

**LINCOLN PARK DISTRICT  
BOARD MEETING MINUTES  
SEPTEMBER 11, 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, Dave Perring, Laura Duffer and Bob Thomas. No one was absent. Attending from the Park District were John Andrews, Vern Haseley, Angie Coombs, Abby Neece and Jennifer Prather. No one was absent.

**MINUTES OF MEETING** – Minutes of the August 14, 2019 meeting were presented to the board for review. Don asked if there were any questions, comments or suggested changes. Laura Duffer motioned to approve the minutes as presented, which was seconded by Dave Perring, and approved after a unanimous, roll-call vote.

**RECOGNITION OF VISITORS:** Will Glass, of First Midstate, Inc. – 2019 Series GO Bonds Mr. Glass presented the Board with a preliminary report detailing the Park District’s history of selling GO Bonds and the rates for the 2019 Series. Will reminded the Board that the majority of the bond funds are utilized for the annual Pool Capital project payments, and the remainder of the funds is to be used for Capital Improvement projects. Also, Will reviewed the GO Bond process, which entails a public hearing in October and the final vote which will be held at the November meeting. Will stated that the interest rates have changed a little in the past few months; the rates are the lowest they have been in years. The report reflected the principal amount of \$688,000.00 and \$13,760 interest amount due per the Pool Project payment schedule. With a projected 2.000% interest rate, the total levy would be \$701,760. Will stated that the State Bank of Lincoln bought the entire 2018 Series Bond and would most likely consider buying this year’s as well. John asked about the parameters for the use of the balance remaining after the Pool Project payments had been made. Will explained that the funds are designated for Capital Improvement projects, such as roof or parking repair projects. The Board continued to review the information, and after a few minutes, Don asked the Board if anyone else had any more questions for Will. With no other questions, the Board asked Will to prepare the 2019 GO Bond circular. Mr. Glass thanked the Board for their time and exited the meeting.

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

<b>GENERAL</b>	-	<b>\$</b>	<b>6,027.24</b>
<b>RECREATION</b>	-	<b>\$</b>	<b>5,040.23</b>
<b>CAPITAL IMP.</b>	-	<b>\$</b>	<b>3,935.06</b>
<b>LIABILITY</b>	-	<b>\$</b>	<b>3,757.00</b>

Don inquired about the expense incurred for concrete. Angie explained that a pad had been poured where the diamond sand is stored to help keep the quality of the sand. The payment to Logan County Title was also questioned, which Angie stated that it was part of the required documentation to submit the OSLAD Grant application. Don then queried about the payment to Riverstone Group, which Angie stated that this company is where the Diamond Sand was purchased from. Laura Duffer made the motion to approve Accounts Payable, which was seconded by Gary Nodine. The motion passed after a unanimous, roll-call vote.

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

<b>RECREATION</b>	-	\$	<b>-1,669.25</b>
<b>GENERAL</b>	-	\$	<b>108,087.50</b>
<b>CAPITAL</b>	-	\$	<b>237,737.66</b>
<b>AUDIT</b>	-	\$	<b>1,149.95</b>
<b>LIABILITY</b>	-	\$	<b>25,077.53</b>
<b>2014 DEBT CERT &amp; INT.</b>	-	\$	<b>39.88</b>

Angie added that another Real Estate Tax payment had been received, and that the final payment will come in November. Also, she mentioned that all of the summer programs brought in some income.

**DIRECTOR’S REPORT – JOHN ANDREWS**

- The OSLAD Grant application was submitted to IDNR three weeks before the Monday, August 19<sup>th</sup> deadline. I received notification last week of a few items that were needed, and a 5-day timeframe to get those documents submitted. As Angie mentioned, we paid Logan County Title \$503.00 for some documentation, but we should expect an invoice from our attorney, who coordinated the procurement. Abby and I hand delivered the documents to IDNR in Springfield. We have an on-site visit scheduled for September 13<sup>th</sup> at 1:00pm, which is the next step in the process.

-I have given the Board a sheet of suggested prices and a letter to the public for your review. The price list shows the current and suggested price. The prices have been multiplied by the quantity sold to estimate the potential increases to revenue for each pass/type. In regard to the letter, I would like to ask the Board if it prefers that the letter come from the Board or myself, as the Executive Director? Don stated that the letter to the public should come from the Board, and the other agreed. John stated that he will have the letter ready to publish on October 1<sup>st</sup>, but the price increase is scheduled to take effect November 1<sup>st</sup>. Jennifer plans to offer another promotion the month of November, the “Buy a year, get an extra month free” promo to help those unable to renew their membership before the price increase. The Board agreed that the promo was a good idea. Dave inquired where the letter would be published, to which John stated he would send it to all 3 papers via a Letter to the Editor section. Both Gary and Dave inquired about the possibility of mailing or emailing the letter to all current members. Angie stated that the Rec1 software allows the possibility, but not everyone provides an email.

**(6:22p.m. – DON PEASLEY WAS CALLED OUT OF THE MEETING; GARY NODINE TOOK OVER)**

John pointed out that the proposed price increase could possibly bring in an extra \$28,000.00 in membership income. Laura commented that the daily fees should stay uniform, with a dollar increase across the board. Also, staff recommended forgoing “out of district” daily fees since the public rarely pays the extra fee. Dave suggested to not publish the new prices until after the letter is distributed to the public.

-The company I have requested information from regarding the splash pad has yet to provide further information. I will table that discussion until we have more information.

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**OPERATIONS REPORT – VERN HASELEY**

- We rented a lift to trim trees in all the parks and the grounds. We managed to remove a lot of dead limbs.
- We hired a retired gentleman to help keep up with mowing. His name is Tim, and he is working part time.
- We have started to prep the diamonds for winterization. The pad under the sand helps keep it from scraping up dirt and rocks. Tony and I dug the area and prepped it with rebar, so that saved some money.
- Doug Ebelherr has transplanted about 10 trees in Memorial Park. The area left wild has some nice saplings growing, which we have marked and fenced. There are also a few nice saplings growing out on the driving range, which are also marked and fenced so those can also be transplanted around the grounds.
- Gary mentioned that Scott Hopkins, of Clinton's chapter of Pheasants Forever, had spoken to him about considering a pollinator plot in Memorial Park. Dave inquired about what the plot was exactly. Gary explained that the group sometimes gets grants to help establish an area of prairie wildflowers for the purpose of creating a place that birds can nest safely. Even though some grass grows in the pollinator plot, an annual burn is recommended but not required for maintenance. Dave asked if park usage would deter the birds from nesting. Gary stated that currently, both quails and pheasants are nesting along roadsides, which can be dangerous so close to traffic. The suggestion will be researched for further discussion.

**PROGRAM REPORT – ABBY NEECE**

- Music Lessons started the night before. We have 15 participants this session, which is more than previously. This year, we have added a drum instructor.
- Homecoming is the weekend of the 20<sup>th</sup>, the parade is Friday, at 2:30pm, everyone is welcome to walk with us.
- We are coordinating the annual sidewalk chalk event the week of homecoming. So far, 4 local schools have reserved their spots.
- Jaylee Swinford, our current intern, is working on the Halloween Fun Fest as her one big project that she needs for class. I have been helping her begin the process of contacting donors.
- Jr. Railers is around the corner. We will begin updating the fliers for disbursement.
- The Riot and Heat have already contacted us to schedule more field time this fall. There will be a 12-team Tournament in October, but it will only last one day.

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

- August class enrollment was 1,173.
- The Mini-Triathlon had 6 participants. I am thinking of skipping a year and making it an every other year event.
- We had 3 people sign up for the online core videos.
- Sundays will have a special class offered, a different one each week, to offer patrons another chance to attend.

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-I am currently offering another Weights 101 class and have had interest in a next level class. Therefore, I will be offering a Weights to the next level, which will add some variety to their weight routine.

-I would like to offer another free week of Aerobics classes the first seven days of October. - Ideally, we can have a fall open house before the rate increase takes effect, to possibly get more of the public to check out the facility. Gary asked when, and Jennifer said that she was thinking about mid-October.

- Jennifer explained that the Senior classes have an average of 25-32 attendees, which required us to order some more weights and replacement bands. Gary asked how big her largest class was, and Jennifer answered that she has had as many as 45, but there have been a few classes with 43 participants.

-I will be attending the Midwest Mania Fitness Education series in October.

-Laura inquired if all instructors are certified in the classes that they teach. Jennifer verified that they are, and that she has required that of her instructors.

-Laura then asked why the R.I.P.P.E.D. class was only offered once a week when there are multiple instructors that are certified. Jennifer explained that of the 6 R.I.P.P.E.D. certifications that have been reimbursed by the Park District, only 3 instructors remain on staff. Also, only 1 person is currently able to teach the class. Jennifer reminded the Board that they have amended the Instructor Agreement form to try and avoid this situation in the future.

**CORRESPONDENCE: NONE**

**UNFINISHED BUSINESS:**

**A. Capital Improvements:**

1. Roof Replacement:
  - a. Vern verified that the company delivered their forklift today.
  - b. Other materials will be delivered by Friday and work should start Monday.
2. Aquatic Center:
  - a. Sandblasting and repainting the lap and plunge pool will start once the roof is done.
  - b. The pumps will need to be worked on during the winter.
    - 1) The Board needs to decide which direction to take regarding the impeller issue.
    - 2) Either the St. Louis Foundry can cast a mold to make new impellers of a different metal, which will be more expensive for the mold to be made. (\$3,000 / \$1,500)
    - 3) Or research the options to solve the cavitation/aeration issue and find out if there is a component that can resolve the issue. (i.e. motor adjustment)
      - a) It is an engineering issue that needs to be redesigned by the manufacturer.
      - b) Finding a way to adjust the motor to manipulate the pressure “might” work.
    - 4) Bob asked if cast iron was a more durable option, when considering the Foundry.
      - a) John answered, yes, and that Dave Schonauer, of the Water Dept., reported that it worked for them, but it may not be the same issue as ours.
      - b) Bob asked what the current impellers were made of, which John verified that brass was factory issued.

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- 5) Dave suggested the possibility of contracting a metallurgist to find a metal that would withstand the pressure and chemicals.
  - 6) Gary inquired as to how many impellers are used at one time, which Vern answered that there are 3 used.
  - c. Vern and Tony will take apart the pumps to examine how much damage they sustained and report back to the Board.
3. Memorial Park: See Operation Supervisor's Report.

**NEW BUSINESS:**

- A. Laura Duffer made the motion to approve the selection of First Midstate, Inc. as Underwriter/Placement Agent and Chapman and Cutler, LLP as bond/disclosure counsel to the Underwriter/Placement Agent with respect to the Park District's General Obligation Limited Park Bonds, Series 2019. Bob Thomas seconded the motion, which passed unanimously after a roll-call vote.
- B. OSLAD Grant: See Director's Report.
- C. Fiscal Year 2018 Audit Report: The Board had no questions.
- D. John stated that Dr. Gillen had spoken to him about the local Airplane Club (electronic) using the end of the driving range, in the back corner, towards the Shop.
  1. They would need to lay out a carpet, which is 150 feet long, for the runway.
  2. The carpet would remain in place.
  3. The Board asked that John let Dr. Gillen know that they are fine with their plan, but to advise them that the grounds are under the Logan County Airport's glide path.

**EXECUTIVE SESSION: NONE.**

**ADJOURNMENT:** Seeing no further business, Laura Duffer moved to adjourn the meeting, Bob Thomas seconded the motion. The motion carried. Adjournment: 7:00 P.M.

**NEXT MEETING:** The next meeting date will be Wednesday, November 09, 2019 at 6:00 P.M.