

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
SEPTEMBER 11, 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, Gary Nodine and Dave Perring. Laura Duffer arrived at 6:31 PM and Bob Thomas was absent. Attending from the Park District were Becky Strait, Vern Haseley, Allison Baker and Angie Coombs. Jennifer Prather was absent.

**MINUTES OF MEETING** – Minutes of the August 14, 2024, meeting were presented. Don asked if there were any questions, comments, or suggested amendments. Gary Nodine 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.

**VISITORS** –

Kevin Wills, Bernardi Securities, Inc.

Mr. Wills greeted the Board and passed out a handout prepared by Bernardi Securities, Inc. with details surrounding the annual bond issue regarding the current financial market and local tax base information. He explained to the Board that the rates were expected to be a little lower than last year and directed them to the charts in the handout which showed the market trends. Page 4's charts documented both 10-year and 2-year periods to show the benchmark used to track rates when issuing bonds. The 2-year chart showed the rates at last December were between 4.5 and 5%, and that the current rate is just below 4%. 2023 was the first year that Bernardi Securities, Inc. was contracted to sell LPD's Bonds, and the Board voted to sell \$150,000 taxable and \$600,000 for Capital Improvement projects, for a total bond issuance of \$770,000. The payment for the 2023 Bond Issuance is due the first of December and will be paid with real estate tax funds received this fall. This year, the plan is to follow the same process. The public hearing prior to the adoption of the ordinance will be held in October, with the vote in November. The bonds will be sold in early December, closed mid-December, so that the funds can be deposited shortly thereafter. Pages 6 & 7 detailed the Park District's debt capacity to be approximately \$1,000,000, but the PTEL limit restricts the levy to max out at \$830,000, which is up \$27,000 from last year. Annual growth is the lesser of either the CPI or 5% values. The bond issuance will be approximately \$800,000, which will allow \$27-30,000 for interest and fees. Gary questioned who purchased the bonds for 2023, which Kevin explained that United Community Bank's bid was accepted. Dave and Don both pointed out that there was a branch locally. Becky informed the Board that on this night's agenda, the Board would need to decide if Bernardi Securities, Inc. would be contracted for this year's Bond Issuance process. Gary Nodine made the motion to contract with Bernardi Securities, Inc. for the annual bond issuance. Dave Perring moved to second the motion, which then passed after a unanimous, roll-call vote.

Becky explained to the Board that she had contacted Kevin prior to this meeting to discuss with him some options that she and Angie had researched regarding funding for the North Parking Lot Project. In the August meeting, the Board had questions and expressed concerns about doing the project in phases, along with the possibility of doing it all in one phase. Vern and Becky spoke with Farnsworth to inquire about some of the issues brought up and they explained that reordering the phases was not feasible. Vern also brought up the point that breaking the project up into phases would cost more over the long run, as it would require multiple fees for mobilization. Farnsworth verified that restructuring the project to only one

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
SEPTEMBER 11, 2024**

phase could reduce the mobilization fees by almost \$100,000. Also, Farnsworth had received some more information, which then changed their original estimate from an overall \$1,200,000 down to around \$1,050,000; and the lower number still included the 25% contingency. Becky explained that the overall cost may be as low as \$750,000, but there is no definite number to provide until after the bid process is complete. Now that the 2014 Debt Certificate has been paid off, the entire non-taxable bond proceeds can be allocated for most of the parking lot project, should the Board choose. Becky and Angie researched within the Park District Law Handbook for financial options available for large capital projects outside of the annual bond issuance. Two options were listed, and Becky reached out to Kevin, knowing that a meeting was already scheduled with him to discuss the annual bond issuance. Becky explained the research efforts and asked if he would be able to investigate the two options and be prepared to discuss them at the meeting. Kevin verified that the Board does have two viable options: a promissory note with a local financial institution or a Debt Certificate. The main difference between the two options is the terms. Promissory Notes require repayment within 2 years, but Debt Certificates allow the term to be extended out to 10-20 years. Kevin explained that he had consulted the legal counsel contracted for the annual bond issuance, and he saw no issues with either option available. From their review, LPD could easily allocate roughly 500,000 from the 2024 Bond issuance funds received to pay part of the Parking Lot Project cost and obtain a promissory note for another \$400-500,000 for the balance, which would be repaid within the next 2 years. Dave inquired about the interest rates for those options, which Kevin explained that it would be relatively the same as the bond issuance rate. Becky explained that these options would be a non-referendum option, and there is no requirement for a public hearing. Kevin verified that there are no restrictions or requirements for public hearings for simple cash flow borrowing. Gary inquired if a promissory note would be the better option, and Kevin expressed he did feel it would be if the Board felt comfortable in repaying the balance within the 2-year period, which he felt was feasible. Dave asked if the term length was negotiable if the decision was to go the route of a Debt Certificate. Kevin verified that it was, but for such a small amount, would not necessarily be as feasible, since there would be more fees attached compared to a promissory note. Kevin explained that legal counsel would be available to help prepare the documents for either option, and allow for the Board to negotiate terms with the bank as needed. Becky stated that both options are common practice for Park Districts and Kevin agreed, following up that completing the project in one phase is possible and that he was in favor of the promissory note option, as it would avoid locking up funds for a longer period than necessary. Dave asked if the rates were anticipated to lower further, which Kevin verified that there is an anticipated decrease soon. Becky explained that by allowing Farnsworth to proceed with the bid process for 1 phase, LPD will have received the bid amounts before it would be necessary to contact banks about a promissory note. Kevin agreed and expanded that this would allow for a more concise amount and plan for repayment. Becky detailed that the debt certificate option would require contracting with Bernardi Securities, Inc. for the issuance of and include fees for their services. Kevin assured the Board that LPD can apply for a promissory note, and should that fail, or the rates are not favorable, he will assist with the Debt Certificate option. Kevin explained that he feels that this is a sensible plan for the project. Kevin thanked the Board for their time and exited the meeting.

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

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
SEPTEMBER 11, 2024**

<b>GENERAL</b>	-	\$	<b>3,101.90</b>
<b>RECREATION</b>	-	\$	<b>6,175.50</b>
<b>AUDIT</b>	-	\$	<b>12,000.00</b>
<b>LIABILITY</b>	-	\$	<b>6,812.00</b>
<b>CAPITAL IMP.</b>	-	\$	<b>16,058.63</b>

Don asked if there were any questions about expenses listed in the report. Gary inquired about payments for Notto Technologies, which Becky and Angie explained that there were still some residual issues from the lightning strike earlier in the summer. The network switch was affected and discovered later than the original damage. Don questioned if the service was restored and sufficient, to which Becky explained that the new hardware was commercial grade which was an upgrade from what it replaced. Gary Nodine made the motion to approve Accounts Payable as presented, which was seconded by Dave Perring, and passed after a unanimous, roll-call vote.

**CASH FLOW –**

Don inquired about any real estate tax distribution monies received, which Angie verified that the second payment had been deposited and she would be transferring funds to the appropriate accounts soon.

Laura Duffer joined the meeting at 6:31 PM.

**EXECUTIVE DIRECTOR – BECKY STRAIT**

- A Slideshow presentation was displayed:
- Becky informed the Board that the pool officially closed on September 5<sup>th</sup>, the Park District would be participating in the upcoming Railsplitter Festival and Homecoming Parade. State Representative Sally Turner held a Senior Fair in the newly renovated Ballroom and there was nothing but positive feedback on the venue.
- Park Improvement Projects:
  - Becky informed the Board that LCHS trades can install a pavilion in Memorial Park, like the one in Mayfair/Allison Park, but not until the spring of 2026.
  - There was a manufacturer delay with the pavilions for Lehn & Fink and Exchange Club Parks, but they should be shipped on September 26<sup>th</sup>.
    - The contractor has scheduled his crew to be ready to go upon their arrival.
    - The supplies will be delivered directly to LPD grounds.
- City Parks:
  - Becky shared with the Board a collaboration with the City for a movie night on September 21st.
    - The movie will be shown in the 8<sup>th</sup> Street park at 7:00 PM.
    - Becky explained that LPD will be providing the inflatable screen, projector and sound system.
    - The City is hoping to bring attention to the area that they hope to someday install an outdoor amphitheater within that park.
      - D.A.R.E. and Lincoln Police will be providing food.
      - LPD will be donating some surplus concession inventory

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
SEPTEMBER 11, 2024**

- Gym Equipment:
  - Becky informed the Board that the new Circuit equipment has been installed.
    - There has been a lot of positive feedback.
    - The patrons were very gracious during the transition period and there were no complaints received.
- Boundary Issues:
  - Lehn & Fink Park's neighbor recently signed the lease.
    - Becky will file the document with the County, which will then be noted on that property for future sales.
  - Becky informed the Board that Mr. Hennessey was very cordial during the process.
  - He acknowledged that he knows the cost of removing trees and was simply concerned about that financial liability, but is content with the amended lease terms.
  - Mr. Hennessey did share that he has seen an increase in the park's use since the new equipment was installed, particularly after the parking was added.
  - He did suggest that port-a-pots be considered, as he has seen an uptick in the tree mentioned being used for bathroom purposes more with the increase in usage.
    - Becky did explain that we are planning to include that in next year's budget.
    - In fact, with the Exchange Club Park's upcoming installation, that park will also need the same facilities and will also be included in the budget for 2025.
- Ballroom Remodel Project:
  - Becky informed the Board that there are a few items left to complete the project.
    - There will be a panel added to protect the drywall under the chair rail and bottom trim.
    - The kitchen roll-up window still needs to be installed.
      - The cabinets above the opening will need to be moved to allow for proper clearance.
      - Moving them will avoid the added cost of ordering a new door to better fit the space.
- Room Rental:
  - Becky provided the Board with a letter from a group scheduled to rent the facility in January.
    - The event would be using all the rooms in the administrative area and courts.
    - They are requesting permission for alcohol on the premises during the event, as it is a Renaissance Culture event (Twelfth night) including homebrews for sampling and likely used for cooking.
  - Becky explained that, per the coordinator, the group is a local chapter of a Chicago Organization, and they need the Board's approval before they can request coverage for the dram shop policy as documentation for their submission.
    - Don inquired about how they plan to enforce the age policy for such an event.
    - Becky stated that they will issue wrist bands for those eligible, per IPARKS requirements.
  - Dave Perring made the motion to approve the request for Renaissance's Twelfth Night event in January to allow alcohol on the premises with the dram shop policy provided in advance. Gary Nodine moved to second the motion, which then passed after a unanimous, roll-call vote.
- Solar Project:
  - Becky informed the Board that Ameren was on site to conduct the required witness test on September 5<sup>th</sup>, and the system went live that same day.
  - Becky explained that the effectiveness will not be seen before the budget needs to be completed, which will result in a hesitant reduction (15-20%) in the amounts budgeted for electric expenses next year.

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
SEPTEMBER 11, 2024**

- Website Update:
  - Progress is moving along.
- North Parking Lot Project:
  - Becky asked the Board for their thoughts on the budget moving forward.
    - Dave shared his reservations about the \$1,000,000 price tag.
    - Becky covered the previously discussed topic of charging LCHS \$10,000 each year for their usage of the lot moving forward.
      - Both Laura and Dave pointed out that LCHS uses the lot more than LPD's events.
      - They also pointed out the significantly larger portion of tax monies received by LCHS.
    - Dave inquired about just putting down more gravel, but Vern explained that the drainage issue would not be resolved by that option, and it would require more upkeep.
      - Becky agreed that the plan had been redesigned to update the drainage and keep basic parking areas, which reduced the project cost from the original concept.
      - Becky explained that this plan will also add handicap parking and mobility that gravel doesn't allow for.
  - Dave questioned the necessity of the storm sewer system, which Vern stated that it was a very important aspect of the project and design features.
    - Vern explained how the front parking area is flat and the water cannot go out to the road.
    - Dave questioned the expense of the project.
  - Angie and Becky provided a quick summary of the financing options previously discussed with Kevin's input on the matter.
  - Dave inquired about other Capital Improvement Projects that would need to be considered in the future.
    - Becky stated that Memorial Park's Road, a storage building, and possibly the Administrative Building's water pipes would need work within the next few years.
    - Dave then asked if the Board should consider a Debt Certificate to spread out the cost over a longer term.
    - Angie and Becky both explained that Kevin thought that \$1,000,000 would not sufficiently require the issuance of a Debt Certificate, as it can be coordinated with a promissory note.
  - Becky asked the Board to first decide if they wanted to continue with multiple phases or have Farnsworth put the project out for bid as 1 complete project without phases.
    - Angie interjected with clarification that the Board has time to decide on how to proceed with the funding once the bids have been received and reviewed, which will provide a more concrete number for the project.
  - Gary Nodine made the motion to proceed with the bid process of the North Parking Lot Project with Farnsworth requesting bids for the entire project as one phase. Laura Duffer moved to second the motion, which then passed after a unanimous, roll-call vote.
  - Gary inquired as to when the desired start of the project would be scheduled for, which Vern and Becky both hoped for next spring.
  - Becky then asked the Board if they were comfortable with her composing a draft letter to LCHS regarding the \$10,000 lease and possible weight limit for the new parking lot, for which there was a positive consensus for her to proceed.

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
SEPTEMBER 11, 2024**

**SUPERVISOR OF OPERATIONS - Vern Haseley**

- Vern thanked Gary for his recent help with mowing Memorial Park
- Vern informed the Board that he has been working on spreading diamond dirt on fields.
- Vern was happy to report that the grass is finally slowing down.
- Don asked if there was still water in the pool vessels, and Vern verified that they had been emptied.

**PROGRAM REPORT – ALLISON BAKER**

- Dance Lessons are scheduled for October.
- The owner of ZinFul Confections will be teaching a class on making Halloween Treats.
- Chrissy Hoffert will return this fall to teach a class on ornament decoration.
- Lizzie, a local florist, will be teaching a class on wreath making.
- There will be a fall pickleball clinic.
- Jr. Railer registration opens on September 30<sup>th</sup>.
- Allison contacted last year's Santa, and he was already booked for the first 2 Saturdays in December, so LPD's event will be November 30<sup>th</sup>.
- The Fall/Winter program guide is in progress.
- Allison has been working on the Homecoming Shirts for participants.
- Halloween Fun Fest is scheduled for October 24<sup>th</sup> and sponsor letters have been mailed.
- Allison attended the August Senior Fair for the Park District and received numerous compliments on the remodel. Bill Hauter's Chief of Staff was exuberant with the praise. Allison handed out letters to participating vendors for LPD's upcoming Wellness Expo.
- Don commented that he saw that the blood drive has returned to LPD.

**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: See Executive Director's Report.
4. North Parking Lot Improvement Project: See Executive Director's Report.
5. Fit Zone Parking Lot Landscaping Project: See Executive Director's Report.

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

C. City Parks:

1. Laura inquired about the status, as she was absent during the earlier discussion.
2. Becky gave a quick update on the matter.

D. Boundary Issues: See Executive Director's Report.

E. Authorization of sale/conveyance of Park District Property: None.

**NEW BUSINESS:**

A. Contracting Bernardi Securities, Inc. for the annual Bond Issuance: See Visitor's Section.

B. Annual Audit Report:

1. Angie informed the Board that she had received the draft report, the final report has been filed electronically, and the hard copy should be delivered soon.

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
SEPTEMBER 11, 2024**

2. Angie reported that she was notified that the contracted firm would be dissolving at the end of the year, necessitating that a new auditor be acquired.
3. Now that Abbotts & Associates no longer provide accounting services, they are a local option to contact, but it may be difficult to contract with them as they only have one auditor that may be retiring soon.

**Executive Session:** At 7:16 P.M., Laura Duffer made the motion to enter Executive Session to discuss employee and legal matters, which was seconded by Gary Nodine. Executive Session ended at 7:42 PM with no matters that required a vote.

**ADJOURNMENT:** Seeing no further business, Laura Duffer moved to adjourn the meeting, Gary Nodine moved to second the motion. Motion carried. Adjournment: 7:43 P.M.

**NEXT MEETING:** The next meeting will be held on Wednesday, October 9, 2024.

Attachment A

Jennifer Prather – Fitness Manager Report

- Group Fitness Class Attendance for August was 67.
- Health & Wellness Speaker was Michelle Bauer.
- Meet & Mingle had 5 attend and discussed group fitness classes and instructors.
- Self-Care Foot massage had 7 attendees and will have another session offered in October.
- The 5K had 68 registered, which is the highest since pre-covid. Everything went well and there was a great group of runners and volunteers. One runner did go down with a sprained ankle, and EMS was called to assist. Several participants complimented the event, and it was encouraging to see everyone enjoying the event.
- Active Agers has a potluck scheduled for September 20<sup>th</sup>.
- October 1-7<sup>th</sup> will be free group fitness classes offered to the public.
- Saturday Spin Classes in October will be a fundraiser for Breast Cancer.
- November will offer the GridIron Challenge, which will start on Halloween this year.
- Jennifer has been working on lining up next year's Health & Wellness speakers.
- February 22<sup>nd</sup> will be the Elevate your Wellness Expo, and 3 tables have already been reserved. Allison will be adding a registration link to the website, and both are coordinating emails and letters to invite participants.

Jennifer Prather – Aquatic Center

- All Daycare attendance logs have been turned in for end-of-season invoicing.
- Elizabeth and Jett worked together to close the pool for the season.
- All aquatic information has been submitted to Becky for the next season.
- Thank you for the opportunity to serve the Park District's Aquatic Center over the past few years, I look forward to putting my full attention on the Fit Zone.