

**LINDENHURST PARK DISTRICT
REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS
CONFERENCE ROOM**

July 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 (late)
Victoria McCabe Commissioner
Sean Smith Commissioner

Park District Staff: Dave Mohr, Jr. Executive Director/
Park Board Secretary
Kristi Murray Superintendent of Recreation
& Risk Management

Others Present: None

APPROVAL OF AGENDA: Commissioner Solbrig made a motion to approve the agenda as presented; Commissioner McCabe 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 June 9, 2020. Commissioner Solbrig made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of June 9, 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. President Parkman presented the bill list for June 1, 2020 through June 30, 2020, in the total amount of \$152,108.49. Commissioner McCabe made a motion to approve the bills presented for this meeting as read by President Parkman; Commissioner Solbrig seconded the motion.

ROLL CALL: Parkman Aye
Solbrig Aye
McCabe Aye
Smith Aye

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

Update Park District's finances and investments.

President Parkman noted that the \$52,000 check for SRSNLC is a transfer of tax dollars to be held by Round Lake Area Park District, as the treasurer for SRSNLC. As our district spends money and needs reimbursement, the money is requested from Round Lake.

STAFF REPORTS: Parks Department

Director Mohr reported that Dennis Carroll, Jr., Parks and Grounds Operations Manager, had the dead pine tree removed from Independence Park. Rosborough will be providing quotes for replacement of the 4 dead trees that line the entrance to the community center; the District is hoping for a 3-year warranty on the trees. All park properties are open as of June 29. Manager Carroll is assisting Manager Steinhaus with the daily splash pad duties; currently waiting to replace chlorine in the pumps to increase potency.

Director Mohr reported that Tab Steinhaus, Facility and Vehicle Operations Manager, is seeking a custodian; the position has been posted and he is scheduling interviews. Manager Steinhaus has been working hard to clean, purge and reorganize the Community Center, removing old equipment and properly managing storage areas. Manager Steinhaus is also working with Manager Carroll to learn splash pad chemical management. The District van will need new tires before the winter.

Recreation Department

Superintendent Murray reported that June saw an expansion of in-person programming. Murray has been meeting with staff to discuss and brainstorm for fall programming and has encouraged staff to be creative and innovative, focusing on options for fall that will enhance the school plan being rolled out by our local school districts. Manager Behnke stays busy processing refunds and assisting with registrations both online and in-person. Behnke offered 2 art classes for July. She also assisted with craft projects for camp including a paper mache octopus and mosaic tiles. She's also been busy booking splash pad rentals, which are all full for the remainder of the summer, however staff are looking to accommodate additional requests weeknight and weekend evenings. Coordinator Derrick reported that Pop Up in the Park is scheduled for July 10 and the Bubble Bash is scheduled for July 16. She has been working on planning events for fall, and is offering some new events in place of large-scale events that will most likely not be happening due to COVID-19 restrictions. Recital costumes are all delivered and participants are picking them up at the front desk. In-person dance classes begin July 13. Manager Kozuch had to cancel the first session of early childhood programs in June. Little Crossings Summer Camp for 4-5-year olds will run in July with 8 participants. Manager Kozuch is working on a plan with Superintendent Murray for the preschool year and will be communicating to staff and parents alike within the week. Camp numbers are staying consistent; we are now offering a 3 day per week option for families. Manager Reimer offered 3 in-house in-person classes for July. The 4-week t-ball class that Manger Reimer taught in June was very successful; Reimer was able to

recruit 3 of the 4 participants to enroll in the district's t-ball league beginning in July. T-ball league preparations are underway and has 24 children enrolled. The gym/track reopened on July 6, along with the fitness center with limited hours and maximum participation, as well as additional restrictions for COVID-related health strategies. Additionally, Jazzercise is back in the gym, at about 50% of previously scheduled classes. They are also starting an outdoor class in the evenings at Parkman Pavilion.

Marketing Department

Director Mohr reported that Kathy Kohler, Marketing and Community Relations Manager, mentioned in her report that the District would be sending out a 6x9 postcard, however that has been decided against. The cost for creation and posting was not effective; the District will be utilizing social media to boost the fall guide availability online. Commissioner Stout suggested that the District consider reaching out to the Village of Lindenhurst to add information about the fall guide in their newsletters. Manager Kohler was chosen as the Rockstar for the month of July by previous month Rockstar, Manager Carroll.

NEW BUSINESS:

Briargate

There has been ground breaking on the new Briargate subdivision in Lindenhurst. The District will receive 10% of the land cash donation up front, and expected to receive additional monies for homes built in the current fiscal year, however construction is slated to begin in April 2021. The District expects to receive permit monies next fiscal year.

OLD BUSINESS:

Audit

The District's audit took place on June 30.

Master Plan and Needs Assessment

Director Mohr signed off on the Master Plan contract, to begin January 2021. He will be meeting with a member of the NIU needs assessment team on July 15 to finalize those details.

Phase 1 Restroom Construction

A pre-bid meeting is scheduled at the District for July 23, with a bid opening on July 30. Joe from Camosy will be attending the bid opening with Superintendent Murray, as Director Mohr will be out of town. Will be bidding out tile, electric and plumbing; Camosy Construction will be handling all other construction details. The restroom project should be completed before Labor Day weekend, in anticipation of fall programming beginning.

PRESIDENT'S REPORT:

Commissioner's Report

Nothing to report.

DIRECTOR'S REPORT:

Update of various administrative activities; capitol and safety improvements, legal updates, intergovernmental cooperation, annual audit, etc.

Executive Director Mohr reported that at the request of Superintendent Murray and Manager Kozuch, Director Mohr reached out to Lake Villa District Library about

renting space at the old location for the Before and After School Program for the upcoming school year. Director Mohr worked with the realtor, as well as the new LVDL Director. The LVDL Director reached out to Director Mohr after speaking with his board, and reported that they are not interested in renting the space. Mohr will be reaching out to District 41 Superintendent to determine feasibility of utilizing school sites (Hooper, Thompson and Martin) for a park district run Before and After School Program. The cost of the bus contract through Durham to transport these students (as the Community Center lies out of school district boundaries and therefore cannot be a district bus route stop) is exorbitant and may be cost prohibitive for the park district to offer services to District 41 participants at the Community Center. Director Mohr reported that he will be visiting a location 38730 N. Deep Lake Rd in Lake Villa as a consideration for relocation of administrative offices. This would open up additional opportunities for programming space. Director Mohr reached out to Lake Forest Health and Fitness Center to inquire about renting their indoor pool for swim lessons. The realtor responded and mentioned that they are not interested in renting and are looking for a buyer.

SAFETY
AND RISK
MANAGEMENT:

Monthly Report; Safety Coordinator

Kristi Murray, Superintendent of Recreation and Risk Management, reported that she and Director Mohr met with a sign company to have COVID-related signage created for the community center, in anticipation of opening the doors to the public again. Superintendent Murray reported that she led a Lunch and Learn training on June 11, which focused on COVID-related safety training for staff, as well as plans for Phases 3 and 4 guideline protocol.

Review Park District's Accident/Incident Reports

No accident/incident reports.

EXECUTIVE SESSION:

CORRESPONDENCE: Village of Lindenhurst update; discussion.

Nothing to report.

Village of Lake Villa update; discussion.

Bauer's Catering will be opening Eddie B's Supper Club at the Lehmann Mansion; a menu and hours are available on social media.

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 6:55p; Commissioner Solbrig seconded the motion. President Parkman declared the meeting adjourned on a unanimous voice vote 5-0.

RESPECTFULLY SUBMITTED,

Kristi Murray
Superintendent of Recreation and Risk Management
Secretary

David Mohr, Jr.
Executive Director & Park Board

Approved by me this _____ day of _____, 2020.

Dean A. Parkman – President
Board of Park Commissioners