

**LINDENHURST PARK DISTRICT
REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS
COMMUNITY CENTER – BOARD ROOM**

February 12, 2019 - 6:00 p.m.

CALL TO ORDER: The Regular Meeting of the Board of Park Commissioners of the Lindenhurst Park District was called to order by Vice President Solbrig at 6:02 p.m.

PLEDGE OF ALLEGIANCE: Vice President Solbrig led the group in the Pledge of Allegiance.

ROLL CALL: Commissioners Present: Victoria McCabe Commissioner
Sean Smith Commissioner
Todd Solbrig Vice President
Jim Stout Treasurer

Park District Staff: Dave Mohr, Jr. Executive Director/Secretary
Matthew Vanderkamp Superintendent of Recreation

Others Present: Dawn Suchy Village of Lindenhurst
Trustee/Park District Liaison

APPROVAL OF AGENDA: Commissioner Smith made a motion to approve the Agenda as presented; Commissioner Stout seconded the motion. Vice President Solbrig declared the motion unanimously carried on a voice vote 4-0.

REVIEW OF MINUTES: Regular Meeting of the Board of Park Commissioners Minutes of January 22, 2019. Commissioner McCabe made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of January 22, 2019; Commissioner Smith seconded the motion. Vice President Solbrig declared the motion unanimously carried on a voice vote 4-0.

PUBLIC PARTICIPATION: Dawn Suchy, Village Trustee and Park District Liaison Trustee announced the Officer of the Year was awarded to Officer Kuber and the village also sworn in its third new officer in the last 12 months. Officer Holbak was recognized for 15 years of service. Village has been recently dealing with several water main breaks. Results from the village conducted survey were provided.

TREASURER'S REPORT: Discussion and motion to approve bills presented for this meeting Commissioner Stout made a motion to approve the Bill List for January 1, 2019 through January 31, 2019 in the total amount of \$85,536.07; Commissioner McCabe seconded the motion.

ROLL CALL: McCabe Aye
Parkman Absent
Smith Aye
Solbrig Aye
Stout Aye

Vice President Solbrig declared the motion unanimously carried on a roll call vote 4-0.

Update on Park District's Finances and Investments

Commissioner Stout presented the monthly Revenue and Expense Report.

STAFF REPORTS:

Parks Department

Director Mohr reported that Dennis Carroll, Jr., Parks and Grounds Operations Manager, stated that the new pickup truck has been a tremendous asset and has been fantastic through four snow events. All exterior holiday lighting has been removed. Making ice at Millennium has been challenging this year but successful when weather cooperates. Budget meeting with Director Mohr and items presented for next fiscal year. Jacob Andersen, Facility and Vehicle Operations Manager, has been busy in his first month. Handicap button was replaced at main entrance. Purchased two new vacuums, new drinking fountain installed in gym, HVAC filters replaced and floor reducers fixed in front foyer. All vehicles are up to date on maintenance and safety lane, bus #30 will need four new tires before next maintenance.

Recreation Department

Superintendent Vanderkamp reported the following on behalf of staff. Lisa Behnke, Registration and Rental Coordinator, total rental in January were 8 ½ gym rentals and 2 nerf parties. In a small effort to take advantage of recycling we are starting to use the toner recycling program offered through Cannon (copier brand in district). Zac Reimer, Athletic Program Manager, in-house youth basketball started games on Jan. 19th and all teams have competed in 3 so far. League had a total of 180 players. 10 players per team, 80 players in 2nd/3rd, 60 players in 3rd/4th and 40 players in 6th-8th. Adult Program has the Yoga class running this session with 8 participants. Open Gym revenue was up \$163 from Jan. 2018 to Jan. 2019. Winter programming numbers were down from Jan. 2018 to Jan. 2019 and will be working on identifying the missed areas of programming and how to address for future. Katie Kozuch, Recreation Program Manager, SRSNLC had seven programs run throughout December. 20 total registrations for active programs through SRSNLC-Lindenhurst. Early Childhood Program numbers for January were up with 38 compared to 2018 January with 15. Engle Junction Preschool had 27 families attend the open house on Jan. 9th. This was up from last year with 18 families. Upcoming school year prospective students were up to 123 as of meeting time. Last year the number was at 79 prospective students. Mackenzie Derrick, Special Events and Dance Coordinator, Two events thus far in February starting off with Movin' Mondays on Feb. 4th which included 2 walks one at 10am with had 4 participants and surprise visit/run with the preschoolers for 5 mins. There was an evening walk at 5:30pm which logged 4 participants. On Friday, Feb. 8th the Daddy/Daughter Dance took place in the gymnasium with catered food from Maravela's as well as DJ was there to keep the party going with lots of dance. Registration numbers were expanded from 80 to 96 couples to include as many as possible with this wonderful event. The dance program winter session saw 15 different classes run with 108 participants. Renee Metzelaar, Recreation Program Coordinator, Active adult aerobics saw a few more participants this month while Mahjonn and cards had a slight drop below normal participation this month. Active adult Valentine's Day Party was held on Feb. 8th with "Love Boat" theme. Red Hat meeting will be held on Feb. 26th. Active adult trips in January included Lunch & a Movie in Vernon Hill with lunch at Tsukasa. This trip was full at 14 and was in conjunction with SRSNLC. Another

trip was taken with 12 participants to see Beauty and the Beast at Drury Lane. Trips scheduled for February include More Than a Mission in Libertyville, Let's Do Lunch at Mader's Restaurant in Milwaukee and Milwaukee's Mitchell Park Domes. Youth Activities included 10 registered for the Winter Break Theatre Workshop. Adult Activities had an outstanding registration of 37 for What's Cooking at Lehman Mansion "Cooking with Cast Iron" which was moved into the tent to accommodate the large waitlist. Superintendent Vanderkamp reported that the month of January had Matthew attending a number of meetings which included Amilia registration software meetings, Smart Approach and Cost Recovery meetings, budget meetings, as well as SRSNLC Board Meeting and IAPD/IPRA Annual State Conference. Before and After School Care Program saw registration numbers at 169 for the month of January. Matthew handed out a document that showed all sessions attended at this year's IAPD/IPRA Annual State Conference. This document showed 34 total sessions attended. All sessions were 1.5hours long outside of 2, which were 3hours long.

Marketing Department

Director Mohr reported that Kathy Kohler, Marketing and Community Relations Manager, was finalizing our spring/summer 2019 guide. Resident registration would begin on March 5. We participated in the Agency Showcase at the state conference this year but did not place. It was a great learning experience for our first time. Director Mohr noted how proud he was of our staff and thought they did an excellent job, the park board concurred. Secured summer sponsorships for many of our special events. Was part of the team that produced the draft of service categories. Continues to keep up with our social media accounts which have been very successful for the district.

NEW BUSINESS: There was no new business.

OLD BUSINESS: Director Mohr updated the park board on the land/cash donation negotiations with future Briargate community in Lindenhurst. Updated the park board on the solar panel project with the Village of Lindenhurst and Tesla. Also updated the park board on our ongoing cost recovery analysis and project. Superintendent Vanderkamp updated the park board regarding our new registration software, Amilia, and the onboarding process.

PRESIDENT'S
REPORT: Commissioner's Report
None.

DIRECTOR'S Update of various administrative activities; legal updates, capitol improvements, IGA w/community partners, LVTBL and presentation of second draft for year-end estimates and proposed budget.
Director Mohr updated the park board on upcoming capitol improvements and estimates. Legal updates from state conference were presented noted he would be attending the IAPD legislative breakfast. The IGA formed with community partners continues to be successful for the community. Met with Lake Villa Township Baseball and discussed current agreement, both sides are very happy. Presented the second draft for proposed year-end estimates of fiscal year 2018-2019 and proposed fiscal year 2019-2020 district-wide budget and discussed changes.

SAFETY
COORDINATOR'S Review Park District's Accident/Incident Reports
Director Mohr reported that Kristi Murray, Safety Coordinator, was part of the team in developing the categories of service. Reviewing safety budget items and year to date

financials. Attended Amilia meeting and completed walk me through trainings. Attended state conference which included six sessions that were all beneficial to the district and will be utilized in staff trainings and updating our safety manual. There were three accident/incident reports, all related to our before/after school program.

REPORT:

CORRESPONDENCE: Village of Lindenhurst update; discussion.

There was nothing additional to report.

Village of Lake Villa update; discussion.

There was nothing new to report.

Lake Villa Township Lions Club update; discussion.

Commissioner Stout reported that Comedy was successful and the pancake breakfast was being held at Lakes Community HS on March 31 from 8a-12p.

Lindenhurst/The Lakes Kiwanis Club update; discussion.

Director Mohr reported that the club was hosting a Pizza Mania fundraiser at RJ's Eatery on March 5 from 5p-8p.

Lake Villa District Library update; discussion.

There was nothing new to report.

ADJOURNMENT:

There being no further business to discuss, Commissioner McCabe made a motion to adjourn the meeting; Commissioner Smith seconded the motion. Vice President Solbrig declared the meeting adjourned at 7:34 p.m. on a unanimous voice vote 4-0.

RESPECTFULLY SUBMITTED,

David Mohr, Jr.
Executive Director & Park Board Secretary

Approved by me this _____ day of _____, 2019.

Todd Solbrig – Vice President
Board of Park Commissioners