kids in the County. A Flashlight Egg Hunt will be held on March 16th, and will have a section for 8-12 years and another for 13–17-year-olds. It will be something different and fun, and another free event for the community. Also, in an effort to get the public out to our parks, we will be advertising that we will be hiding 5 large eggs at each park the week before Easter, which needs to be returned to LPD to get a prize.
- Jr. Rainers ended a few weeks ago. Sam White, the Supervisor, sent in his feedback on the season and deemed it a success. There have been a lot of comments from parents stating that they had a good season and enjoyed the program.
- Baseball/Softball/TeeBall registration starts at the end of February and the Splitters have already scheduled a few games on our fields.

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- The Friday evening Pickleball league is going well, and everyone enjoys the new night and format.
- Registration for the Men's Basketball League is open and, so far, 2 teams have picked up their packets. The program has been shared on social media at least 40 times.
- Allison has been working on the Spring/Summer Program Guide with the hope to start disbursing it in March.
- Summer Job Fair is scheduled for the following Monday and we have already received applications.
- The John Welsh Tournament is scheduled for next weekend, so the facility will be busy. Gary asked what LPD's responsibilities are for the event. It was explained that LJHS schedules a representative to supervise the event at each location, and this year, Donnie Aielts will be on site for the weekend. Allison explained that she was planning for commonly asked questions at the desk and informed the Board that staff always receive compliments about the facility from the visitors.

FITNESS MANAGER'S REPORT – JENNIFER PRATHER

- Group Fitness class attendance in January was 994, which was less than last year, but there was some bad weather. The free week had 278 people attend classes.
- The Health & Wellness event was card making, with 6 in attendance.
- Jennifer hosted a meet and greet event to see if people qualified for a membership via their health insurance programs. Out of the 4 that attended, 3 were new.
- Mark's Beginning Yoga course is full, with 15 registered, and 4 paid the non-member fee.
- Amanda has recently been certified to teach Yoga, so we have 3 classes available each week for the public to attend.
- The membership drive for February is going well, many of the new patrons are getting tours.
- Allison and Jennifer met with 9 people at the most recent Meet and Mingle.
- So far, 6 group fitness attendees have turned in their punch cards, having met the 20-class requirement.
- Patrons are actively participating in both the Wellness Walk and Spin® Challenge, with at least 12 participants tracking their miles.
- LPD will be offering an extra class on Leap Day for free. There will also be a special that day where admittance to the facility will be free for everyone. Members will have their own perk for the day, with a "Members-Only" Lounge open 3 different times stocked with beverages, snacks, and a chance to win a prize.
- Spring into Action will be a program in March, so far 6 people have registered. Amanda and Jennifer will be the instructors.
- Jennifer is offering a t-shirt fundraiser to promote the year's theme, which will have the W*O*R*K*O*U*T (Friends theme) logo on the front.
- Personal Training packages will have a special where patrons can get a free session with every package purchased.
- Instructors have been volunteering to teach the extra classes for the program and a few have stepped up to teach water fitness.
- Jennifer has an audition scheduled next week for a new potential instructor.
- Reggie has been prompt and on top of maintaining equipment repairs, as well as has done a great job with reorganizing the tennis closet storage.
- Gary inquired about the free week and if it brought in any new members. Jennifer clarified that it was a mixture of current patrons and new people.

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OPERATIONS REPORT – VERN HASELEY

- Vern reported that the backwash valves have been rebuilt. The stainless-steel rods that fly back and forth had deteriorated badly.

CORRESPONDENCE: NONE

UNFINISHED BUSINESS:

- A. Capital Improvements:
 - 1. Club Exchange Park Improvement Project / OSLAD Grant: See Executive Director's Report.
 - 2. Ballroom Remodel/Cold Storage Project: See Executive Director's Report.
 - 3. Solar Project: See Executive Director's Report.
- B. Aquatic Center: See Operation Supervisor's Report.
- C. City Parks: See Executive Director's Report.
- D. Boundary Issues: See Executive Director's Report.
- E. Authorization of sale/conveyance of Park District Property:
 - 1. Voting on the Ordinance is tabled until the next meeting.
 - 2. The Road Grader needs to be sold; cost estimated at \$500-600.
 - a. It is no longer needed.
 - b. Vern reported that Mike Maske has shown interest.
 - c. Dave Perring made the motion to approve the sale of the road grader for the price range of \$500-600.
 - d. Laura Duffer moved to second the motion, which then passed after a unanimous, roll-call vote.
- F. Fit Zone Landscaping: See Executive Director's Report.

NEW BUSINESS:

- A. 2024 Price list for memberships and daily fees: See Executive Director's Report.
- B. Closure of 2014 Debt Certificate account, move balance to Capital Improvement Fund, allocated for new Top Dresser:
 - 1. Laura Duffer made the motion to close the 2014 Debt Certificate Fund, with the balance to be transferred to the Capital Improvement Fund and allocated for the purchase of the new Top Dresser.
 - 2. Gary Nodine moved to second the motion, which then passed after a unanimous, roll-call vote.
- C. Efficiency Committee: See Executive Director's Report.

Executive Session: Employee Matter

At 7:41 p.m. Laura Duffer made the motion to enter Executive Session to discuss an employee matter. Gary Nodine moved to second the motion, which then passed after a unanimous, roll-call vote. The Board exited Executive Session at 8:06 p.m. Laura Duffer made the motion to approve the pay raise for added responsibility/duties of a current employee. Dave Perring 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. Gary Nodine moved to second the motion. Motion carried. Adjournment: 8:07 P.M.

NEXT MEETING: The next meeting will be held on Wednesday, March 13, 2024.