

**LINCOLN PARK DISTRICT
BOARD MEETING MINUTES
NOVEMBER 12, 2025**

CALL TO ORDER – At 6:02 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, Bob Thomas, and Sam White. Dave Perring was absent. Staff in attendance included Becky Strait, Vern Haseley, Allison Baker, and Angie Coombs. Jennifer Prather was absent.

MINUTES OF MEETING – Minutes of the meeting in September were presented. Don asked if there were any questions, comments, or suggested amendments. Bob Thomas made the motion to approve the minutes as presented. Sam White moved to second the motion, which then passed after a unanimous roll-call vote.

VISITORS –

Kevin Wills, of Bernardi Securities, greeted the Board and provided the Board with an update on the Bond process. The PTEL limit is set at \$854,000 for this year’s bond issuance. The current bond has the payment due by December 15th, which will be the same for this next issuance. The bid sheets will be distributed to potential investors within December and early January so that the award can proceed to issuing bond funds in February. Kevin plans to cast a wide net by inviting bids from local entities and others within the state. Bernardi Securities will work with Becky to advise and determine the limits for the taxable and tax-exempt bonds, and decide which offer is the best fit for the Park District. Kevin did report that the short-term interest rate is currently lower than last year’s issuance. The Ordinance on the Agenda this evening authorizes Becky with the authority to approve the term sheets prior to going out for bids, accepting the lowest bid, and authorization to sign documents pertaining to the process. Kevin then asked the Board if they had any further questions on the matter. Seeing no further discussion, Kevin thanked the Board for their time and business prior to exiting the meeting.

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

GENERAL	-	\$	17,117.09
RECREATION	-	\$	8,770.96
CAPITAL IMP.	-	\$	18,529.50

Don inquired about the Frontier bill. Becky explained that Angie had been working on trying to resolve an issue with the account and had withheld one payment while she was trying to get an answer. However, the matter of the tax-exempt status has not yet been resolved, so both bills were included in this month’s report. Angie stated that she had been told that the cost increase had nothing to do with the tax-exempt status one month, but the next month when she called, she was told that there was no certificate on file. Per Angie, she had been in contact with Frontier’s Customer Service’s Billing Department trying to resolve the issue several times over the past few months. They stated that she can apply to have the taxes charged to be refunded once the certificate was correctly recorded on the account. Becky explained that other plan options were also in process of review as the fees are almost double what they were last year, and nothing has

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changed on the Park District's end. Becky stated that LPD needs to consider shopping around for other plans and providers.

Gary Nodine the motion to approve Accounts Payable as presented, which was seconded by Bob Thomas, and passed after a unanimous, roll-call vote.

Gary added that, upon further review, he noted that tracking energy usage is made more difficult by multiple vendors. Becky agreed with that statement, citing why it took a while to do a comparison as was requested by the Board. Angie pointed out that there are 5 meters to track, and there is a separate invoice for the gas supplier, 2 solar companies, and Ameren still charges for "handling/supply" feeds.

CASH FLOW –

Angie informed the Board the Real Estate Tax monies have been disbursed to the appropriate funds. With those monies in the proper accounts, Angie was able to reimburse the Recreation Fund's portion of payroll back to General Fund through most of the year. The final payment is due sometime in November.

Otherwise, program and facility income is still going well.

EXECUTIVE DIRECTOR – BECKY STRAIT

- A Slideshow presentation was displayed:
- Recent events include the Jr. High's Spark Career Fair, which LPD hosted this year. Halloween's Fun Fest was well attended and plans for Christmas are in the works.
- Exchange Club Park:
 - The maintenance crew have been working to install the new features at Exchange Club Park.
 - A neighbor of that park called to complain about the length of the project.
 - Becky informed him of the contractor and weather-related delays, he was understanding.
 - The neighbor relayed to Becky that there was a time where a "homeless" individual was observed sleeping in bushes.
 - Becky reached out to Jefferson Street Church to inquire if they were aware of the situation, and the discussion progressed to discuss the parking lot.
 - The concern about parking was being raised, partly because some of the playground supplies were deposited in a couple of parking spots, and the limited street parking.
 - Becky did apologize about the materials having been deposited on the parking lot and assured the Church that it was not LPD's intention, but that was the result.
 - Vern did say that he had spoken to Church staff about the matter prior to the delivery, as the best place to unload the material required using the parking lot to access that side of the park, and had asked for it not to be deposited on the parking lot, but rather the LPD ground.
 - Becky stated that the Church offers valet parking during their service, and the material blocked a couple of those spaces reserved for that service.
 - Bob questioned if the material, delivery, and removal process damaged the parking lot, which was verified as that it was not damaged.
 - Becky was invited to speak to the Church council on the matter of the parking lot, but their meeting date/times coincide with LPD's monthly meeting.
 - Vern stated that the "homeless" individual previously mentioned had also camped in a trailer all summer, but was parked on the Church's lot, in the back corner.

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- Becky informed the Board that the basketball & pickle ball lines had been painted.
- Becky questioned if there was a possibility of sand from the volleyball court migrating onto the basketball court, which may then become a slip hazard.
 - She pondered aloud the effectiveness of adding fencing around the volleyball court.
 - Vern stated that the sand will always be uncontrollable regardless of efforts to do otherwise.
- Becky mentioned that she was considering a ribbon cutting ceremony next spring when the park will be green.
- North Parking Lot Improvement Project:
 - Becky stated that the lines had been repainted and the traffic flows better now.
 - The Ballroom driveway is finished, with a new fence, and looks great.
 - The landscaping does have a 1-year warranty, as there were some concerns about how well the seeding would take since it was done at the end of the season.
 - It was done right before a cold snap.
 - Contractor is willing to put this in writing.
 - If the Board has no other issues, once the warranty is in hand, Becky asked for approval to send the final payment.
 - The Board reached a consensus to send the final payment once Becky receives the landscaping warranty from the contractor.
- Inter-governmental Agreement with Lincoln Community High School:
 - Becky informed the Board that Mr. Stricklin spoke to her about the matter of the “proposed service road” on LCHS property. According to Mr. Stricklin, there are no plans to install a road, and he queried if the Board would continue to allow specifically the maintenance truck, which is a regular vehicle, to access their maintenance shed from the LPD side of the fence.
 - Sam stated that there may have been a plan at one time, but when the field and diamonds were remodeled a few years ago, the new bleachers were installed to where there is not enough room for a service path to be installed.
 - Becky did state that Mr. Stricklin did understand the Board’s wish not to have construction equipment traffic utilizing that path.
 - Gary inquired about the status of the retention pond and fence along the LCHS property, and if that would be a hinderance for LCHS’ access.
 - Becky and Vern both agreed that pond should not be an issue as it does not retain water to require a fenced perimeter.
 - Vern stated that the LCHS maintenance crew have a key to the gate.
 - Vern also verified that he checked the retention pond, and it did not hold water for more than a few minutes.
 - Bob Thomas made the motion to allow LCHS maintenance personnel to drive their regular truck, excluding any construction equipment, on LPD’s access road.
 - Gary Nodine moved to second the motion, which then passed after a roll-call vote from which Sam White abstained due to potential conflict, but all others voted “aye”.
 - Bob asked if there was any valid reason for a bus to go beyond the front fence, but Gary stated that the provision was mostly to keep cars out for safety reasons.
- Administrative Office Plumbing:
 - Becky informed the Board that she was planning to push the project to the fall schedule, which would allow more time to go through the bid process.
 - The Craft Room, by itself, should fall under the bid threshold.
 - Gary asked for the limits to be listed again.

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- Becky verified that materials must be under \$60,000 and labor under \$30,000.
- Bob questioned the projected expenditures for 2026.
- Becky provided a quick breakdown of the Capital Improvement Project schedule:
 - Plumbing – Estimated \$60,000.00; budgeted amount \$75,000.00.
 - Craft Room Remodel – Estimated \$25,000.00; budgeted amount \$35,000.00.
 - Breezy Light repair - \$40,000.00 budgeted.
 - ADA Entrance/Exit door upgrade - \$100,000.00 budgeted.
- Gary requested more information on the ADA plan, which Becky reminded the Board that they had previously discussed phases.
 - Becky explained that Dustin, of Givisco, gave her the overall estimate of \$160,000, but that he felt the electrical came in high and wanted to get another quote from a different contractor.
 - Becky informed the Board that the Administration Building's front entrance would need to be a priority, as the current door needs to be replaced since it is beyond repair.
- Fiscal Year 2024 Audit:
 - Becky informed the Board that the Audit Report has been finalized.
 - The Illinois Comptroller sent out emails, which the Board should have received, that the State would be implementing late fees this year.
 - LPD was able to file the report by the deadline.
 - Included in the Board packet was a list of some recommendations from the Auditors to help improve policy and procedures to facilitate the next audit.
 - Becky and Angie are working to coordinate the implementation of these recommendations, and to update policy and procedures accordingly.
- Maintenance Position:
 - At the October meeting, Becky reported that Doug would be starting the following Monday.
 - Doug came in the Friday after the October meeting and everything was good for Monday.
 - Come Monday, Doug neither arrived at work, nor called to say that he was coming.
 - To date, Doug has not replied to any of Becky's attempts to contact him, so she is unsure of why he changed his mind on the position.
 - Becky informed the Board that the position needs to be posted again.
 - Vern stated that the individual needs to be mechanically inclined, as that is a significant part of the job requirement.
 - Sam inquired about the pay rate in case he spoke to someone and they asked.
 - Becky explained that the starting rate is set at \$19.25/hr or \$41,000 to start.
 - Angie pointed out that there is a cushion in the budget so that, if the Board chooses to, the candidate could receive up to a \$1.00 raise after the 6 months.
- OSLAD Grant:
 - Becky reminded the Board that a 5-year plan is part of the application process for OSLAD grant funds.
 - Becky spoke with Dale Schaffenacker, owner of Playground Supply Company, who explained to her that he has worked with a company in Jacksonville, that has been quite successful in helping smaller entities apply for and be awarded OSLAD grants.
 - Per Dale, some of the communities that have been helped have less than 500 residents.
 - Dale was unsure, but he believed that the firm may not charge a fee unless the grant is awarded to that entity.
 - Becky has reached out and hopes to meet with the contact provided by Dale.

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- Becky also informed the Board that she learned during the IAPD's annual Legal Symposium, that there are stipulations on the OSLAD grant for "distressed communities" that were not previously shared.
 - If the project location is not encompassed by the qualifying sector of the distressed community, the project would not be 100% funded, but rather 90% funded.
 - Therefore, Memorial Park, would likely require LPD to contribute 10% of the project cost.
 - Sam commented that the City's parks would likely qualify for the 100% funding.
- Security; Heart Solutions:
 - Becky informed the Board that LPD is ready to issue a 60-day notice to George Alarm.
 - Heart suggested submitting the letter early to open communication about the possibility of early termination and/or discussion pertaining to the transition and any matters needing to be discussed prior to the contract ending.
 - Becky reported that Heart Solutions agreed to a \$5,000 downpayment in 2025, with the balance for the upgrade to be paid in 2026.
 - The monitoring is a separate contract, which is estimated to cost \$1,500 for the first year, and around \$540 each year after.
 - Gary commented that their monitoring service cost less than George Alarm.
 - Sam pointed out that the service was better as well, including service calls.
 - Becky pointed out that the equipment needed to be updated regardless of which company provided the service, but Heart has a much more reasonable fee.
 - Becky explained that Heart also offers phone service, which was something that she would be researching further.
 - The Heart representative stated that they may be able to work with the existing phone equipment and may also be able to update some equipment.
 - Becky has a few options to review.
- Becky reminded the Board that the Christmas party will be December 20th, in conjunction with Jon Young's Winter Dance and its catering. Dinner will be held in the Railer Room and the dance will follow in the Ball Room.

SUPERVISOR OF OPERATIONS - Vern Haseley

- Vern reported that they had Breezy's one bracket of lights down for repair.
- Vern was able to aerate the diamond outfields, but both Legion and Pony were "fried" and need some TLC next spring.
- A large tree within Memorial Park had to be cut down, as it was dead and leaning dangerously. The trunk was also split quite a bit. Bob asked if the job would need to go out for bid, but Vern stated that Dan Bree could do it easily, especially since it was next to the playground and pavilion.
- All the concession stands and pool pump house have been winterized for the season. However, Vern stated that Allen has a small issue with the water heater, and it not being used enough to cycle water through the tank. Becky questioned if a tankless unit would be more efficient and avoid the water getting stale from lack of use. Gary asked how often the concession stand is used and Allison verified that it is used the least of all three. Allison proposed that she can go out there weekly during the summer to do inventory and run the water to avoid stagnation issues.
- Vern stated that the shop needed a new laptop.

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PROGRAM REPORT – ALLISON BAKER

- Allison informed the Board that the Halloween Fun Fest was a success, and that she had heard a lot of positive feedback from the public. She had 10 NHS students volunteer to help with the approximately 350 kids with their families. Allison did thank the Board for approving the Front Office hours to be adjusted the next day and Monday after the event to allow staff time to clean and recoup as it is extremely helpful. Becky agreed and stated that staff can reset some areas that are difficult to manage while the facility is fully open. Don queried if it would be beneficial for the Front Office to be closed to the public one day per quarter to better maintain the organization year-round.
- The Kids in the Kitchen fall session was full, and the winter session is scheduled for December 16th, with 6 registered so far.
- Letters to Santa had 75 registrations the first night that it was open, and 130 have been submitted to date. Letters will go out 2 weeks before Christmas.
- So far 12 have registered for the PJ party with Santa. This year, the event will be held on Friday December 5th, and participants will have a pizza party and crafts while they wait to visit with Santa. Jon Young helped Allison find a new Santa, and he is excited to partner with LPD for the event. He is willing to give LPD a discount on his usual fee as well. D.A.R.E. donated towards the event, which will help, as there is a \$5 fee for each parent/child. Val and a few of the Special Event Staff have signed up to help with the event.
- Allison was able to coordinate a few paint nights with a lady that works at DOC. November 25th is a Reindeer Paint Class.
- Allison is speaking with someone about possibly teaching a tennis clinic for youth in January, and he is also open to individual lessons.
- Co-Ed Volleyball registration is open, with games scheduled to start in January.
- Jr. Railer registration has been extended a week. The skills assessment is scheduled for Saturday. Sam inquired about the registration numbers, and Allison reported more girls than boys this year. She thinks that local schools have adjusted their programs to include younger boys, which accounts for the lower numbers of boys. Becky added that the process of selecting teams was automated to avoid coaches “cherry-picking”, which may have been a deterrent for some parents. Sam agreed that it was an issue in previous years. Allison verified that she advertised it as an “automated draft” done by the computer software. Becky also mentioned that the local YMCA has made changes to their program, which now conflicts with LPD. Sam questioned the previous “gentleman’s agreement”, which both parties had made to not duplicate services and/or interfere with each other’s programs. Becky stated that perhaps LPD needs to touch base with the new leaders of the local YMCA, which may be simply utilizing Springfield’s schedule for Lincoln. Allison reported that she was able to find a new T-Shirt vendor, which was offering \$6/shirt when the local prices are around \$10 each.

FITNESS MANAGER: JENNIFER PRATHER

- Group Fitness Class attendance for October was 898 compared to last year’s 802.
- The last Meet & Mingle had 14 attendees, and the next one is on November 21st.
- Spin® Classes in October had themed rides and good attendance.
- Equipment Orientation had 6 sessions, 2 of which were non-members, and a few purchased memberships after their session.
- Carol Chapman is our new instructor.

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- The Health & Wellness presentation focused on health tips, and had 5 in attendance.
- Jennifer mailed out invitations to vendors for the Wellness Expo and 8 have responded.

CORRESPONDENCE:

Becky informed the Board that she received an anonymous letter from a patron stating that they had not been allowed to park in certain areas when attending baseball games, and they have seen cars parked there this past season. Vern verified that there are barricades in place to prevent traffic from going behind Pony, but they have extended some parking. Becky agreed that there had been a discussion previously about allowing some cars behind Legion & Pony, but only to a point. Vern stated that the Board might consider adding some parking behind the softball triplex, where the outfield fences were moved in, but that may not be desirable for various reasons. Gary pointed out that if you go most places, including Wal-Mart, that there is a distance for people to walk.

UNFINISHED BUSINESS:

A. Capital Improvements:

1. Park Improvement Projects: See Executive Director's Report.
2. North Parking Lot Improvement Project: See Executive Director's Report.
3. Ballroom Drive Replacement/Dumpster pad addition: See Executive Director's Report.
4. Solar Savings Review: See Accounts payable discussion.

B. Aquatic Center: None.

C. Fiscal Year 2024 Audit Report:

1. Becky drew the Board's attention to the copy included in their packet.
2. Again, Becky mentioned the list provided of suggestions to add protocol of review & approval process by Executive Director and the Board.
3. There was a question regarding the Sick Time policy that Becky wanted to discuss with the Board.
 - a. Becky explained that the policy reads one way, but Angie had been instructed by her predecessor that it was read and implemented a different way, which was questioned by the auditors.
 - b. The auditors accepted the explanation but recommended that the policy be clarified.
 - c. Becky read the current verbiage of said policy and explained that Angie had been instructed to count instances where sick time was used as "one day", so even using an hour for a Dr. Apt went against the count of 3.
 - d. Whereas the auditors initially viewed it as a total of 24 hours as the 3 days.
 - e. Using the total number of hours used as sick time instead of each instance equals one "day", this would prevent employees from not accruing sick time for months when they did not use a full 24 hours of sick time.
4. Angie recommended that if the Board wished to change the policy for clarification purposes, to make the change effective upon the new year, which is when the PTO numbers either expire or roll over, depending on the type.
5. Becky also mentioned that Angie had been instructed that if an employee used another form of Paid Time Off (PTO) in lieu of sick leave, that it also counted, and asked the Board to clarify that distinction as well.
 - a. Unfortunately, the instructions were not provided to Angie in a written format, only verbally, and there is no documentation to support nor contradict what she was told.

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- b. Therefore, Becky requested that the Board provide their current interpretation to clarify the matter at hand and to avoid future confusion.
- 6. Gary Nodine made the motion to amend the employee handbook to clarify that an employee must use 24 hours (3days) of sick leave, and only sick leave, to qualify for the accrual rule of not being eligible to accrue for that month.
- 7. Sam White moved to second the motion, which then passed after a unanimous, roll-call vote.
- 8. Gary inquired if the report was filed in time, which Becky verified that the Auditor did work to make sure that LPD met the filing deadline.
- 9. Becky informed the Board that she did speak to Sally Turner on the matter, as requested, and she was interested to learn about the shortage of auditors available to provide the service.
 - a. Sally is intrigued by situation, and interested in finding a solution, including the matter of the cost of service, which can be rather expensive for smaller entities.
 - b. She offered a few names that she was familiar with, and plans to bring the matter up for discussion.
- 10. Bob Thomas made the motion to approve the audit report provided by MH CPAs.
 - a. Gary Nodine moved to second the motion.
 - b. Motion passed after a unanimous, roll-call vote
- D. Authorization of sale/conveyance of Park District Property: NONE.

NEW BUSINESS:

- A. Ordinance#365: An Ordinance providing for the issuance of not to exceed \$840,000.00 General Obligation Limited Park Bonds of the Park District for the payment of lands for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the Park District, for the payment of outstanding obligations of the District and for the payment of the annual tax to pay the principal and interest on dais bonds, and authorizing the sale of said bonds to the purchaser thereof.
 - 1. Sam White made the motion to adopt Ordinance#365 as written.
 - 2. Gary Nodine moved to second the motion.
 - 3. Motion passed after a unanimous, roll-call vote.
- B. LCHS IGA – Maintenance Road / Gate Access: See Executive Director's Report.
- C. Jefferson Street Christian Church – parking lot: See Executive Director's Report.

Executive Session: Same White made the motion to enter Executive Session to discuss Christmas Bonuses. Gary Nodine moved to second the motion, and the motion carried. The Board entered executive session at 7:29 pm.

The Board exited Executive session at 7:45 pm. There was a small discussion about whether to have an hour-related tiered system and concerns about how that would exclude a specific portion of part-time staff, but Gary pointed out that the overall total was not that much and the discussion ended. Gary Nodine made the motion to approve Christmas bonuses as presented. Bob Thomas moved to second the motion, which then passed after a unanimous, roll-call vote.

ADJOURNMENT: Seeing no further business, Gary Nodine moved to adjourn the meeting. Bob Thomas moved to second the motion. Motion carried. Adjournment: 8:01 P.M.

NEXT MEETING: The next meeting will be held on Wednesday, November 12, 2025 at 6:00 PM.