

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
DECEMBER 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 and Gary Nodine. Laura Duffer and Dave Perring were absent. Attending from the Park District were John Andrews, Vern Haseley, Abby Neece, Angie Coombs and Jennifer Prather.

MINUTES OF MEETING – Minutes of the November 14, 2018 meeting were presented to the board for review. Jayne asked if there were any questions, comments or suggested changes. Jayne requested that the section discussing Memorial Park Pavilion be amended regarding the missing sign. Gary Nodine motioned to approve the minutes as presented, which was seconded by Don Peasley, and approved after a unanimous, roll-call vote.

RECOGNITION OF VISITORS:

Doug Ebelherr – Memorial Park Naturalization Project:

Doug wished to touch base with the Board to let me know that he is still working on developing a plan of action. A meeting with Dave and Gary was to be scheduled. Gary agreed, stating that they planned on meeting in February to mark potential trees to be transplanted to the desired area(s). Vern stated that he would look into the possibility of borrowing a smaller tree spade to assist in the transplanting process. Doug thanked the Board for their time before leaving.

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

GENERAL	-	\$	6,936.10
RECREATION	-	\$	5,868.66
CAPITAL IMP.	-	\$	1,524.73
LIABILITY FUND	-	\$	3,684.00

Don inquired about listed payment to Chemsearch, Nichols Paper & Supply Company, Neal Tire & Vivid Studios. Angie, Vern and John explained the related expenses. Don Peasley 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 November 31, 2018.

RECREATION	-	\$	30,832.42
GENERAL	-	\$	102,296.95
CAPITAL	-	\$	280,209.21
AUDIT	-	\$	3,821.10
LIABILITY	-	\$	51,116.40
2014 DEBT CERT & INT.	-	\$	24.04

Angie explained to the Board that she had added a summary of the Real Estate Tax Distributions received as well as interest paid. Also, a Profit & Loss report was included for both the General and Recreation Funds. John pointed out that membership income had increased.

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DIRECTOR'S REPORT – JOHN ANDREWS

- The requested bid to repaint the west tennis court with 2 pickle ball courts came in at \$3,275.00. Currently, the courts are very busy, so the work will be scheduled for the spring/summer season. Gary inquired if there was room for the pickle ball players to schedule games, which John assured him that there is plenty of open court time available.
- The floor of the Aerobics room is scheduled to be refinished over the holiday break. The routine maintenance includes sanding and resealing with 2 coats every 5 years.
- I purchased a golf hitting net for the area outside of the lobby, where we sometimes put out the ping pong table. The set up itself cost less than \$1,000.00, but we need to decide how much to charge the public. Gary asked if the set up was just netting and mats, excluding any electronic components available. John verified that he had purchased the basics needed; netting and mats to hit from.
- So far, there have been 2 people that have returned their petitions for the April 2, 2019 election. Don inquired, and Angie verified that the deadline to turn paperwork in was Monday, December 17th by 5:00 pm.
- I have contacted Dolan Dalpoas, of ALMH, to request a meeting regarding the YMCA plan to build a facility next to the Hospital, in collaboration with ALMH. I did mention the previous non-compete agreement between the two entities. Under this agreement, LPD did not offer programs that the YMCA offered and vice versa. Gary mentioned that there will be a gym, but plan's focus is offering more area for therapy and adding a daycare facility. The college and LCHS may also be able to work out an agreement for usage of an indoor pool, which may be included in the plan. Jayne did point out that the current therapy section of ALMH is rather crowded and fully booked, and that the new facility would cover that "spillover". Gary pointed out that YMCA member will also have usage of the facility. Jayne mentioned that the City needs an indoor pool. Gary mentioned that daycare is also needed in town, especially after a few places have recently closed.
- I was contacted again regarding adding TVs to high-traffic areas for advertising. The Board was not interested in the company's offer.
- Security began for the season, at the end of November, and will continue through spring. This season, I have requested that they work on Friday, Saturday and Sunday evenings, 5-10pm. The public seems to appreciate their presence.
- The fees should be reviewed, it has been several years since any have been increased yet cost of operation has increased a little every year. For example, pickle ball fees will need to be raised, as previously mentioned to be equal to tennis fees. The Board agreed that the fees for pickle ball should be the same as tennis. Jayne inquired when the membership fees were last raised. Jennifer stated that she believed it had been at least 4 or 5 years. Jayne asked about the amount that they were raised. Angie stated that the Full Access Pass for 1 Adult Individual living in District's year pass was raised from \$200.00 per year to \$230.00. Before that, Angie stated that the previous membership price raise coincided with the new facility opening in 2003, and the price went from \$175.00 up to the \$200.00. Jayne stated that most other facilities cost more for their daily fees and annual memberships. Gary inquired about the fees for the other facilities in town (monthly and annual), and if these fees included classes. Don stated that he felt a small increase, perhaps from \$230.00 to \$250.00, and the others also have a relative increase as well. Gary requested a current copy of the brochure of prices for consideration. Jayne suggested that prices be discussed at a future meeting so that the Board could review

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prices beforehand. Jennifer pointed out that Silver Sneakers has been dropped from some of our Senior's insurance plans.

OPERATIONS REPORT – VERN HASELEY

- The Dodge has not been sold; we decided to keep it and run it until it dies.
- We installed the new park rule sign at the entrance of Memorial Park as well as the Historical Marker for the Native American Heritage (near the tennis courts).
- John Deere tractor is out for repairs; the plug is buried in the engine and we couldn't reach it.
- We have been working on building a Santa Chair for the Saturday with Santa event.
- Memorial Park has 2 trees that will need to be taken care of. I also spoke to Jim Drew about the Farm Bureau pavilion, which needs to be repaired. The concrete is deteriorating, which the Farm Bureau might pay half if we repour cement, or the other option would be lime. Jayne suggested concrete if Jim agrees that the Farm Bureau will pay half, otherwise the lime would do just fine.
- John Kocka is retiring at the end of this season. It would be nice if the Board would recognize his 20+ years of dedicated service. The suggestion of naming a field for him was agreed upon by all to be a fitting tribute. There will be a staff luncheon on Friday, November 16th, as his last day. Angie agreed to make lasagna for everyone.

PROGRAM REPORT – ABBY NEECE

- I'm working on our Winter/Spring program guide, which will be distributed around the schools.
- The Halloween Fun Fest had about 400 guests and I heard a lot of positive feed back.
- Saturday with Santa is scheduled for December 8th from 9:00-11:00am, and is sponsored by WLCN and NHS will be helping again.
- Jr Railer Basketball has had about 70 kids registered. So far, we have 1 more 1st grade team than last year. The Coach's meeting & draft will be Tuesday.
- I would like to have another indoor movie on the first night the kids will be off for winter break, Friday the 21st of December. ME Realty has offered to sponsor the event.
- Coed Volleyball registration will begin soon.
- We have a few more painting classes coming up at the end of the month.
- There is an IPRA Conference schedule for January 24th-26th, up in Chicago, and Angie and I are interested in going. Not only does it provide educational classes, it also has networking events to speak with other Park Districts in the state. Neither of us feels that we need to be there the entire time, but 1 day would be nice. We were wondering if the Board would consider paying 50% of the registration fees for the event. Jayne stated that as it was work related and would benefit the Park District, it would be permissible to have the Park District cover the entire fee.

FITNESS MANAGER'S REPORT – JENNIFER PRATHER

- Class numbers are up from September, at 1,118 attendees.
- The air conditioning works with the new unit.
- WERQ premiere class was promoted, but all classes were free on Halloween, as a treat to the public.
- I'm working with Lincoln College to have water aerobics there after the first of the year. I have worked with Angie to figure out a decent price to cover the price of the instructor and guards'

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wages. The minimum would be \$15 per person, limited to 20 registrants. Don suggested \$25 per person, and both Laura and Jayne agreed.

- Jacki offered a Women on Weights course that was well attended and had positive feedback.

- Michelle and I are holding another Holiday Challenge, which has about 20 people signed up.

Non-members pay a \$30 fee, which covers a 1-month Full Access pass and last the duration of the challenge.

-I'm working on promoting a membership drive, offering the public the buy a year, get a month free, but an incentive for staff to promote it. The winner will get a \$25 Wal-Mart gift card.

- Michelle is offering an equipment orientation for the circuit and weight rooms.

- John commented that he has seen a few new people lately.

- Jayne asked how much a Full Access Pass cost for an individual adult for a full year. Angie verified that it costs \$230 currently. Jayne stated that it may be time to reevaluate prices, since other operating costs have increased over the years.

- Silver Sneakers has dropped in attendance. Jayne asked if Seniors paid anything to the LPD to participate. Jennifer verified that they pay their insurance company, which pays the LPD in turn.

- Abby suggested that if the pool prices were going to increase in 2019, perhaps we could promote buying gift certificates for pool passes at the 2018 price for the holidays. If the prices were to remain unchanged, then maybe offer a discount on family passes. Jayne suggested that the pool open on Memorial Day in 2019.

CORRESPONDENCE:

Heritage Museum sent a Thank you note for the donation of a pool party for their fundraiser.

UNFINISHED BUSINESS:

A. Capital Improvements:

I. Heating/Air Conditioning Units:

1. Entec is still working on bringing it all together.

a. Jayne inquired if the Aerobics room was finished.

b. Vern stated that the thermostats have been a big issue, they don't work with the new system. Entec is working on it.

2. Jayne asked Vern to stay on top of the situation.

a. Vern stated that the hot water system had been connected backwards.

b. John verified that the final payment had not been paid yet.

II. Outfield fences in Fields A & B:

1. New fencing is up, but the old posts still need to be removed.

2. There is a glitch, the wrong size gate was requested.

3. Inquiring if we can exchange the new gate size for Tony and I to remove the posts.

III. Roof Repair/Cold Storage:

1. Rick Whiteman does not want to do the work on Cold Storage now.

2. Prevailing Wage rates were not factored into his bid.

3. Don suggested that if he does not honor the contract, then LPD will no longer consider him for bids/projects.

4. Jayne stated that the project will need to be rebid.

IV. Pickle Ball Courts: See Director's Report.

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B. Aquatic Center:

- I. Sandblasting the wading pool and repainting it:
 1. It has been completed and the company did a very good job.
 2. Vern inquired about scheduling them to sandblast the well next September.
 - a. Don asked how long the wading pool took to complete.
 - b. Vern verified that it only took them 2-3 business days.

NEW BUSINESS:

- A. Ordinance #334 – The issuance of the 2018 series General Obligation Bond. Jayne Weaver asked the Board for a motion if no one had any further questions. Don Peasley made the motion to approve Ordinance#334, which was seconded by Laura Duffer. The motion passed after a unanimous, roll-call vote.
- B. Jayne Inquired as to the repainting of the Fit Zone, Don agreed that it needed a new coat.
 1. A list of areas in need of repainting was discussed thoroughly.
 2. Areas in need of plexiglass to reduce damage was also listed.
 3. Tony has installed a few new electric receptacles in the floor, which will continue until all the plastic has been replaced with metal.
- C. Insurance Renewal for Full-Time employees.
 1. The overall cost is down 20% from last year.
 2. There will be 2 new employees added to the plan this year.
- D. Vern reminded the Board that, with Kocka's retirement, there will be a job opening in the Spring.
 1. Don inquired if it was a paid position or volunteer.
 2. Vern verified that it is paid, and is full-time during the summer months.

EXECUTIVE SESSION:

The Board entered into Executive Session at 7:48 pm to discuss Employee Issues and exited the session at 8:19 pm. There were no matters discussed that required a vote.

ADJOURNMENT: Seeing no further business, Don Peasley moved to adjourn the meeting. Laura Duffer seconded the motion. The motion carried. Adjournment: 8:20 P.M.

NEXT MEETING: The next meeting date will be Wednesday, January 9, 2019 at 6:00 P.M.