

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

June 11, 2019 - 6:00p.m.

CALL TO ORDER: The Regular Meeting of the Board of Park Commissioners of the Lindenhurst Park District was called to order by President Parkman at 6:00 p.m.

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

ROLL CALL:

Commissioners Present:	Dean Parkman	President
	Todd Solbrig	Vice President
	James Stout	Treasurer
Park District Staff:	Dave Mohr, Jr.	Executive Director/ Park Board Secretary
	Matthew Vanderkamp	Superintendent of Recreation
Others Present:	Catherine Barth	Recording Secretary
	Mike Kirkpatrick	2018 Community Service Award Recipient
	Police Officers	Lindenhurst Department

APPROVAL OF AGENDA: Commissioner Solbrig made a motion to approve the agenda as presented; Commissioner Stout seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 3-0.

REVIEW OF MINUTES: Hearing on Budget and Appropriation Minutes of May 14, 2019.
Commissioner Stout made a motion to approve the minutes of the Hearing on Budget and Appropriation Meeting of May 14, 2019; Commissioner Solbrig seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 3-0.

Regular Meeting of the Board of Park Commissioners Minutes of May 14, 2019.
Commissioner Solbrig made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of May 14, 2019; Commissioner Stout seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 3-0.

Regular Meeting of the Board of Park Commissioners Minutes of May 28, 2019.
Commissioner Solbrig made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of May 28, 2019; Commissioner Stout seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 3-0.

Semi-Annual Review of Closed Session Minutes.
No closed sessions were held.

PUBLIC

PARTICIPATION:

Acknowledgement of the 2018 Community Service Award by the Illinois Association of Park Districts (IAPD) and the Illinois of Park and Recreation Association (IPRA) recipients for dedicated community involvement through regular volunteerism, cooperation, and sponsorship through resources, at various park district events and projects of the years. The Park District proudly recognized Lindenhurst Police Officer Mike Kirkpatrick as the recipient of the 2018 Community Service Award. Officer Kirkpatrick has contributed his time and resources not only to the Park District but the community, as well. He has been actively involved and supported the many events at the park district over the years which demonstrates his unwavering devotion to the advancement of the Park District. Through Officer Kirkpatrick's involvement and cooperation, he makes our community better. The Park District was proud to award this honor to the 27th recipient of the Community Service Award: Officer Mike Kirkpatrick.

TREASURER'S
REPORT:

Discussion and motion to approve bills presented for this meeting. Commissioner Stout presented the bill list for May 1, 2019 through May 31, 2019 in the total amount of \$231,943.67. Commissioner Stout made a motion to approve the bills presented for this meeting; Commissioner Solbrig seconded the motion.

ROLL CALL:	Parkman	Aye
	Stout	Aye
	Solbrig	Aye

President Parkman declared the motion unanimously carried on a roll call vote 3-0.

Update Park District's finances and investments.

The Park District has started a new fiscal year. The Park District has procured a new dump truck, paid off the newly installed playground, and the parking lot renovation will begin soon.

STAFF REPORTS:

Parks Department

Executive Director Mohr noted that Dennis Carroll, Jr., Parks and Grounds Operations Manager, reported that sorely needed new sand was dumped for volleyball courts. Logos were applied to the new dump truck, but we are still awaiting license plates and title from the state. The new playground opened at the community center in time for the preschool picnic and was an incredible success. We are awaiting soil and grass seed. All brickwork has been fixed, and the steps have been leveled, so the transition is seamless. Ethan and Owen, seasonal park maintenance employees, have started and are doing an excellent job. Executive Director Mohr noted that Jacob Andersen, Facility and Vehicle Operations Manager, reported that the splash pad is up and running. One individual even attended on opening day despite inclement weather. Manager Andersen has been at the splash pad for the past three weekends and is working on managing chlorine levels. Grayslake Park District Superintendent will visit the splash pad to offer insight about managing these levels. Manager Andersen has also successfully passed his certified pool operator course. The auto doors have been installed with strong

success, the van is back from Body Craft after being damaged in the parking lot, vehicles have passed inspection, and bus #30 will be receiving sorely needed new tires.

Recreation Department

Superintendent Vanderkamp noted that Katie Kozuch, Recreation Program Manager, reported that 5 participants attended the NSSRA Spring Formal on May 3rd. 5 programs ran throughout May with 13 registrations. This was the end of the preschool school year and was celebrated with the family picnic on May 10th at the Lippert Community Center. Superintendent Vanderkamp noted that Zac Reimer, Athletic Program Manager, reported that the soccer program is currently running. There are some make-ups due to weather, but the program is successful, nevertheless. The soccer program held two fundraiser nights at Antioch Pizza, raising a total of \$300. Open-floor hockey has been incredibly successful, and Superintendent Vanderkamp is interested in running a participant survey to assess interest about possibly making a floor hockey program. Finally, there will be a t-ball league at Forest View; more details will follow in the next board report.

Superintendent Vanderkamp noted that Renee Metzelaar, Recreation Program Coordinator, reported that the Active Adult Scene held events with guests from AARP and Edward Jones. The trips to SC Johnson & Wingspread as well as Let's Do Lunch were full at 15 and 24, respectively. The iCook Cooking classes have been incredibly successful with 13 registered kids; comparatively, the What's Cooking at Lehmann Mansion—Summer Grilling was full at 31 participants. Superintendent Vanderkamp noted that Mackenzie Derrick, Special Events and Dance Coordinator, reported on the fishing derby was held in May rather than June like last year. 125 people attended the event, and 11 carp were caught, compared to the 2 from last year. Finally, the dance program will hold their recital on June 15th at Lakes Community High School. Superintendent Vanderkamp noted that Lisa Behnke, Registration and Rental Coordinator, reported on rentals for 2 nerf parties, 1 sports party, 1 little chefs party, 3 ½ gym rentals, 1 dance studio, and 7 park rentals; she continues to do monthly statistics. Superintendent Vanderkamp finally noted that summer camp has started and runs weekly, so the next board minutes will contain a weekly breakdown. The splash pad rentals have seen overwhelming demand. As of right now, 10 weekends are booked, leaving only 2 available. We will continue to collect data for another year to see about improvement and/or expansion.

Marketing Department

Director Mohr noted that, Kathy Kohler, Marketing and Community Relations Manager, has been busy with the Live Music in the Park banners, t-shirts, and fans, which were made in-house. The firework show flier has been updated and includes a map of designated viewing, parking, and location of fireworks. A new sponsor, Forest Orthodontics and Pediatric Dentistry brought their ice cream truck to the preschool picnic, which was a hit. We are still working on the program guide for the fall and considering ways to support the Unplug Illinois Campaign, which hosts a statewide unplug day on July 13th. Finally, Wood Expressions Flooring bought a gym sign and new business cards.

NEW BUSINESS: Discussion and recommendation for approval on 2019 Lower Parking Lot Reconstruction Bid Package 2.75 for Asphalt Paving, Milling, and Grinding—based on 5/21/19 Public Bid Opening results.
Executive Director Mohr presented and recommended the approval of the 2019 Lower Parking Lot Reconstruction Bid Package 2.75 for Asphalt Paving, Milling, and Grinding through Superior Paving. Commissioner Solbrig made a motion to approve the bid presented; Commissioner Stout seconded the motion.

ROLL CALL:	Parkman	Aye
	Stout	Aye
	Solbrig	Aye

President Parkman declared the motion unanimously carried on a roll call vote 3-0.

OLD BUSINESS: Update on Smart Approach to Resource Allocation and Cost Recovery project.
Executive Director Mohr heard back from Amilia and has a call for next steps to move forward. The original timeline for implementation was Fall 2019, but since that planning has already commenced, we look to implement the following season.

Update on Land Cash Donation for proposed subdivision Briargate in Lindenhurst.
Director Mohr reported that the district has agreed to \$400,000 for a cash donation in lieu of land.

PRESIDENT'S REPORT: Commissioner's Report
Executive Director Mohr, Commissioner Parkman, and Commissioner Stout attended the Special Recreation SRSNLC dinner and reported that it was a great event.

DIRECTOR'S REPORT: Update of various administrative activities; capitol and safety improvements, legal updates, intergovernmental cooperation, Grass Lake Road underpass, annual audit, website, electricity energy supplier, LLV Chamber of Commerce, etc.
Executive Director Mohr reported that there was a fire inspection, and one sprinkler head in the main office had to be removed because of the kitchen installation. Due to this removal and the subsequent antifreeze removal and reinstallation, 7 sprinkler heads started leaking antifreeze. A total of 13 needed to be replaced but during the replacement it was discovered that the piping for phase 1 is leaking in the attic. The entire system will need to be replaced. A specialist is coming to do a survey to assess what is needed, how much it will cost to retain the same system, and how much it will cost to convert to a dry system. The leaking has stopped, and the system works, so there is no safety issue. Regarding the Grass Lake Road Underpass, the Lake County Forest Preserve has encouraged the district to call downstate and inquire about final billing. We still do not have a definite audit scheduled and are hoping for July 2nd/3rd. The website is an ongoing process; it is visually somewhat underwhelming, but it will be functional, secure, and mobile/tablet friendly, so this is a stepping stone to revisit in a few years once Amilia is up and running. We currently bid out our electric and will be doing so to enter into a new contract for delivery this month. Finally, the Chamber of Commerce is hiring a new executive director, and with a large member board,

Executive Director Mohr inquired whether the Park District Commissioners would like him to remain a member of that board. It was decided that Executive Director Mohr will continue with his commitment to the Chamber of Commerce Board, though not in a committee role.

SAFETY
AND RISK
MANAGEMENT:

Monthly Report; Safety Coordinator

Director Mohr noted, Kristi Murray, Safety Coordinator, held a Lunch and Learn in May, continues with on-site Amilia training, and is working on communication for account creation prior to launching the software, which will help with the resident/non-resident registration.

Review Park District's Accident/Incident Reports

There were three accident/incident reports for the past month. A senior participant fell down one stair, which resulted in a bruised wrist and a twisted ankle. A before and after student fell face first into woodchips by the playground rings. Also, a before and after student and a staff member were hit in the head by a box improperly stored atop cabinets in the kitchenette; signs have been created and posted to ensure boxes are properly stored.

CORRESPONDENCE: Village of Lindenhurst update; discussion.

Nothing to report.

Village of Lake Villa update; discussion.

Nothing to report.

Lake Villa Township Lions Club update; discussion.

Nothing to report.

Lindenhurst/The Lakes Kiwanis Club update; discussion.

Nothing to report.

Lake Villa District Library update; discussion.

Nothing to report.

ADJOURNMENT: There being no further business to discuss, Commissioner Stout made a motion to adjourn the meeting at 7:03; Commissioner Solbrig seconded the motion. President Parkman declared the meeting adjourned on a unanimous voice vote 3-0.

RESPECTFULLY SUBMITTED,

Catherine Barth
Recording Secretary

David Mohr, Jr.
Executive Director & Park Board Secretary

Approved by me this _____ day of _____, 2019.

Dean A. Parkman – President
Board of Park Commissioners