

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

January 14, 2020 - 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
	Sean Smith	Commissioner
	Victoria McCabe	Commissioner
Park District Staff:	Dave Mohr, Jr.	Executive Director/ Park Board Secretary
	Kristi Murray	Superintendent of Recreation & Risk Management
Others Present:	Catherine Barth	Recording Secretary
	Dawn Suchy	Park Board Liaison/Village Trustee

APPROVAL OF AGENDA: Commissioner Stout made a motion to approve the agenda as presented; Commissioner Solbrig 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 December 10, 2019.
Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of December 10, 2019; Commissioner McCabe seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 5-0.

PUBLIC PARTICIPATION: No public participation.

TREASURER'S REPORT: Discussion and motion to approve bills presented for this meeting.
Executive Director Mohr presented the bill list for December 1, 2019, through December 31, 2019, in the total amount of \$73,215.28. Commissioner Smith made a motion to approve the bills presented for this meeting; Commissioner Solbrig seconded the motion.

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

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

Update Park District's finances and investments.

Executive Director Mohr discussed one change: figures are incorrect under sections 806 and 808. Regarding the budget, the District is currently preparing the first draft, and meetings are planned with the superintendent and staff. The budget will be ready to present to the Board on January 28th.

STAFF REPORTS:

Parks Department

Executive Director Mohr noted that Dennis Carroll, Jr., Parks and Grounds Operations Manager, reported on work revising the mowing contract. Legal counsel advises going out for a new bid. Manager Carroll has worked on recalculating the accuracy of the mowing grid. Furthermore, holiday lights have been removed. The sand volleyball court was flooded for an ice skating rink, but due to inclement weather conditions and vandalism, the discussion has begun regarding continuing the rink in the future. Executive Director Mohr noted that Jacob Andersen, Facility and Vehicle Operations Manager, submitted his last report as he has voluntarily resigned from the position. The job is posted, and the District is looking for a new Manager. In the meantime, the District welcomes Matt Ano, the new custodian. Before leaving, Manager Andersen noted that a sensor was replaced at Oak Ridge Park. Piper Electric repaired a broken timer controlling the upper parking lot, some LED fixtures were replaced, the inspection for the elevator took place, and busses passed their safety inspection.

Recreation Department

Superintendent Murray reported spending time working on staffing, interviewing for a new custodian, and working to create a full-time rec role, a position that focuses on seniors, adults, and some youth enrichment, along with the special recreation previously associated with the Recreation Program Manager role. This new position was offered to and accepted by Victoria Gillett, who will begin February 3rd. The District warmly welcomes her. Finally, time was spent reviewing spring/summer program options. Superintendent Murray noted that Katie Kozuch, Recreation Program Manager, reported that the fall program season concluded with a trip to Lake Geneva to see the holiday lights and gingerbread houses. 5 participants enjoyed the holiday party at Zion Park District. Furthermore, 7 programs ran throughout December with 26 total registrants. The Early Childhood program had 32 participants. Additionally, the preschool performed at the Holiday Tree Lighting. Packets for the 2020/2021 registration lottery were made available and are due by February 3rd. Preschool enrollment for the year totaled 161 registrants, which is a testament to how successful the program is.

Superintendent Murray noted that Zac Reimer, Athletic Program Manager, reported that basketball practice has begun, and games will start soon. Because of the basketball program, open gym time has been limited, but it saw incredible success during winter break. Superintendent Murray noted that Mackenzie Derrick, Special Events & Dance Coordinator reported that the widely popular Flannels and Flapjacks was increased to 50 couples. Daddy Daughter is almost full at 96 couples. The Sleigh Bell Express on December 15th was full at 125 participants. Additionally, magician Gary Kantor performed during winter break to a packed audience of 103, as well as before and after school participants. Coordinator Derrick continues to book for the summer Concert in the Park series. Finally, the fall dance recital has been changed to June 20th. Superintendent Murray reported on the Recreation Program. Annette Fischer from the Village of Victory Lakes featured at the Active Adult Coffee Club. The Active Adult trip to Christmas Around the World, Lawry's, and Mag Mile shopping was full. The Valentine's Day party is scheduled for February 14th. Furthermore, the winter break One-Day Horse Camp was a fun event for all. Superintendent Murray noted that Lisa Behnke, Registration and Rental Coordinator participated in the Holiday Tree Lighting and the Sleigh Bell Express. Furthermore, rentals for December included 2 half gym rentals and 3 nerf parties.

Marketing Department

Director Mohr noted that, Kathy Kohler, Marketing and Community Relations Manager, reported on planning the Spring/Summer 2020 Program Guide. Layout has been completed, cover-work has commenced, and all reviewed information is due by January 17th. Manager Kohler is working on obtaining donations for special events in the Spring/Summer Program Guide. A tremendous thank-you goes to Goshgarian Ortho for sponsoring the Winter Break Magic Show as well as GoGo Squeez for donating products for giveaway. The District's Instagram is growing increasingly popular, currently boasting over 800 followers. Parents love to see their children participating in the District's programs and truly having fun.

NEW BUSINESS:

Discussion and recommendation for approval of Proposed Regular Meeting Ordinance No. 20-01-01 for Fiscal Year 2020-2021

Commissioner McCabe made a motion to approve Proposed Regular Meeting Ordinance No. 20-01-01 for Fiscal Year 2020-2021; Commissioner Smith seconded the motion.

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

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

Discussion and recommendation for approval of Proposed Resolution No. 20-01-02 Authorizing a Contract for Construction Management Services

Executive Director Mohr recommends foregoing bidding for overseeing reconstruction of phase 1 of the men's and women's bathrooms not to exceed \$25,000 for construction management services. Commissioner Stout made a motion

to approve Proposed Resolution No. 20-01-02 Authorizing a Contract for Construction Management Services; Commissioner Solbrig seconded the motion.

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

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

OLD BUSINESS: Update on Smart Approach to Resource Allocation and Cost Recovery project. Executive Director Mohr shared newly acquired information: as the District has already paid for the services, and still require remainder of payments, the District will continue to participate in Penn State's case study.

PRESIDENT'S REPORT: Commissioner's Report
President Parkman had general discussion on involvement with Illinois Legislative Committee.

DIRECTOR'S REPORT: Update of various administrative activities; capitol and safety improvements, 2019/2020 projections and development of Proposed Fiscal Year 2020/2021 district-wide budget, legal updates, IAPD/IPRA conference, staff changes, etc. Executive Director Mohr reported on concerns regarding John Janega Park. There is difficulty in obtaining a quote for replacing the boardwalk because it is currently under water and has been for much time. There are concerns about the structural support under the boardwalk, so the Board will have a decision to make in the future about its replacement. New legislation has been enacted about single occupancy bathrooms, but the District does not currently have any, so no changes need to be made at this time. Open Meeting Act may now affect certification for Board members. Finally, the legislative breakfast will take place in Gurnee on February 21st at 8:00 am.

SAFETY AND RISK MANAGEMENT: Monthly Report; Superintendent of Recreation and Risk Management
Kristi Murray, Superintendent of Recreation and Risk Management, reported on interviewing for the custodian position, meeting with staff to discuss spring/summer programming, and preparing for the new Recreation Program Manager position. Additionally, Superintendent Murray shared that Before and After School Program enrollment was at 113, and winter break camp enrollment was at 111.

Review Park District's Accident/Incident Reports

Superintendent Murray reported that there was one accident/incident report: Before and After School Program participants collided on the walking track and bumped heads, resulting in bruised foreheads.

CORRESPONDENCE: Village of Lindenhurst update; discussion.

The police department presented on the e-citation software that cuts down on roadside time as well as reducing errors. Pertinent facilities were granted a 6th video-gaming terminal. Finally, a new kids' play place is coming to Linden Plaza.

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 McCabe made a motion to adjourn the meeting at 6:50; 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 _____ day of _____, 2020.

Dean A. Parkman – President
Board of Park Commissioners