



LINDENHURST PARK DISTRICT  
Hearing on Budget and Appropriation Ordinance No. 19-05-02  
COMMUNITY CENTER BOARD ROOM

***May 14, 2019***  
***5:50 PM***

**I. Call to Order**

**II. Roll Call**

**III. Public Hearing**

A. 2019-20 Proposed Budget and Budget and Appropriation Ordinance No. 19-05-02; F.Y. 2020

**IV. Public Participation**

A. Comments from Public

B. Comments from Staff

C. Comments from Board of Park Commissioners

**V. Close Public Hearing**



Hearing on Budget and Appropriation Ordinance No. 19-05-02

I. Call to Order--The Hearing on Budget and Appropriation Ordinance No. 19-05-02 Meeting of the Board of Park Commissioners of the Lindenhurst Park District was called to order by President Parkman at 5:50 p.m.

II. Roll Call	Commissioners Present:	Victoria McCabe Dean Parkman Sean Smith James Stout Todd Solbrig	Commissioner President Commissioner Treasurer Vice President
	Park District Staff:	Dave Mohr, Jr.  Matthew Vanderkamp	Executive Director/ Park Board Secretary Superintendent of Recreation
	Others Present:	Dawn Suchy  Catherine Barth	Village of Lindenhurst Trustee/Park District Liaison Recording Secretary

III. Public Hearing

- a. 2019-20 Proposed Budget and Budget and Appropriation Ordinance No. 19-05-02; F.Y. 2020
  - i. Village of Lindenhurst Trustee and Park District Liaison Dawn Suchy voiced that the Park District is doing a fine job. Dedicated board members and staff that continue to perform at a high level.

IV. Public Participation

- a. Comments from Public—There were no comments.
- b. Comments from Staff— There were no comments.
- c. Comments from Board of Park Commissioners— There were no comments.

V. Close Public Hearing—There being no further business to discuss, Treasurer Stout made a motion to adjourn the meeting at 5:52; Commissioner Smith seconded the motion. President Parkman declared the meeting adjourned on a unanimous voice vote of 5-0.

Respectfully Submitted,

David Mohr Jr.  
Park Board Secretary

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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Dean Parkman – President  
Board of Park Commissioner





LINDENHURST PARK DISTRICT  
REGULAR MEETING AGENDA  
COMMUNITY CENTER BOARD ROOM

**May 14, 2019**  
**6:00 PM**

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Roll Call**

**IV. Approval of Agenda**

**V. Review of Minutes**

- A. Regular Meeting of the Board of Park Commissioners Minutes of April 9, 2019.

**VI. Public Participation**

A.

B.

**VII. Confirm Canvass of Votes by the Lake County Clerk's Office from the April 2, 2019 Consolidated Election.**

- A. Proclamation of Winners.

**VIII. Oath of Office: Election of (3) Board of Park Commissioners**

Two (2) Full Six (6) Year Terms

Todd Solbrig

Victoria McCabe

One (1) Unexpired Four (4) Year Term

Sean Smith

**IX. Organization of the Park Board**

- A. Elect Park Board Officers: President – 1 year  
Vice President – 1 year  
Treasurer – 1 year

**X. Treasurer's Report**

- A. Motion to approve Proposed Fiscal Year 2019-20 District-wide Budget and associated Fiscal Year 2020 Budget and Appropriation Ordinance 19-05-02.
- B. Discussion and motion to approve bills presented for this meeting.

- C. Update Park District's finances and investments.

**XI. Staff Reports**

- A. Parks Department
  - 1. Monthly Report; Park and Grounds Operations Manager.
  - 2. Monthly Report; Facility and Vehicle Operations Manager.
  
- B. Recreation Department
  - 1. Monthly Report; Recreation Program Manager.
  - 2. Monthly Report; Athletic Program Manager.
  - 3. Monthly Report; Recreation Program Coordinator.
  - 4. Monthly Report; Special Events/Dance Coordinator.
  - 5. Monthly Report; Registration and Rental Coordinator.
  - 6. Monthly Report; Superintendent of Recreation.
  
- C. Marketing Department
  - 1. Monthly Report; Marketing and Community Relations Manager.

**XII. New Business**

- A.
  
- B.

**XIII. Old Business**

- A. Update on Smart Approach to Resource Allocation and Cost Recovery project.
  
- B. Update on Land Cash Donation for proposed new subdivision Briargate in Lindenhurst.

**XIV. President's Report**

- A. Commissioner's Report(s)
  - 1.
  - 2.

**XV. Director's Report**

- A. Update of various administrative activities; capitol and safety improvements, legal updates, intergovernmental cooperation, audit, staff evaluations, website, village project, Durham contract, etc.
  
- B.

**XVI. Safety and Risk Management**

- A. Monthly Report; Safety Coordinator.
  
- B. Review Park District's Accident/Incident Reports.

**XVII. Correspondence**

- A. Village of Lindenhurst update; discussion.
  
- B. Village of Lake Villa update; discussion.
  
- C. Lake Villa Township Lions Club update; discussion.

D. Lindenhurst/The Lakes Kiwanis Club update; discussion.

E. Lake Villa District Library update; discussion.

**XVIII. Adjournment**

***Next Regular Meeting of the Board of Park Commissioners is scheduled for  
Tuesday, May 28, 2019 @6:00P.M. Community Center - Board Room***





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

**May 14, 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:	Victoria McCabe	Commissioner
	Sean Smith	Commissioner
	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:	Dawn Suchy	Village of Lindenhurst Trustee/Park District Liaison
	Catherine Barth	Recording Secretary
	George Weckbacher	Public Participation

**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 5-0.

**REVIEW OF MINUTES:** Regular Meeting of the Board of Park Commissioners Minutes of April 9, 2019. Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of April 9, 2019; Commissioner McCabe seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 5-0.

**PUBLIC PARTICIPATION:** Lindenhurst resident George Weckbacher attended April's Board meeting with questions regarding how the Park District operates, specifically, the preschool program, and requested answers in writing. Executive Director Mohr fulfilled this request. Mr. Weckbacher will review the answers and most likely return next month for a follow-up.

**CONFIRM CANVASS:** Confirm Canvass of Votes by the Lake County Clerk's Office from the April 2, 2019 Consolidated Election  
President Parkman proclaimed the winners of the consolidated election.

OATH OF OFFICE: Election of (3) Board of Park Commissioners

President Parkman offered congratulations to the re-elected Board of Park Commissioners: Commissioner Solbrig received 1,167 votes and will serve full six (6) year term; Commissioner McCabe received 1,283 votes and will serve full six (6) year term; Commissioner Smith received 1,512 votes and will serve unexpired four (4) year term. President Parkman led the re-elected Board of Park Commissioners in the Oath of Office.

ORGANIZATION  
OF THE PARK  
BOARD:

Elect Park Board Officers

President Parkman will continue in his acting position as President for a one (1) year term. Vice President Solbrig will continue in his acting position as Vice President for a one (1) year term. Treasurer Stout will continue in his acting position as Treasurer for a one (1) year term. Commissioner Smith made a motion to approve the election of the Park Board officers; Commissioner McCabe seconded the motion.

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

President Parkman declared the motion unanimously carried on a roll call vote 5-0.

TREASURER'S  
REPORT:

Motion to approve Proposed Fiscal Year 2019-2020 District-wide Budget and associated Fiscal Year 2020 Budget and Appropriation Ordinance 19-05-02.

There has been a required public hearing and required public posting regarding the Appropriation Ordinance 19-05-02. Commissioner Smith made a motion to approve the Proposed Fiscal Year 2019-2020 District-wide Budget and associated Fiscal Year 2020 Budget; Commissioner Stout seconded the motion.

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

President Parkman declared the motion unanimously carried on a roll call vote 5-0.

Discussion and motion to approve bills presented for this meeting.

Commissioner Stout presented the bill list for April 1, 2019 through April 30, 2019 in the total amount of \$78,358.35. Commissioner McCabe made a motion to approve the bills presented for this meeting; Commissioner Solbrig seconded the motion.

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

President Parkman declared the motion unanimously carried on a roll call vote 5-0.

Update Park District's finances and investments.

The Park District finished very strong, considering there were several things that came up during the fiscal year that were unexpected. Despite the aforementioned, the district finished fiscally responsible and better than expected.

STAFF REPORTS: Parks Department

Director Mohr noted that Dennis Carroll, Jr., Parks and Grounds Operations Manager, reported that the volleyball nets are up and available for use in neighborhoods, though new sand will be needed in two locations. The District has received delivery of a new dump truck and is waiting logos from American Outfitters. The new playground opened May 10<sup>th</sup>; the preschool picnic attendees were the first to try it and reported that it was a hit. Preschool parents are picking up their children and staying to play; it has become a gathering area. Before and After school program children are thoroughly enjoying the new park. Landscaping and brickwork still needs to be completed. Director Mohr noted that Jacob Andersen, Facility and Vehicle Operations Manager, will be earning his certified pool operator license. Commissioner Stout had lunch with Manager Andersen and echoed his enthusiasm for this new license. Manager Andersen also reported that the splash pad is ready to open. The District Easter Egg Hunt was successful. President Parkman inquired regarding the number of dogs in attendance. It was discussed to politely remind residents of what the ordinance on animals is. Many residents claim they are therapy dogs; therapy animals must be accompanied by required paperwork.

Recreation Department

Superintendent Vanderkamp noted that Katie Kozuch, Recreation Program Manager, reported that she attended the Options Fair at the College of Lake County on April 11<sup>th</sup> and spoke with several families about programs SRSNLC offers. Seven programs ran throughout April and were very successful. The preschool held its Spring Open House on April 24<sup>th</sup>; ten new families visited the preschool, and two new families signed up. Zac Reimer, Athletic Program Manager, reviewed the basketball surveys from the winter season: 47 parents and 5 coaches completed the survey and identified that the program met or exceeded expectations. Superintendent Vanderkamp noted that Renee Metzelaar, Recreation Program Coordinator, reported that the Active Adult events remain full, and special outreach programming has been successful, as well. The first session of iCooking class was very popular, and the What's Cooking at Lehmann Mansion—Cinco de Mayo saw 32 registrants. Superintendent Vanderkamp noted that Mackenzie Derrick, Special Events and Dance Coordinator, reported on the wedding garage sale on April 7<sup>th</sup> sold 40 tables. Learning from last year's event, we sold 132 VIP early entrance

tickets. Coordinator Derrick also recapped the Easter Egg Hunt, mentioning that we added an event for 9-11 year olds, which fulfilled this year's goal to expand activities for older ages. Superintendent Vanderkamp noted that Lisa Behnke, Registration and Rental Coordinator, reported on rentals for 2 sports parties, 3 nerf parties, 3 senior rooms, and 5 gym rentals; she continues to do monthly statistics. Superintendent Vanderkamp also was a speaker at the IPRA Supervisor Symposium at the Bartlett Park District on April 12<sup>th</sup>.

#### Marketing Department

Director Mohr noted that, Kathy Kohler, Marketing and Community Relations Manager, put out press releases for the Music in the Park's Diamond Sponsor, Raymond Chevrolet & Kia. There was a nice article in the newspaper regarding the wedding garage sale. Manager Kohler is currently working on the fall program guide. She also ordered new promotional items: a sling pack and personalized pens, which the District received the pens free of cost.

NEW BUSINESS: There was no new business to address.

OLD BUSINESS: Update on Smart Approach to Resource Allocation and Cost Recovery project. Director Mohr expects to have items to presented at the June Board meeting. Amilia currently is putting together the information gathered by district last month.

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

PRESIDENT'S  
REPORT: Commissioner's Report  
There was no report.

DIRECTOR'S  
REPORT: Update of various administrative activities; capitol and safety improvements, legal updates, intergovernmental cooperation, audit, staff evaluations, website, village project, Durham contract, etc.  
Director Mohr reported that the auto doors in phase one have had major issues and will be updated with upgraded transmitters and sensors. The preschool playground is finalizing surfacing materials and colors and should be done later this summer. The bid to redo the lower parking lot will be on May 21. Director Mohr met with the fire chief, police chiefs, village administrators, and school representative regarding the fireworks at Lakes Community High School for the upcoming show on July 3<sup>rd</sup>; there will be a map to notify attendees of designated parking and places to view the show. Staff evaluations finished in April and went very well; smart goals were established to challenge staff to produce measurable and achievable goals. We are updating our website with retrofit design, which will be up and running before registration August 6<sup>th</sup>; the new website will be mobile and tablet friendly. Finally, we are in conversation with Lake Villa Durham regarding a switch for bus services to save substantial funds but reflect our current usage and needs.

SAFETY  
COORDINATOR'S  
REPORT:

Monthly Report; Safety Coordinator

Director Mohr noted, Kristi Murray, Safety Coordinator, is continuing the ongoing process with the emergency operations manual. Started document verifying residents and non-residents for Amilia onboarding process. Updated all district vehicle information in vehicles. Completed Mandated Reporter changes and communicated with staff according to law changes.

Review Park District's Accident/Incident Reports

There were three accident/incident reports for the past month. A before & after school student walked behind a swing and was hit in the face; he has recovered. A before & after school student ran into playground equipment and cut his eyebrow; it was addressed with first aid. A SRSNLC child visiting Marcus Cinema complained of chest pain and shortness of breath and was wheezing; the participant asked for water and calmed down. Staff reached out to parents and all is okay.

CORRESPONDENCE: Village of Lindenhurst update; discussion.

The Lake Shore Drive Project is in preliminary submission stages. The Grand Ave. Project is still going strong despite some weather setbacks. The Bypass Project is going well, but weather continues to be a factor.

Village of Lake Villa update; discussion.

Nothing to report.

Lake Villa Township Lions Club update; discussion.

The Lions Club will host a lunch next month.

Lindenhurst/The Lakes Kiwanis Club update; discussion.

Nothing to report.

Lake Villa District Library update; discussion.

Nothing to report.

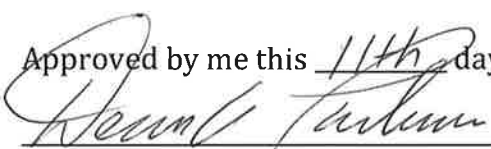
ADJOURNMENT: There being no further business to discuss, Commissioner McCabe made a motion to adjourn the meeting at 7:02; Commissioner Smith seconded the motion. President Parkman declared the meeting adjourned on a unanimous voice vote 5-0.

RESPECTFULLY SUBMITTED,

Catherine Barth  
Recording Secretary

David Mohr, Jr.  
Executive Director & Park Board Secretary

Approved by me this 11th day of JUNE, 2019.

  
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Dean A. Parkman - President  
Board of Park Commissioners





LINDENHURST PARK DISTRICT  
REGULAR MEETING: PARK TOUR AGENDA  
COMMUNITY CENTER BOARD ROOM

**May 28, 2019**  
**6:00 PM**

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Approval of Agenda
- V. Park Site Tour (Bus to leave Community Center at approximately 6:05pm)
  - A. Forest View Park – 513 Forest View Drive – 6:10pm
  - B. Heritage Trails Park – 2900 Independence Blvd. – 6:20pm
  - C. Lewis Park – 310 N. Beck Road – 6:30pm
  - D. Linden’s Landing – 2100 Sprucewood Lane – 6:40pm
  - E. Sedgewood Cove Park – 334 Crooked Lane – 6:50pm
- VI. Public Participation
  - A.
  - B.
- VII. Adjournment

***Next Regular Meeting of the Board of Park Commissioners is scheduled for  
Tuesday, June 11, 2019 @6:00P.M. Community Center - Board Room***







LINDENHURST PARK DISTRICT  
REGULAR MEETING: PARK TOUR MINUTES  
COMMUNITY CENTER BOARD ROOM

**May 28, 2019**  
**6:00 PM**

**Call to Order:** The Regular Meeting, Park Tour, of the Board of Park Commissioners of the LindenHurst Park District was called to order by President Parkman at 6:00pm.

**Roll Call:**

Commissioners Present:	Victoria McCabe	Commissioner
	Dean Parkman	President
	Sean Smith	Commissioner
	Todd Solbrig	Vice President
	James Stout	Treasurer
Commissioners Absent:	None	
Park District Staff:	David Mohr Jr.	Executive Director/Secretary
	Matthew Vanderkamp	Superintendent of Recreation
	Dennis Carroll Jr.	Park/Grounds Ops. Manager
	Jacob Andersen	Facility/Vehicle Ops. Manager
Others Present:	Clay Johnson	Village Administrator

**Pledge of Allegiance:** President Parkman led the group in the Pledge of Allegiance.

**Approval of Agenda:** Commissioner Smith made a motion to approve the Agenda; Commissioner Stout seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 5-0.

**Park Tour:** Board of Park Commissioners and staff toured Forest View, Heritage Trails, Lewis, Linden’s Landing and Sedgewood Cove parks. The parks were walked and discussed.

**Public Participation:** None.

**Summary of Tour:** The Park Board gave both positive and constructive feedback and thanked staff for the tour.

**Adjournment:** There being no further business to discuss, Commissioner McCabe made a motion to adjourn the meeting at 7:14pm; Commission Smith seconded the motion.

Respectfully Submitted,

David Mohr Jr.  
Park Board Secretary

Approved By me this 11 day of JUNE, 2019.

Dean Parkman – President  
Board of Park Commissioner

