

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
MAY 8, 2024**

**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, Gary Nodine, Bob Thomas, and Laura Duffer. 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

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

<b>GENERAL</b>	-	\$	<b>1,588.49</b>
<b>RECREATION</b>	-	\$	<b>12,299.60</b>
<b>CAPITAL IMP.</b>	-	\$	<b>7,413.21</b>

Don asked if there were any questions about expenses listed in the report. Laura Duffer made the motion to approve Accounts Payable as presented, which was seconded by Gary Nodine, and passed after a unanimous, roll-call vote.

Angie pointed out that the minutes had been accidentally skipped.

**MINUTES OF MEETING** – Minutes of the April 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.

**CASH FLOW** –

Angie stated that business was good as summer program registration was in full swing.

**EXECUTIVE DIRECTOR – BECKY STRAIT**

- A Slideshow presentation was displayed:
- Becky informed the Board that the previous month had been busy planning, coordinating, and promoting the Park District and its many summer projects and programs.
- Becky explained that the local Boy Scout Troop had recently used Memorial Park for their overnight camping event.
- City Parks / Intergovernmental Agreement (IGA) with the City of Lincoln:
  - Becky informed the Board that the IGA has been signed.
    - The City only added each park’s owner and street address to the document.
    - Both parties agreed to remove the maintenance portion pertaining to use of each other’s equipment and the related liability.
  - The City notified Becky of a planned ribbon cutting at Mayfair’s Allison Park and their intent to use the last of the COVID funds to install a small playground at the 8<sup>th</sup> Street site.
- Third Fridays begins on May 17<sup>th</sup>.

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- The Aquatic Center is scheduled to open on Memorial Day.
- John Young has coordinated a Swing Dance Fundraiser on June 1<sup>st</sup> in the Ballroom.
  - He had another event planned, and something fell through on the location's end.
  - He requested LPD's Ballroom to change gears and still do a fundraiser in lieu of the other swing dance event for which he had already booked a band.
- North Parking Lot Project:
  - Becky and Vern met with Farnsworth staff to review the preliminary designs and a follow-up meeting is scheduled for Thursday.
  - Lighting was not included in the original designs nor proposal.
    - Including a plan for lighting would add \$6,000 to the design fees.
    - Don pointed out that the lot has existed for several years without additional lighting.
    - Gary asked if the only current lighting was provided by the fixtures on the side of the complex, which Vern verified to be correct, but insufficient for that area.
    - Dave asked for clarification that the \$6,000 just for the engineering to include electrical plans in the parking lot project, which Becky verified.
  - Becky stated that the Board can also choose to add lighting later with another contractor, but the cost would likely be over \$25,000.
  - Dave asked if adding lighting would be necessary, to which Becky replied that large events do require the north lot to be used, which then presents some danger without lights.
    - Becky and Vern relayed that there have been some complaints previously about the lack of lighting, and the project is the opportunity to rectify the issue.
    - Becky also explained that it would be more costly to retrofit lighting into the design after the fact instead of including it in the current project.
    - Vern suggested simply running the wiring as part of the project and adding lights later like the lights in the south diamond lighting, concrete tubes with poles.
  - Gary pointed out that he rarely sees cars parked in the north lot, as most patrons use the newer Fit Zone lot.
  - Vern suggested adding the engineering and installing the wiring, and then considering adding the light pole later since there is no current estimate on lighting.
  - Becky informed the Board that the current budget does have around \$30,000-40,000 left in the "lighting upgrade" line item.
  - Laura and Gary both stated that they felt the engineering for the lighting should be added to the current project, as the cost will likely increase if the decision is delayed.
    - Gary Nodine made the motion to add the \$6,000 engineering fee to include lighting plans to the north parking lot project and reevaluate the lighting plan later.
    - Bob Thomas moved to second the motion, which then passed after a unanimous, roll-call vote.
- Ballroom Remodel: Project is still on track to start June 3<sup>rd</sup>.
- Aquatic Center/Grassy Area:
  - Becky inquired about turf and received 2 quotes, which both came in around \$65,000 for approximately 4,500 square feet.
  - The consensus is that turf would not be a viable option.
- Boundary Issues:
  - Becky informed the Board that she had received a tentative lease agreement regarding Lehn & Fink Park but has not heard anything from the homeowner after attempting to contact them.
  - The next step would be to send a certified letter and copy of the lease to the neighbor.

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- Park Improvements:
  - Becky relayed that the NuToys equipment order is 5-6 weeks out before delivery.
  - Memorial Park Road Project:
    - Becky and Vern met with another engineering firm to discuss road improvements.
    - There will be a proposal submitted with estimates included for a few options available.
- Staff:
  - Amy Bramwell was hired as the Pool Manager.
    - She is a local substitute teacher, with a military background.
    - She has already begun training.
  - Elizabeth Parrott will be returning to work as the weekend Pool Manager and may pick up some other hours, as her schedule allows.
  - The summer crew has been hired and some will also staff events at the Front Office.
  - Jaylee will be working part-time to help staff the Front Office and help Angie with deposits over the summer.
    - Laura inquired about the number of hours that Jaylee will be working, which Becky verified that the number would vary depending on the events scheduled.
    - Becky explained that Val, Allison, Angie and even herself have been flexing hours to help cover the events in the evenings and during the weekends.
- New Circuit Equipment:
  - Originally scheduled to be delivered and installed at the beginning of June.
  - Delayed until mid-July; vendor stated that a government contract took precedence earlier in the year, which set back all other orders.
- Foundation:
  - The Foundation Board has been meeting to discuss fundraising opportunities.
  - An intern is helping with FaceBook marketing.
- July 4<sup>th</sup> Celebrations:
  - The Fireworks contract is in place.
- The City Council voted to contribute \$5,000 to fund the show this year.

**OPERATIONS REPORT – VERN HASELEY**

- Scotty Battin has returned for the summer and already started mowing, but Alexander Hoffert is new and will be starting shortly.
- Both John Andrews and Dave Perring have helped with mowing and keeping the grounds looking nice in the interim.
- Memorial Park had a dead tree which was taken down, only for us to find that the canopy was burned and appears to have been struck by lightning during a storm. The tree next to it was discovered to also have been affected by the storm's damage and has started to lose large limbs. Don and Dave stated that it just needs to be taken down for safety reasons. Vern also reported that a large tree at the front of the park needs a large limb removed, also for safety reasons. Vern informed the Board that he had spoken to Jason Mauhar, of By Design Landscaping, about a plan to diversify the trees within Memorial Park. Dave pointed out that Memorial Park is known for the longevity and rarity of the age/number of black oak trees.

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**PROGRAM REPORT – ALLISON BAKER**

- Registration for summer programs is going well. Art Camp has 13 registered so far, and a few more registrations for Cheer and Theater camp are coming in.
- Baseball, Softball, and Tee ball is scheduled to begin May 13th. Everyone is practicing, and the schedules are set, shirts were picked up that morning, and concessions are fully stocked and ready to go. Allison hopes to have the diamond stands open for a half day this weekend for the Splitters tournament.
- The Concession staff have their schedule through June, but the new scheduling app is a learning curve for everyone. Staff have had some basic training and will go through more in-depth training next week.

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

- Group Fitness class attendance in April was 1,029, which is up to pre-COVID numbers. It was a bit of a challenge, as we had some staff illness to work around, but everyone worked together to fill in where needed.
- The Health & Wellness event had 5 in attendance and featured Physical Therapy from LMH.
- Allison and Jennifer met with 8 people at the most recent Meet and Mingle, and water fitness was the popular topic of discussion. A past member saw the post and drove up to visit with everyone, which was a nice surprise.
- Cinco de Mayo (5<sup>th</sup> of May) had some special classes offered.
- June will offer a Solid Strength class that meets 3 times a week for 4 weeks.
- Rachael will be teaching Zumba® Kids this summer.
- Jody will offer a beginning Spin® Class.
- Jennifer has decided to offer a Personal Training special, which includes an 8 pack of sessions to be used over the course of 2 months.
- This summer is the Olympic Summer so she will be coordinating a mini triathlon.

**AQUATIC CENTER REPORT – JENNIFER PRATHER**

- The summer crew is hired and scheduled for training later this month.
- As of the April 6<sup>th</sup> Open House, swim lessons and pool passes were available for sale. So far, 18 sessions of private lessons have been purchased and almost all the weekend pool parties have been booked. Social Media has helped market everything.
- Lifeguard training is scheduled, even to include guard certification for the Elks.
- Jennifer reached out to inquire about the delivery date for the deck chairs on May 1<sup>st</sup> and was told it was scheduled for 2 weeks, which is May 15<sup>th</sup>.

**CORRESPONDENCE: NONE**

**UNFINISHED BUSINESS:**

A. Capital Improvements:

1. Park Improvement Projects: See Executive Director’s Report.
2. Ballroom Remodel/Cold Storage Project: See Executive Director’s Report.
3. Solar Project: Anticipating the June Connection date.

B. Aquatic Center:

1. Scheduled to open Memorial Day.
2. Tony will begin filling the vessels tomorrow.
3. The plunge pool (bottom of slide) will need to be repainted at the end of the season.

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- 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. Becky apologized for not updating the changes to the list, but a trailer will need to be listed for sale.
  - 2. Vern will explain the details as part of the requested purchase of a new trailer under new business.

**NEW BUSINESS:**

- A. North Parking Lot Lighting: See Executive Director's Report.
- B. Equipment Trailer: Trade in 16-foot for a 22-foot trailer.
  - 1. Vern explained that the current trailer does accommodate the new mowers, but it is a very tight fit due to the deck design compared to the older models previously used.
  - 2. Vern has looked at options available and the 22-foot trailer costs \$7,600.00.
  - 3. As part of the inquiry, the current trailer has an estimated trade-in value of \$3,750.00.
  - 4. Dave Perring moved to approve the 16-foot trailer be traded-in for \$3,750.00 towards the purchase of the \$7,600.00 22-foot trailer.
  - 5. Laura Duffer moved to second the motion, which then passed after a unanimous, roll-call vote.

**Continued Executive Session:** At 6:48 P.M., Laura Duffer made the motion to enter Executive Session to discuss summer staff wages, which was seconded by Dave Perring. Executive Session ended at 7:29 PM requiring a vote. Bob Thomas made the motion to approve the summer staff wages as discussed. Gary Nodine moved to second the motion, which then passed after a unanimous, roll-call vote.

**ADJOURNMENT:** Seeing no further business, Gary Nodine moved to adjourn the meeting. Bob Thomas moved to second the motion. Motion carried. Adjournment: 7:31 P.M.

**NEXT MEETING:** The next meeting will be held on Wednesday, June 12, 2024.