

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
FEBRUARY 12, 2020**

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, Laura Duffer, Dave Perring and Bob Thomas. None were absent. Attending from the Park District were Abby O’Brien, Angie Coombs, Jennifer Prather, and Jaylee Swinford. Vern Haseley was absent.

MINUTES OF MEETING – Minutes of the January 09, 2020 meeting were presented to the board for review. Don asked if there were any questions, comments or suggested changes. Since there were none, Dave Perring made the motion to approve the minutes as presented, and seconded by Bob Thomas, which passed after a unanimous, roll-call vote.

*Vern Haseley joined the meeting at 6: 02 pm.

RECOGNITION OF VISITORS:

- A. Patrick Langley, member, introduced himself to the Board and explained that he wanted to discuss some concerns that he and a few other patrons had regarding the weight room. Patrick stated that some people had voiced concerns, after seeing various improvements to the cardio area, that the weight room has been neglected over the years. He pointed out that some of the most popular pieces of equipment either needed to be replaced or had essential components that should be. For example, he brought an attachment to show how warn it was where the cable attached, which could cause injury when it eventually breaks. Patrick explained that some patrons had voiced concerns that those who use that portion of the facility pay more than all the other patrons, but less improvements are seen in that section. Also mentioned was concern that some Desk Supervisors can be very strict on the policy regarding dropping weights. Patrick explained that some members do lift heavier weights than others, and the heavier (300lbs +) the rack/bar, the louder it sounds when sat down. He did admit that there are a few younger lifters that sometimes do lift more than they should and sometimes, weights are dropped. However, it is does not seem to happen as often as the Desk Supervisors think, and usually it is just the heavier weights being sat back down. The problem is that some patrons have had arguments with the Desk Supervisors about the issue. Patrick did suggest there are options to help the situation, but space is an issue. Dave inquired about one option being tire bumpers, which Patrick and Gary verify that there is one there already that does get used. Gary inquired about patron requests for the weight area. Patrick listed another squat rack, which he had already spoken to Abby about, and a specific bar for dead lifts. Also, he stated that fixing some of the current equipment would be nice, as well as adding a padded box and adding some leniency to the noise policy regarding “dropped” weights. Dave asked which option Patrick thought to be the better option; pads or the bumpers, which he stated that both worked well for different pieces of equipment. Gary inquired about the current procedure in place to report issues and equipment needing serviced. Patrick stated that most notify the Desk Supervisors or Jeff directly. Abby stated that one of her current goals is to inventory equipment in both the cardio and weight areas to inspect and list what needs to be services and/or replaced/updated. She stated that suggestions and requests would be appreciated, and Patrick agreed that the consensus of patrons he had discussed issues with

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would like to be included. Laura suggested that a survey of patrons be conducted to get a better idea of members' suggestions and requests. The Board agreed that patrons and members are welcome to bring any suggestions and/or concerns to the attention of Jennifer and Abby. Patrick thanked the Board for their time before exiting the meeting.

- B. Steve Smith, Clean Energy Design Group, Inc., introduced himself to the Board and gave a little background on his work history here in Logan County, including his previous tenure as the President of the Chamber of Commerce. Mr. Smith proceeded to explain that his company specializes in working with non-profit organizations install solar projects in 12 states to take advantage of solar renewable credits currently available. Not only has he worked on the local projects at both Lincoln College and the High School next door, but he is also working on contracting a site with the hospital. Mr. Smith believes that the Park District can greatly benefit in the program, which would help reduce electric usage by an estimated 85% annually. He stated that the City is considering the possibility of installing a system for the water district, albeit via another company. After meeting initially with Abby and Vern, Mr. Smith had researched the electric usage for the 2 biggest meters over past year. His company has worked with The Garland Company previously, and he was able to contact them to inquire about the roof space to determine the best location for a roof top installation, which would not require any damage to the roof. Mr. Smith explained the rack/conduit/clamp system which avoids having to add any holes in the roof surface. He even explained that an area of the driving range can be utilized to run solar power to the shop/diamonds/pool. Dave inquired about the percentage of the bill that Mr. Smith believes is attainable in solar power, which he stated that the current proposal was for 86.5%. Mr. Smith stated that should the Board decide to move forward, his company would contact Ameren to start the process of switching the system. He stated that Ameren tends to want to control/monitor the process so that it is done correctly. Mr. Smith explained that solar panels in orbit are reported to be 35% efficient, and move to track the sun, but the stationary panels that will be installed are 20% efficient. The proposal has no cost to the Park District over the life of the system, but does include the option to purchase after a designated period. Where non-profits are not eligible to take advantage of the program and tax breaks themselves, investment firms, such as his company are. Dave inquired about the event of equipment issues or damage, what the process is for those circumstances. Mr. Smith explained that, per the contract, the Company is responsible for maintenance and repair of not only the equipment, but also includes the surrounding 6 feet of land. This is detailed in the lease agreement, which is part of the contract, for the land where the system is to be installed. The contract is for 20 years, with the option to purchase the system at 15 years, as previously mentioned. Dave asked what would occur at the end of the 20-year contract. Mr. Smith explained that the system would be evaluated for worth before the parties would decide further action. Regarding the gas pipeline on the property, Dave asked if there would be any concern from the Gas company with the solar installation, which Mr. Smith stated that there would not be. Don stated that he felt that the Board needed additional time to review the proposal before taking any action. Mr. Smith stated that he would make himself available to meet with the Board to continue the discussion, as it was a time sensitive matter. Mr. Smith listed a few other systems that his company installed, which are up and running, as well as the website for

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the Board to research and review. Abby agreed to contact Mr. Smith with the day and time of the additional meeting, to allow time for the public to be sufficiently notified. Mr. Smith thanked the Board for their time before exiting the meeting.

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

GENERAL	-	\$	3,874.81
RECREATION	-	\$	2,860.34
CAPITAL IMP.	-	\$	3,832.23

Don inquired about the payment to Blue Tarp Financial, which Angie explained that the company did the billing for Northern Tool; from which Abby approved ordering a new machine for welding in the shop, including the extended warranty. Don then asked about the payment listed for Design Perspectives, which Angie explained that was the company contracted to create our Master Plan. Gary inquired about the payment issued to Deluxe, which Angie verified that every 2 or 3 years we order checks and purchase order books. Laura Duffer 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, 2020.

RECREATION	-	\$	-17,818.62
GENERAL	-	\$	85,927.53
CAPITAL	-	\$	1,439,052.59
AUDIT	-	\$	4,791.17
LIABILITY	-	\$	69,301.08
2014 DEBT CERT & INT.	-	\$	28,838.48

DIRECTOR'S REPORT – ABBY O'BRIEN

- The lockers in the Fit Zone and locker rooms have been free, but we have had several requests for lockers. Jennifer and I have been working on creating a new tracking and billing system. So far, we have rented 36 lockers which has brought in around \$1,400.00. Laura inquired if the rental term was 6 months or a year. Abby verified that both terms are available.

- Phil Martin, of Martin Engineering, and crew had completed a site visit to further discuss the road project and it has been decided to push the project back until the fall, since construction would likely continue into June, which would interfere with both the ball schedule and pool attendance. During the inspection, there were a few details pointed out that would be issues and caused the price to increase about \$20,000.00. For example, Phil recommends adding some paved handicap parking behind the Legion burn, which would fit up to 6 vehicles. Also, we have decided to angle the Complex parking (instead of proposed perpendicular) which will add a few spaces for patrons. Vern added that upon further inspection, the engineers are now proposing that the culvert in the ditch be rerouted a little so that run off can be connected to the drain in the pool's field connection. Dave inquired if the roads would be widened at all, which Vern stated that they would not be, however, the rock median by the Front Office would

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be removed. Vern added that the lighting is not included in the cost, but that he agreed that the paved Handicap parking should be added. Gary agreed that if the number of ADA spots is in accordance with State law, then the updates should be added, if the cost wasn't prohibitive. Bob also agreed that if it needs to be done then it should be done, stating that we don't want to skip it and then need to revisit the issue later when it would most likely cost more. Abby stated that adding the gravel area behind legion's outfield, originally not included, would increase the project cost \$45,000.00. Gary asked if the drain caused the higher price, which Vern verified that it did. Jennifer pointed out that construction costs would certainly be higher, if this section was left out and revisited in the future. The Board reached a consensus to include the gravel section behind legion's outfield in the road project and asked Abby or Vern to notify Phil Martin about their decision. Abby stated that she would request an updated project plan to include the gravel section around the drain.

-I will be meeting with Jeff to review the equipment in the cardio and weight room. I have already spoken with Jen and Jeff to see about ordering another squat rack and a few other attachments that had previously been brought to my attention. Laura stated that even though the weight area had not necessarily been neglected, she did think that it needed to be updated. Gary did point out that the treadmills had been previously updated over the past few years. Vern suggested scheduling regular inspections of equipment to look for what needed serviced and/or replaced or updated.

- The Master Plan is at the point where Design Perspectives has completed the survey, which we will be advertising to the public.

-John and I have attended the City Council meeting to discuss the Park issue. Unfortunately, two council members seemed to have a negative opinion, but the others seemed to be open to the idea. Angie and I have met with Kevin and Sam, then held another meeting with Tracy and Steve. Kevin had requested some information before our meeting and voiced concerns about the Park District levying taxes to improve the parks. I explained that we are currently maintaining them under our current levy, but in order to include them in any future projects eligible for OSLAD Grant monies, the land must belong to the Park District. Angie stated that the desire was to take advantage of the matching grant to be able to improve the parks. Tracy stated his concern that the Park District would potentially sell the land for profit in the future. Abby informed him that state law forbids that. Tracy then stated that the council has requested that the City's attorney research the matter further. Abby asked the Board for their thoughts on the matter. Vern suggested that the intergovernmental agreement be revisited and ask the City to clarify what the term "maintain" is to entail. Laura stated that the City should be asked to produce the agreement for review, which Don agreed that we should request a copy of the original agreement. Abby did state that the councilmen had inferred that even if the City does decide to deed over the parks, they had voiced the interest in maintaining control of the park usage after the deed transfer. The Board decided to table further discussion until the original intergovernmental agreement can be reviewed.

OPERATIONS REPORT – VERN HASELEY

-Vern will give his report as we discuss items listed under Capital Improvements and New Business later in the meeting.

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PROGRAM REPORT – JAYLEE SWINFORD

- Pickle Ball clinic was held on Feb 2nd and had 12 participants.
 - The Sweet Heart Dance had around 70 attendees, from which we received several compliments.
 - Lincoln College students will be teaching music lessons this spring; 5 instrument options.
 - Pickle Ball league will be held on Thursday evenings, with 24 participants, 5 subs, who will use all three courts. We may also have a league during the day later this spring.
 - I have been working with Jody Phillips to schedule at least one painting class per month.
 - Jr. Railer basketball finished.
 - I have taken fliers to the schools for our upcoming baseball, softball and tee ball programs, which will begin the registration period soon.
 - I have been working with Jen to put together a job fair for the summer, seasonal help.
 - Abby and I have been discussing the idea of having a summer day camp. Don queried if licensing would be an issue. Angie stated that the number of licensed staff required typically depends on the age and number of children.
 - I am working on putting together the summer brochure.
- Gary inquired if Jaylee needed any contact information for the league officials that he could possibly provide. Abby stated that she had been going over some of that information with Jaylee, and that they had checked with Tremont about the draft being scheduled in April. Gary then asked if they had Decatur's contact info, if not, he could provide that. Jaylee stated that the Riot has already contacted the Park District to schedule diamond reservations.

FITNESS MANAGER'S REPORT – JENNIFER PRATHER

- January attendance was 1,523, which is higher than the previous two Januarys, even though Jacki had more classes on the schedule than Jennifer currently offers.
- Emily will be offering a level 2 yoga class after her level 1 was well attended with several compliments.
- Taylor will be offering a series of Mom & Baby classes.
- Taylor and I went to Barre Above training in Champaign, and she is now certified to instruct.
- Our Football Frenzy event was well attended with 17 attendees and 5 instructors rotating throughout the class. The feedback was very positive.
- The wellness walk has had more seniors attend recently.
- I have coordinated a Health and Wellness series with Schneider Chiropractic where once a month, they will give a presentation; Feb – Low back pain; Mar – Arthritis. February had 24 attendees, and I have contacted local business about donating coffee for the event and the Park District will purchase other refreshments from them.
- Spin classes have picked up in February with our Heart Health promotions.
- Abby and I have been working on the new locker rental system.
- Jaylee and I have coordinated our efforts to amp up our social media posts and content. Also, we have worked on the content for the advertising tvs, and the slides that will be rotated in with our advertisers to promote our facility and programs.

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- I have confirmed the date of this year's Run Hog Wild 5K, which will be June 6th.
- March and April's schedule is in the works.
- The Senior class has an April potluck scheduled, which they all look forward to.
- Rachael has been teaching Zumba and has brought in an average of 8-10 people paying the daily fee to attend her class each week.
- In January, we hosted a Spin Instructor Certification class, which included a few of our own instructors and other from Springfield, Chicago and the Quad Cities. The instructor was very impressed with our facility and we have been asked if we would be interested in becoming an official Spin© studio. Should we become an official site, our facility and classes would be advertised on their social media as well as ours. There has already been another certification date scheduled for June.

Don inquired about when the Wellness Expo was scheduled to take place. Abby stated that ALMH and Health Department decided that the community would be better served if they held screenings at the facilities themselves and the weekly farmer market during the summer. The event that is scheduled to be held at the Park District is the youth program, aimed at 4th graders in the community. Gary queried if there were any other activities planned in collaboration with ALMH? Jaylee stated that she was working with ALMH regarding summer movie possibilities.

CORRESPONDENCE: NONE

UNFINISHED BUSINESS:

A. Capital Improvements:

1. Roof Replacement:
 - a. Final coating still needs to be applied this spring.
 - b. Locker & laundry room area is next to be replaced.
2. Road Project – See Director's Report.

B. Aquatic Center:

1. Impellers have been sent off to have them cast out of cast iron.
2. Gary inquired if the current, newest impellers would last through this season, which Vern stated that they should hold up for one more year.
3. Dave asked if anything had been done to fix the cavitation issue, but Vern stated that the system would most likely need to be re-engineered and that was not even a guaranteed fix. Another possibility would be switching the motor to a variable speed option, but, again, there is no guarantee that the issue would be resolved.
4. Gary asked if the engineering fees would more than likely be more expensive than the casting method, which Vern thought that engineering fees would be cost prohibitive. He reminded the Board that engineers had designed the system during the 2014 Pool Project.
5. The Board reached a consensus that sending the impellers to the foundry to be recast in iron was probably the best remedy for this situation.

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C. Memorial Park:

1. Gary stated that Pheasants Forever had the seed ordered and the ground just needs to be prepared for planting.
2. Vern stated that he would be prepared to spray in the Spring; both in Memorial Park and on the driving range.

NEW BUSINESS:

- A. City Park: See Director's Report.
- B. Angie asked that the Board review at the Profit & Loss reports, with exception to the Recreation Fund, as she and Abby had been working on integrating the budget for comparison to actual expenses. Since the Recreation Fund is a little more detailed, it will take longer to successfully input the budget.
- C. Before seeking a motion to adjourn, Don asked the Board to review their calendars to schedule another meeting to further discuss the Solar Energy Project. After some discussion, Don asked Abby to contact Mr. Smith to notify him that Thursday, February 20, 2020 would be the supplemental meeting. The time of meeting was scheduled for 4:30 p.m., and Angie would be posting notice to the public, as is required.
- D. Abby stated that she wanted to clarify the steps that she would take regarding the City parks. She would request a copy of the intergovernmental agreement from the City Administrator and inquire about the possibility of amending the agreement. The Board agreed that the existing agreement first needs to be reviewed before further action can be taken.

EXECUTIVE SESSION: NONE

ADJOURNMENT: Seeing no further business, Laura Duffer moved to adjourn the meeting, Gary Nodine seconded the motion. The motion carried. Adjournment: 8:15 P.M.

NEXT MEETING: The next meeting date will be Wednesday, March 11, 2020 at 6:00 P.M.