

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
SEPTEMBER 12, 2018**

CALL TO ORDER – At 6:00 PM Jayne Weaver called to order the Lincoln Park District Board of Commissioners' monthly business meeting.

ROLL CALL – Commissioners attending were Jayne Weaver, Don Peasley, Laura Duffer, and Gary Nodine. Dave Perring was absent. Attending from the Park District were John Andrews, Vern Haseley, Abby Neece, Angie Coombs, and Jennifer Prather. Jacki Pavlik was absent.

MINUTES OF MEETING – Minutes of the August 08, 2018 meeting were presented to the board for review. Jayne asked if there were any questions, comments or suggested changes. Gary Nodine motioned to approve the minutes as presented, which was seconded by Laura Duffer, and approved after a unanimous, roll-call vote.

RECOGNITION OF VISITORS: Will Glass, of First Midstate, Inc. – 2018 Series GO Bonds

Mr. Glass presented the Board with a preliminary report detailing the Park District's history of selling GO Bonds and the options available for the 2018 Series. Will reminded the Board that the majority of the bond funds are utilized for the annual Pool Capital project payment, and the remainder of the funds is to be used for Capital Improvement projects. The Pool Capital project will be halfway through the payment schedule, once the January 2019 payment is made. Also, Will reviewed the GO Bond process, which entails a public hearing in October and the final vote will be held at the November meeting.

First Midstate, Inc. has proposed two (2) options regarding the sale of the 2018 Series of the Park District's GO Bonds:

Will stated that the interest rates are up, currently around 8%, compared to 6.950% in 2017. The first proposal was for the principal amount of \$636,000.00 and \$52,470 interest amount. With 8.250% interest rate for the first proposal, the total levy would be \$688,470. The second proposal was for the principal amount of \$672,000.00 and \$16,800.00 interest amount, the total levy would be \$688,800.00. However, the second proposal has a 2.500% interest rate, which is closer to Market Value. John asked Will which he would prefer of the two options. Will explained that the second proposal will be more attractive to potential buyers, as it has the rate closer to Market Value. Gary inquired about the time frame available for banks to review the bonds before making their decision. Will verified that once the Board chooses, official circulars will be prepared and disbursed to various banks. Since bond rates vary similar to the stock market, banks will likely review the circular and watch the market a few days before making a decision. Gary inquired if the market could change the rates of our selected option, which Will stated that it is a possibility and then explained that the bond market is a bit more stable than the stock market. The Board continued to review the information, and after a few minutes, Jayne asked the Board if anyone else had any more questions for Will. With no other questions, the Board asked Will to prepare the 2018 GO Bond circular with the second option. Mr. Glass thanked the Board for their time and exited the meeting.

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

GENERAL	-	\$	6,493.86
RECREATION	-	\$	6,507.99
CAPITAL IMP.	-	\$	28,550.59
AUDIT	-	\$	6,000.00
INSURANCE LIABILITY	-	\$	3,848.00

Jayne asked if there were any questions. Angie stated that she had requested that the auditors review her work in QuickBooks later this year, before switching to only recordkeeping in that system only. Jayne inquired if the work done by Dan Bree had been clarified, as the invoice submitted lacked sufficient details. Angie verified that Vern had provided the necessary information and agreed to request more detailed invoices in the future. Don inquired about the invoice from the City for sewage. Angie stated that she would look into the amounts, as they exceeded the water bills for the period stated. Don requested that the payment be held until the invoice is clarified. Jayne asked Vern why the invoice from Midwest Pool was so large. Vern explained that the original quote (\$3,500 each) was for identical equipment, and the higher cost (\$6,000) was for the higher quality equipment, which is what the Board had requested. Jayne then queried about the shipping cost, which was invoiced as next day for \$800. Vern stated that he spoke to the salesman, who verified an error, the shipping was supposed to be a flat \$400, but was input to be invoiced as \$400 for each. Vern was assured a refund would be issued for the difference. If the parts were not sent next-day, the lead time would have been 4-6 weeks. Vern wanted to install the new parts before the pool was emptied to get the kinks worked out before the opening next season. Gary asked if they had been tested yet, to which Vern verified that they had been installed and were working very well. Vern stated that the company would possibly be able to help find another supplier for the impellers, a better quality product even. Gary asked if he had heard anything back from the St. Louis foundry yet. Vern stated that they had sent someone to review the equipment and take pictures to prepare a proposal. Seeing no further discussion, Laura Duffer made the motion to approve Accounts Payable, which was seconded by Gary Nodine. The motion passed after a unanimous, roll-call vote.

CASH FLOW REPORT – The following balances were reported as of August 31, 2018.

RECREATION	-	\$	-22,331.14
GENERAL	-	\$	138,867.64
CAPITAL	-	\$	248,448.46
AUDIT	-	\$	639.33
LIABILITY	-	\$	10,008.63
2014 DEBT CERT & INT.	-	\$	24.04

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DIRECTOR'S REPORT – JOHN ANDREWS

- I met with Gary, of Farnsworth, Abby and Vern to discuss applying for the OSLAD Grant, and the project details to be included. Gary verified that we cannot apply with just a project to improve our roads and parking. We have decided to submit a plan that includes adding a sand volleyball court, in the area created behind field A once the fences are moved in, pickle ball courts where the skate park was, which may entail extending the concrete area, and upgrading some parking and driveways immediately affected by the project. Gary even suggested including a walking path, but we may limit that to the immediately impacted area only. Some proposed improvements to the Complex parking area may not be approved, but the Farnsworth engineers will work on a proposal. Vern stated that he suggested changing the entry way, such as closing the third parking entry and adding access via the second entrance and close off the front. This may establish traffic access limited to the front via the first entrance, and traffic limited to access the Complex/ball fields via the second entrance. Again, the engineers will review our suggestions and create a plan/proposal that will most likely suit our needs and be more apt to be approved via OSLAD officials.

OPERATIONS REPORT – VERN HASELEY

-The new lift has been installed in the shop and is working well. The Board emphasized that it is to only be used for Park District vehicles and equipment, and also added that only Vern and Tony are authorized to operate the lift.

-We have drained the lap pool and will begin to drain the plunge pool tomorrow. We will leave the wading pool filled for a few more days to test the controllers.

-I have requested a quote to convert the lighting in the Aerobics and Weight room to updated features. If we make a few changes, we can support LED lights, which are reported to last 50,000 hours. Jayne inquired as to the duration of the current bulbs used. Vern stated that they are listed to last around 800 hours. Abby asked if there was grant money available to apply for, which Vern verified the project would most likely qualify for an Ameren grant. Jayne asked for a "guestimate" of the project cost, which Vern believed to be around \$5,000.00. Gary inquired what would happen to the old fixtures. Vern explained that the exterior components could remain if we replaced the internal, electrical components to fit 4' bulbs instead of 8'. Gary queried the savings expected, which Vern explained the wattage would be reduced from 32 to 8 watts per bulb. Vern did explain that they run cheaper, but advised the Board that LED put off more heat.

PROGRAM REPORT – ABBY NEECE

-Upcoming fall programs include:

- Pitching clinic – Jason O'Brien; full with 5 participants (4 Sundays)
- Music Lessons - Lincoln College's Jazz program; full with 5 participants (6 Wednesdays)
- World Wide Day of Play - In collaboration with ALMH; Saturday, September 29th 1:00-3:00pm; a variety of activities for kids, all around the grounds.
- Swing & Hustle Dance Lessons – Chauntea Mason & Jon Young; 8 couples, 1 individual
- Out Door Movie – Hocus Pocus - Don Peasley & CEFCU are sponsor; Saturday, October 6th
- Picasso a Pumpkin; around 5 registered so far to paint pumpkins

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- Halloween Fun Fest – October 25th; last year with current set up, hope to redesign for next year. More Like a spooky trail around the diamonds.
- Girls on the Run – Did not meet minimum registrants to be a sponsor site. I did get certified after attending training. CEL welcomed our registrants, so I will be helping them with their program.
- Co-Ed Softball – Only 2 weeks left, the final tournament will be held in October. I would like to look into getting some type of speaker/announcement system at the concessions stands to make announcements and possibly play music. Not sure about speaker placement, but would like to look into it for next season.
- Sidewalk Chalk – Collaborating with the City; Homecoming theme / Railer Pride.
- Homecoming parade – Anyone is welcome to join us walking in the parade. I will decorate the golf cart and we will be tossing out candy as well as some fliers on pencils, in zipper bags, a few back pack bags, and even some day passes.
- 3rd Friday Downtown – I did sign us up for a booth. We will be giving out water. Gary inquired about popcorn, but a church sometime sells it and if they are not then Rotary is already planning on giving some away.

-I took Fall Program Guides to all of the schools with the help of Jennifer.

FITNESS DIRECTOR'S REPORT – Jennifer Prather, Fitness Manager

- Water aerobics has ended; went very well and attendance was up from last year.
- Mini-Triathlon – was a success and even had 11 non-member (paying) participants.
- We are offering a personal training promotion for the month of October.
- We have a full Small-Group training class currently underway; 5 out of the 6 are not members. Jayne inquired as to how many staff are currently PT certified, to which Jennifer answered 3.
- Heather's new WERQ class will be added to the schedule in October.
- Erica has been subbing for Michelle's R.I.P.P.E.D. class. Jayne stated that she noticed many yoga participants were not members, as well as participants of the foam roller class.
- We added a new class for seniors, and they love it.
- A new promo, Fitness Bingo, has begun to encourage aerobic attendees to try new classes.
- Jacki will be offering another "women on weights" course this fall.
- I will be attending the Midwest Mania to get some new ideas.

Working on for the fall:

- Equipment refreshers
- Halloween treat day
- R.I.P.P.E.D. Thanksgiving event

I did go with Abby to the schools, but I also took class schedules, as well as information regarding the business discounts that we offer.

CORRESPONDENCE: NONE.

UNFINISHED BUSINESS:

- A. Capital Improvements:
 - I. Heating/Air Conditioning Units:
 - 1. Entec is still working on bringing it all together.

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- a. Insulation in the Ballroom is not finished yet.
 - b. They would like to fire up the boiler to test it.
 2. Jayne stated that she did get a letter from Ameren verifying that we would be eligible to get some money back via the grant we applied for.
- II. Outfield fences in Fields A & B: Nothing new to Report, work will be done this fall.
- III. Tuck Pointing: Called Rick Whiteman to inform him that he was awarded the bid, he has not yet returned the call to schedule the work.
- IV. Roof Repair/Cold Storage: Same as the Tuck pointing.
- V. Pickle Ball Courts:
 1. Have heard that the pickle ball players were not happy with just the one court being added between the two existing courts.
 2. John stated that he did explain to them that the second court, next to the basketball court, is a multi-purpose court and already has 3 different sets of lines.
 - a. Adding more would only add confusion.
 - b. Gary asked if the rates were the same for pickle ball as tennis.
 - c. Angie explained that tennis pays hourly & member v non-member, pickle is flat with no time limit.
 3. Abby suggested revisiting the issue in the spring.
 4. John stated that outdoor courts were in the OSLAD grant proposal.
 5. The Board agreed to revisit the topic in the spring, and to ask the players to try to alleviate the congestion via scheduling.
- B. Aquatic Center:
 - I. Chemical Controls: Installed and are working great.
 - II. Will begin the closing process soon.
- C. Memorial Park Naturalization Project:
 - I. Currently, most of it is mowed, with just a few areas left to grow wild.
 - II. There are some nice oaks growing out in the driving range.
 1. Those have been marked to be saved.
 2. We will try to transplant them either in Memorial Park or somewhere else.
 - III. Jayne spoke to Doug, they plan on meeting in October to discuss plans.
 - IV. Gary stated that there are some trees growing, which was the main goal of not mowing.
 - V. The Board set a date and time for a Special Meeting to be held on October 3rd, at 4:30 pm at the first pavilion past the Elk's tennis courts. The meeting will be to discuss future plans of the park and to walk the area for a better idea. Angie will make sure to publish in the Courier and the website, as well as around the complex, the notice for the meeting.

NEW BUSINESS:

- A. 2017 Fiscal Year Audit: Board approved.
- B. April Elections:
 - I. Jayne and Don are up for re-election in April.
 - II. Jayne informed the Board, that due to her schedule, she will not be running.
 - III. Don informed the Board, that he may not run either; he is still deciding.

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- IV. Angie informed the Board that the paperwork would be available for anyone to pick up at the front office, but the earliest potential candidates can begin to circulate their petitions is September 18th.

EXECUTIVE SESSION: The Board entered into executive session to discuss employee matters at 7:34pm and exited at 7:56. No votes were required after the discussion ended.

ADJOURNMENT: Seeing no further business, Gary Nodine moved to adjourn the meeting. Don Peasley seconded the motion. The motion carried. Adjournment: 7:57 P.M.

NEXT MEETING: The next meeting date will be Wednesday, October 10, 2018 at 6:00 P.M.