

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
September 14, 2011**

CALL TO ORDER - At 6:05 PM Don Peasley called to order, the Lincoln Park District Board of Commissioners, monthly business meeting.

ROLL CALL - Commissioners attending were Don Peasley, Jim Sparrow and Gary Nodine. Absent was John Andrews and Dave Perring. Attending from the Park District were Marcia Greenslate, Vernon Haseley, Roy Logan and Janice Kapik.

MINUTES OF MEETING - Minutes of the August 10, 2011 meeting were approved as submitted.

RECOGNITION OF VISITORS: Darren Forgy from Prairie Engineers.

Jacki Pavlik Fitness Director from Lincoln Park District was also present.

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

GENERAL	-	\$	10,595.11
RECREATION	-	\$	28,509.51
CAPITAL	-	\$	20,318.29
FOURTH OF JULY	-	\$	355.71

CASH FLOW REPORT - The following balances were reported as of September 14, 2011.

RECREATION	-	\$	183,430.46
GENERAL	-	\$	122,596.39
CAPITAL	-	\$	901,111.27
AUDIT	-	\$	4,838.58
LIABILITY	-	\$	32,755.07
CAPITAL OPERATING	-	\$	11,208.23
FOURTH OF JULY	-	\$	1,692.26

DIRECTOR'S REPORT - MARCIA GREENSLATE

- Last day of pool operations was Sunday, August 21st. Pool was drained immediately thereafter. Engineer came down and looked at the pool with Vern, but would only provide a written recommendation/proposal if they were retained by the park district. Burbach Aquatics provides the same service and is currently working on a Chester pool very similar to ours. Waiting on response from Andy Pennekamp from Burbach Aquatics. Will proceed with plans for new pool irregardless of compliance with Virginia Graeme Baker Act on current pool.
- Regrouping for the fall/winter. Working on promotions, etc. for SportsCenter. Contest for naming the fitness facility is being planned. Have several suggestions from staff for other changes, modifications. Jacki Pavlik is working out great as full time fitness director.
- Spent much of the week of August 23rd - 26th at the airport in preparation of the August 26th, 27th and 28th Art and Balloon Festival. The park district was listed as a prime sponsor of the event for in-kind donations of labor, equipment, bleachers, tables and chairs. For being a prime sponsor we received \$150.00 art bucks to be used at the art fair. Wrap-up meeting will be held tomorrow evening, September 15th for the Airport Committee.
- Will again be listed as Sponsor of the Railsplitter Festival event which is set for this weekend, September 16th, 17th and 18th. As sponsor we will receive festival passes, tickets to the Civil War Ball, full page ad in the Festival booklet and promotion of the website and a complimentary display space if we want one. In exchange for our sponsorship, the Railsplitter Association will utilize the ballroom for their Civil War Ball.
- Have been attending usual round of meetings. Alcohol, Tobacco and Other Drugs (ATOD) task force on Friday, August 12th, Senior Issues Task force on Thursday, August 18th, and Healthy Community Partnership Strategic Planning on Monday, August 29th.
- Vern and I attended an Illinois Municipal Retirement Fund (IMRF) Pre-Retirement Workshop on Thursday, September 1st.
- Logan County Sports Commission meeting will be held on Monday, September 12th. Group has received not-for-profit status from the State of Illinois. Would also like to apply for a 501c3, but at present do not have the necessary funding. Several possible activities were discussed including a Punt, Pass and Kick contest and a 3 on 3 contest. It was discovered that both events are currently in place and being run by the high school. Other ideas included a body building contest.
- Been working on both the Budget Ordinance and Tax Levy for completion and adoption by the end of the year. Amended 2011 Budget & Appropriation Ordinance completed. Will have hearing prior to next month's meeting. 2012 Budget & Appropriation Ordinance will be ready in October for November hearing. Tax Levy will be acted on at the December meeting.
- Employee evaluations are scheduled for next week.
- Representative from Illinois Public Risk Fund was on site Thursday, August 18th for a Loss Control Services visit. They reviewed an overview of their service philosophy, training tops and resources available to us. He indicated our existing safety program is well organized and implemented.
- Mike Maske Secretary of the Logan County Fair Association called to inquire if the park district would possibly like to partner up on purchasing an outdoor mobile stage. Details will be forthcoming.

- Have completed both the Open Meetings Act and Freedom of Information Act training as required by the State. The training needs to be done on an annual basis. Board members will be required to complete the Open Meetings Act training before January 1st of 2013.
- Have received 45% of tax money.

OPERATIONS REPORT - VERN HASELEY

- The new softball diamond surface has been brought in from Riverstone Group out of Moline Illinois. Steve Goodman dug out the old surface and we stock piled it. The new surface should let water go thru without ponding on top. After talking to several different park districts that use this new surface, everyone had a different idea on how to apply the surface. Diamond B will be a test to see how my theory works. If all goes well, will do diamond A next year.
- Have been having problems with dead limbs at Memorial Park. In the past we have had Dan Bree bring his bucket truck out and take out all the dead limbs. He has done this every other year.

PROGRAM REPORT - ROY LOGAN

- Baseball/Softball - Equipment has been put away except for a couple of bags that have not been returned.
- Sidewalk Chalk Art - Had over 60 participants. The drawings were done on Thursday, August 25th. It was a big success.
- Shoe Clinic - The park district along with Jacki Pavlik and Mitch Hobbs from Often Running in Bloomington hosted a shoe clinic on Thursday, August 8th. He talked about the proper running shoe to wear. There were around 20 to 25 participants.
- Home Schooled PE - The program will start on Thursday, September 22nd. Brenda Tate and Jason DeVillez from Lincoln Christian University will be the instructors. Looking forward to working with them.
- Fall Co-Ed Volleyball - Registrations are off to a slow start. First game will be held Tuesday, October 4th.
- Jr. High Xbox 360 Tournament - The tournament will be held this Saturday, September 17th. Not many have registered at this point but it will advertised in Mike Faks Up Close column. Little Caesar's Pizza will donate pizza's for the event. Family Video will provide the games.
- Wiener Roast/Hayrack Ride - This family fun event will be at Memorial Park on Saturday, September 24th at 4:00 P.M. Will start out with some yard games, roast hotdogs and then go for a hayrack ride around Memorial Park, finishing up with s'mores. There will be a small fee.

CORRESPONDENCE: NONE

UNFINISHED BUSINESS: A. Capital Improvements

1. Paving - Bid Review/ Motion to accept/reject: Darren Forgy of Prairie Engineers has completed his review and analysis of the single proposal received at the September 2, 2011 bid opening for the Administrative Center Parking Lot Rehabilitation Project. The proposal received was from F & W Lawn Care and Landscaping Company from Bloomington, Illinois. This proposal meets the requirements set forth in the construction documents.

The proposal amount of \$130,626 was approximately 21% higher than the engineer's estimate of probable construction cost (\$107,624.00).

Prairie Engineers has recently been informed that the Lincoln Sand and Gravel facility west of town is now closed and no longer offers the aggregate required for this project. An alternate source will be required and the additional haul distance impacts the cost of two of the bid items (Base Course 4" and Subbase 6"). We have revised our engineer's estimate to \$113,322.00 to account for the additional required haul distance. This brings the bid amount to within 15.3% of the revised engineer's estimate.

For a project of this size, Prairie Engineers typically recommends award of the contract if the lowest responsible bid is within 10% of the engineer's estimate of probable construction cost. At the bid opening, F & W Lawn Care offered to re-evaluate their proposal to see if they can get closer to the engineer's estimate. We have since that time received a revised proposal for \$123,626.00. This revised proposal is 9% above the revised engineer's estimate. As the proposal now falls within 10% of the engineer's estimate, it is our recommendation that, assuming the proposed paver product meets the aesthetic requirements of the Lincoln Park District, this contract be awarded to F & W Lawn Care and Landscaping Co.

A motion was made by Gary Nodine and seconded by Jim Sparrow to accept the bid of \$123,626.00 from F & W Lawn Care and Landscaping Co. Motion passed.

2. Pool - Virginia Graeme Baker Act Compliance: - Will continue to communicate with Burbach Aquatics.

3. Ball Diamonds - fencing and dugouts: A motion was made by Gary Nodine and seconded by Jim Sparrow for Vern to proceed with bids for labor and materials to build roofs over 6 dugouts not to exceed \$16,500.00. Motion passed.

NEW BUSINESS: A. 2011 Bond Issue

1. A motion to retain First Midstate Inc. of Bloomington to act as underwriters for the purposed G.O. Park Bonds in the amount of \$ 580,000.00 was made by Jim Sparrow and seconded by Gary Nodine. Motion passed.

2. A motion to retain the law firm of Chapman and Cutler of Chicago as bond counselors for the purposed G.O. Park Bonds in the amount of \$ 580,000.00 was made by Jim Sparrow and seconded by Gary Nodine. Motion passed.

B. SportsCenter improvements/membership structure: Would like to do some sprucing up in the sportscenter, painting, etc.

A motion was made by Jim Sparrow and seconded by Gary Nodine to increase the annual budget for fitness equipment from \$10,000 to \$25,000. Motion passed.

A brief discussion was held concerning hiring a tournament director to administer softball/baseball tournaments for the 2012 season.

NEXT MEETING: The next meeting date will be Wednesday, October 12, 2011 at 6:00 P.M.

ADJOURNMENT: Seeing no further business Jim Sparrow moved to adjourn the meeting. Gary Nodine seconded. Motion carried. Adjournment 8:15 P.M.

