

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
FEBRUARY 13, 2019**

**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. Jayne Weaver and Laura Duffer 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 January 09, 2019 meeting were presented to the board for review. Don asked if there were any questions, comments or suggested changes. Dave Perring motioned to approve the minutes as presented, which was seconded by Gary Nodine, and approved after a unanimous, roll-call vote.

**RECOGNITION OF VISITORS:**

-Ryan Benson, of Garland Roofing Company, began by recapping the information presented at January's meeting. The entire facility's roof area was inspected and broken down into section. The proposed plan was broken down into phases, starting with the roof areas currently in the worst condition. The Front Office's roof was recommended to be replaced first, listed as phase 1 of 3, followed by the spin room and locker rooms' roof the next year. The Fit Zone & Complex roofs currently only need some maintenance over the next few years. Ryan reiterated that Garland Roofing would be overseeing the engineering and construction work, with weekly on-site inspections during the project. Construction plans will be reviewed and stamped by licensed engineers and architects to verify that building codes are met. The project manager would keep in contact with Vern and/or John throughout the project. Any new issues discovered during the process will be reviewed by Ryan for proper project adjustments to be made, to take into consideration any required engineering or architectural concerns, prior to resolving the issue. Both Gary and Dave asked questions regarding the chain of command when new issues are discovered during a project's duration. Ryan verified that the contractors would need approval from him before proceeding work to fix the issue. The spreadsheet showing the breakdown of costs, by each phase, included an estimate for future work and projected inflation. Phase 1, the Front Office roof, was estimated at \$365,000.00. The second Phase, which included the roof above the Spin Room, Aerobics Room, Locker Rooms, and the hallway extending from the Front Office to the Fit Zone, was estimated at \$90,000.00. Depending on the amount of how much its current condition deteriorates before the work begins in 2020, the costs may differ. Phase 3 is estimated at \$300,000.00 currently, but may vary, depending on when the work is completed and how much weather damage occurs over the years. Currently, Ryan stated that the area included in Phase 3, the Complex and Fit Zone roofs, looks to be in good condition. Ryan stated that each phase will be bid separately, and plans will be adjusted and costs recalculated to reflect the appropriate rates at the time of the work. Phase 1 planning and bidding will begin as soon as Ryan is notified that the Board has approved the project, and a time-line will be created. Gary inquired about the bid process, and Ryan assured the Board that Garland Company has vetted several businesses in the area, which he believes will submit bids. Ryan reminded the Board that Garland Roofing offers a 30 year warranty on their work, and will even inspect it annually to schedule any needed restoration work during the warranty.

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

<b>GENERAL</b>	-	\$	<b>2,399.64</b>
<b>RECREATION</b>	-	\$	<b>1,911.52</b>
<b>CAPITAL IMP.</b>	-	\$	<b>3,246.58</b>

Gary Nodine made the motion to approve Accounts Payable, which was seconded by Dave Perring. The motion passed after a unanimous, roll-call vote.

**CASH FLOW REPORT** – The following balances were reported as of January 31, 2019.

<b>RECREATION</b>	-	\$	<b>3,124.00</b>
<b>GENERAL</b>	-	\$	<b>77,252.27</b>
<b>CAPITAL</b>	-	\$	<b>522,613.79</b>
<b>AUDIT</b>	-	\$	<b>3,821.42</b>
<b>LIABILITY</b>	-	\$	<b>50,567.66</b>
<b>2014 DEBT CERT &amp; INT.</b>	-	\$	<b>35,307.62</b>

**DIRECTOR’S REPORT – JOHN ANDREWS**

- Hall Painting did a good job painting the Spin & Aerobics room, as well as the Fit Zone with little disruption. I have heard several compliments from the public.

-We also redid the Spin room floor and now it matches the Fit Zone flooring. Vern and Tony built a nice coat rack and spray bottle stations and we added 2 benches. I am looking into darkening the windows a bit, so that the participants aren’t fully on display during class.

-I have received positive feedback about the golf net, it has been used quite a bit already.

-Abby and I met with Dolan, of ALMH, regarding the new facility. He is hoping that they can break ground as early as July.

-John asked if there were any recommendations about membership price increases. Dave asked if he could get a comparison between members and non-memberships, as well as a list of prices for other gyms in town.

-Entec has almost finished work on the new HVAC system, we are holding off paying the final installment until all the setup has been completed. Vern stated that a new line will have to be run to move a thermostat, since the current location is causing some issue for that zone.

-The Capital Improvement CDs are nearing maturation and is earning an average of \$5,000.00 per 13 period. Would the Board like to roll over the investment again? Don asked if John would explore rates offered by CEFCU, since they offer end-of-year dividends, to see if they could offer a better investment opportunity. John agreed to research CEFCUs rates before the current CD matured.

-The evening custodian position has been dissolved, which will save approximately \$7,000.00. Duties have been reassigned to Brandy and the evening desk staff will be adding a few duties to their closing procedures. Brandy begins her day cleaning the Fit Zone and Complex and has been doing a good job so far. Gary agreed that Brandy has been working hard to keep the facility clean.

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**OPERATIONS REPORT – VERN HASELEY**

- Vern and Tony were able to fix a few machines in the Fit Zone in February.
- A new leak was discovered above the Front Office's water fountains. There is also a soft spot in the ceiling of the boiler room. Garland Roofing will be fixing those issues later this spring.
- The Front Office's exterior lights have been broken off by vandals. I would like to research pricing to installing new fixtures that would project down to create the wash effect.
- Tony and I have been building a new roller for the grounds, which consists of a 15 ft expanse with wings.
- We will be examining the pool's pumps soon to check for deterioration and other issue that need to be fixed before summer.
- I request approval from the Board to schedule an exterior lighting upgrade for the Shop, Gym, and the fixture located on the Pole of the pool, which shines toward the rear parking area. If we change the current fixtures to those that support LED, the project is eligible for Ameren Energy Grant funds. I requested a bid from Titan CC Lighting, the company that upgraded the lights in the Fit Zone, and compared their supply costs to the prices if we ordered straight off of Amazon. Materials were quoted at \$1,700.00 and the installation labor was another \$1,700.00. Gary Nodine made the motion to approve the lighting upgrade bid to Titan CC Lighting, which was seconded by Dave Perring. The motion passed unanimously after a roll-call vote. Vern continued to discuss the lighting issue in the rear lot. He suggested adding 1 new poll in the grass, but in a way that will not interfere should the parking area be expanded. There are a few good poles down at the shop that could be used to add lighting. Gary inquired about the possibility of adding cameras to the front and back parking areas, considering the recent vandalism. John stated that our security package would allow for a few more cameras, but there would be the added expense of materials and installation.

**PROGRAM REPORT – ABBY NEECE**

- January programs included a painting class, pickle ball play days, Jr. Railers, Co-Ed Volleyball and Pickle Ball Leagues. The painting class has 7-8 participants, there were 2 days that the play days for people interested in learning pickle ball and both were well attended.
- Jr. Railers is set to finish in February and our first Pickle Ball League is set to finish on the 26<sup>th</sup>. There will be 1 winner, and we have had a lot of interest in having another league start in March, but this one will be for the evenings. I hope to also have leagues in the fall and winter while the sport is so popular.
- The sweetheart dance was not very well attended this year, but the attendees enjoyed themselves.
- The 2019 baseball league is starting to take shape. Pat Hake will be the commissioner and each age division has a president, that reports to the commissioner. Also, we will be participating in the Tremont league this year. We tried having our own league with the surrounding towns, but there just isn't the numbers that we need.
- I am preparing fliers to promote our open gym sessions for those interested in playing baseball or softball.
- The Annual Wellness Expo is this weekend, I have been busy working with ALMH to get that planned and organized.
- We are offering more music lessons this spring. Last fall, we had 5 student, and so far we have 11 signed up for the spring.

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- The Annual Easter Egg Hunt is scheduled for mid-April, the Saturday before Easter.
- Jennifer and I have signed up to take a Pool Operator's course so that we can be certified to check chemicals when Vern and Tony are unavailable.

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

- Class numbers for January were up, 1089 attendees; even with a few cancellations due to weather.
- Water aerobics at Lincoln College has 14 participants. John stated that we are not being charged for using their pool. Gary inquired if it was an exchange deal since we let the College use our pool in the summers. John verified that was the case. There will be an evening session held in March, due to demand, and it is full with 15 participants.
- We offered a special equipment orientation with a personal training session included, which had a few participants.
- We now accept Prime participants, which is like the Silver Sneakers program, but for younger adults. There are already 3 people using their Prime membership at our facility. The Silver & Fit is another program that is up and running, and is similar to Silver Sneakers.
- We had 10 participants attend this year's Super Bowl Shuffle event.
- Our Women's Self Defense course enrollment was maxed out at 10 participants and 8 people attended the training. Dave queried as to whom the instructor was, and Jennifer verified that a member of the Yoshukai Karate Alliance instructed the class.
- Spring Into Action has begun with participants tracking their workouts.
- Emily Ryan is teaching a Couple's Yoga and Massage course.
- I will be teaching a Between the Chairs class for less active seniors.
- Our Fit for Seniors group will be having a Pot Luck luncheon in March.
- The Park District will have a table at the Wellness Expo. Dave inquired about the time of the event, which Jennifer verified it will be held between 9am and 1pm.
- I will be meeting with Chris Graue to continue preparing for the Pigs N Swigs 5K.
- I am beginning to work on the Summer Aerobics schedule.

**CORRESPONDENCE:**

North West School sent a thank you note in appreciation of our donation of a pool pass for their family night fund raiser.

**UNFINISHED BUSINESS:**

- A. Capital Improvements:
  - I. Heating/Air Conditioning Units: See Director's Report.
  - II. Tennis/Pickle Ball Courts:
    - 1. John has scheduled a meeting with Allred Flooring to discuss necessary work.
    - 2. He has decided to only paint lines, but one court on each side of both tennis nets.
- B. Aquatic Center: NONE.
- C. Membership & Daily Rates: Tabled.

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**NEW BUSINESS:**

- A. Requesting approval to close the 2017 Bond & Interest Repayment Fund Account:
- I. Angie stated that the Bond had been paid in full and that the balance was less than \$5,000.00.
  - II. Gary Nodine made the motion to approve closing the 2018 Bond & Interest Repayment Fund account and transferring the remaining balance to the Capital Improvement Fund.
  - III. Dave Perring seconded the motion, which then passed after a unanimous roll-call vote.
- B. Roof Repair proposal:
- I. Gary Nodine made the motion to accept the roof repair project as proposed by Garland Roofing.
  - II. Dave Perring seconded the motion, which then passed after a unanimous roll-call vote.

**EXECUTIVE SESSION: NONE**

**ADJOURNMENT:** Seeing no further business, Dave Perring moved to adjourn the meeting. Gary Nodine seconded the motion. The motion carried. Adjournment: 7:16 P.M.

**NEXT MEETING:** The next meeting date will be Wednesday, March 13, 2019 at 6:00 P.M.