

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

February 11, 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 Todd Solbrig Sean Smith Victoria McCabe	President Vice President Commissioner Commissioner
Park District Staff:	Dave Mohr, Jr. Kristi Murray	Executive Director/ Park Board Secretary Superintendent of Recreation & Risk Management
Others Present:	Catherine Barth Dawn Suchy	Recording Secretary Park Board Liaison/Village Trustee

APPROVAL OF AGENDA: Commissioner Smith 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 4-0.

REVIEW OF MINUTES:

Regular Meeting of the Board of Park Commissioners Minutes of January 14, 2020.
Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of January 14, 2020; Commissioner Solbrig seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 4-0.

Regular Meeting of the Board of Park Commissioners Minutes of January 28, 2020.
Commissioner Solbrig made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of January 28, 2020; Commissioner McCabe seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 4-0.

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 January 1, 2020 through January 31, 2020, in the total amount of \$85,612.36. Commissioner Smith made a motion to approve the bills presented for this meeting; Commissioner Solbrig seconded the motion.

ROLL CALL:	Parkman	Aye
	Solbrig	Aye
	Smith	Aye
	McCabe	Aye

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

Update Park District's finances and investments.

Executive Director Mohr will discuss the District's finances and investment at the February 28th Board meeting.

STAFF REPORTS:

Parks Department

Executive Director Mohr noted that Dennis Carroll, Jr., Parks and Grounds Operations Manager, reported on the mowing bid, which will be discussed in the Director's report. A new salt spreader was purchased for the pickup truck. Manager Carroll also met with a company to consider a controlled burn at John Janega Park. He also is awaiting a quote to replace some light poles along the walking path by Parkman Pavilion. Finally, there has been difficulty maintaining the ice rink due to inclement weather.

Recreation Department

Superintendent Murray spent time interviewing for the newly added Program Manager position; the District welcomes Victoria Gillett, who has accepted the position, and who will give her first report next meeting. Superintendent Murray worked on updating rental forms and processes for both indoor and outdoor facilities and sought to find a more efficient way to manage the programs. She also focused on implementing some fee changes to align with the cost recovery program. She worked with Manager Kohler and Executive Director Mohr to discuss web updates and important communication processes for district marketing efforts. Finally, she attended the IPRA conference and thanks the District for the opportunity. Superintendent Murray noted that Katie Kozuch, Recreation Program Manager, reported on her last month overseeing the SRA department. Four programs ran throughout January with 12 total registrants. She is working with Superintendent Murray to deduce why registration for the early childhood All-Star program varies so much from month to month. Packets for the preschool lottery were returned and posted: 2 classes are full for the 3's, which demonstrates how successful the program is. Manager Kozuch welcomes all to attend the Student Art Show/Scholastic Book Fair on March 12th. Finally, Manager Kozuch transitioned over to her new responsibilities supervising the Before & After School and Summer Camp Programs by holding a staff meeting.

Superintendent Murray noted that Zac Reimer, Athletic Program Manager, reported that basketball has 22 teams with a total of 208 players (28 more than last year). Games started January 18th. Picture day was held February 8th with Total Images. Gym revenue is lower this year in terms of gym fees, which Superintendent Murray will look into. Manager Reimer also attended conferences and reported on his reflection. Superintendent Murray noted that Mackenzie Derrick, Special Events & Dance Coordinator reported that Daddy Daughter was full at 96 couples. The Wedding Garage sale is up and running on Eventbrite with tickets already being sold. Dance recital sessions began with 125 participants, an increase of 17 from last year. Finally, the recital date has changed to June 20th. Superintendent Murray noted that Lisa Behnke, Registration and Rental Coordinator participated in Flannels and Flapjacks. She has been working on processing preschool registration, taking in new packets, and Before & After School registrations and communications. There have been few rentals for January, but some are already requested for spring and summer.

Marketing Department

Director Mohr noted that, Kathy Kohler, Marketing and Community Relations Manager, reported on the Spring/Summer 2020 Program Guide's first draft completion. It went to the printer February 11th. Manager Kohler registered the District for a booth at the LLV Chamber Expo on March 29th. She also worked with Executive Director Mohr and Superintendent Murray regarding communicating with website and social media marketing. The District thanks sponsors Goshgarian Orthodontics, Honey Ortho, Orthodontic Specialists of Lake County, First Midwest Bank, and State Bank of the Lakes. The District also would like to sincerely thank the LoPriore family for their donation in memory of their son Maddox, as well as the organization set up in his name, The Butterfly Effect of Maddox J. LoPriore Foundation. That donation will be geared towards scholarships.

NEW BUSINESS: No new business to address.

OLD BUSINESS: Update on Land Cash Donation for proposed new subdivision Briargate in Lindenhurst.

Executive Director Mohr shared confusion that has arisen with the new law team regarding prior negotiations. They wanted to discuss reducing impact fees, which is not an option for the District. No additional communication has occurred.

PRESIDENT'S
REPORT:

Commissioner's Report
No business to address.

DIRECTOR'S
REPORT:

Update of various administrative activities; capitol and safety improvements, legal updates, IAPD/IPRA conference, Parks Day at the Capitol, Procurement/Sourcwell, Mowing/Trimming Bid, LVTBL, etc.

Executive Director Mohr reported on the mowing bid. The contract went to bid on February 6th, and the District received 3 strong options. Additionally, Manager Reimer and Executive Director Mohr met with LVTBL regarding their use of District fields and the maintenance of them. The District will look to refinish some infields, which will also help the District's new in-house t-ball program. Executive Director

Mohr had a conversation with Sourcewell, a company that sets up construction contracts, allowing the district to use winning bids without having to go through the bidding process; he will continue to research this resource. Finally, Parks Day at the Capitol will be April 28th.

Presentation and general discussion of Second Draft for Proposed Year-End Estimates of Fiscal Year 2019-2020 and Proposed Fiscal Year 2020-2021 District-wide Budget

Executive Director Mohr reported that the budget has gone through a second draft and will be discussed at the February 28th Board meeting.

SAFETY
AND RISK
MANAGEMENT:

Monthly Report; Superintendent of Recreation and Risk Management

Kristi Murray, Superintendent of Recreation and Risk Management, reported on holding a lunch and learn for quarterly training, allowing staff to refresh on what they should train part-time staff.

Review Park District's Accident/Incident Reports

Superintendent Murray reported that there was one accident/incident report: A Before and After School Program participant was playing in the gym and fell and hit his head on the gym floor; the participant has since recovered.

CORRESPONDENCE: Village of Lindenhurst update; discussion.

The Village is working on their budget. They have added more money to the road fund. This year's projects include road construction. Finally, they are budgeting for a 1,200-gallon tank to use for beet juice, which will save the Village on salt as well as allow for covering the entire Village on one tank.

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 6:32; Commissioner Smith seconded the motion. President Parkman declared the meeting adjourned on a unanimous voice vote 4-0.

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