

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

August 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 James Stout Victoria McCabe Sean Smith	President – In Person Vice President – In Person Treasurer – In Person Commissioner - Via Zoom Commissioner – Via Zoom
Park District Staff:	Dave Mohr, Jr. Kristi Murray	Executive Director/ Park Board Secretary – In Person Superintendent of Recreation & Risk Management – Present Via Zoom
Others Present:	George Weckbacher	Lindenhurst Resident

Commissioner Solbrig made a motion to approve remote attendance to the meeting via Zoom for Commissioners McCabe and Smith, Commissioner Stout seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 3-0.

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 5-0.

REVIEW OF MINUTES: Regular Meeting of the Board of Park Commissioners Minutes of July 14, 2020. Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of July 14, 2020; Commissioner Stout seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 5-0.

PUBLIC PARTICIPATION: George Weckbacher reiterated concerns over District operating “illegal child welfare programs”, which in his commentary include the preschool and “daycare” programs. Weckbacher commented that he is aware that the District has requested a “waiver from DCFS to continue operating” and that the “waiver has not been granted and a license not issued” and asked the following questions of the Park Board:

1. Under what authority does the Park District's Board allow the operation of a Child Welfare Program that is considered by the state not a recreational program under Illinois Statute 70 ILCS 1205/8-10a and the Child Care Act of 1969?
2. Will the Park District Board put on hold plans to operate Child Welfare Programs until DCFS issues a valid license?
3. If the Park District plans to operate illegal unlicensed Child Welfare Programs, will the parents enrolling their children into these programs be notified that these programs are unlicensed?

President Parkman thanked Weckbacher for his comments and responded that the board will review his questions.

TREASURER'S
REPORT:

Discussion and motion to approve bills presented for this meeting.

Commissioner Stout presented the bill list for July 1, 2020 through July 31, 2020, in the total amount of \$83,384.83. Commissioner McCabe made a motion to approve the bills presented for this meeting as read by Commissioner Stout; Commissioner Smith seconded the motion.

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

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

Update Park District's finances and investments.

Director Mohr reported that the changes made to the fiscal year budget with COVID ramifications look to be on par. The district depends on program fees and charges as more than 50% of revenue collected, participation numbers are down and has had a negative effect on the budget. Additionally, the recreation fund took a hit with refunds issued after the start of the new fiscal year. To date, 9.1% of revenue has been collected, but less issued refunds (approximately \$88,000), the district would have collected roughly 25% of budgeted revenue.

STAFF REPORTS:

Parks Department

Director Mohr reported that Dennis Carroll, Jr., Parks and Grounds Operations Manager, working hard with part time staff to keep parks safe and aesthetically pleasing. Overall there has been more garbage and vandalism. Will be meeting with a tree removal company for dead limbs at parks. The parks team lost one staff person earlier in the season to injury, a second staff person will be returning to college shortly. One staff person will stay on an additional month for mowing and upon his departure, the contractual company will take over all mowing for the remainder of the season. Soccer goals are in place and striping will take place later in the month in preparation for the soccer season. Utilizing gator bags in an effort to save three living trees along the community center drive; dead trees will be replaced by a different landscape company as they are no longer under warranty.

Director Mohr reported that Tab Steinhaus, Facility and Vehicle Operations Manager, Fox Valley Fire and Safety are reporting different quotes for anti-freeze loop refill in Phase One; we will be holding off on any work until the Lake Villa Fire Department conducts an inspection. Took pick-up truck to Fox Lake for maintenance. Has been assisting with playgrounds and parks as needed. Splash Pad passed an inspection with the health department last month. Been working with Manager Behnke to manage weekend rentals at parks, and managing associated cleaning. There has been a delay in receiving free-standing hand sanitizer dispensers.

Recreation Department

Superintendent Murray reported the month of July felt like a normal summer month, with the reopening of facilities, parks and shelters as well as low-risk recreational classes and activities. Superintendent Murray, Director Mohr and Manager Kozuch met multiple times to finalize plans for Before and After School Program which would be convenient and cost effective for constituents. Discussions included the Engle Junction program and modifications to classes and daily protocol. Staff have finalized program offerings for fall 2020; the guide will be available online only beginning on August 17. Registration for both resident and non-residents will be available on August 24. Manager Behnke has stayed busy with camp and class registration, as well as running art classes. Rentals have picked up for the summer and have kept Manager Behnke busy with communication and assisting Manager Steinhaus with scheduling. Coordinator Vepley has modified existing fall special events and created new events to accommodate current phase guidelines, with the addition of a movie night on August 28. Pop up in the Park was rescheduled for July 24 and had an attendance of 25 people. Manager Kozuch had 8 students participate in Little Locomotives (4 and 5-year-old) summer camp, as well as 8 students in Safety Town camp. Due to lack of enrollment, all afternoon preschool classes have been cancelled and students have been given the opportunity to transfer to a morning class or participate in the new Remote Preschool Class. The Remote Class will include two 30-minute videos per week, a weekly packet pickup of activities for preschoolers that coordinate with the videos, as well as a bi-weekly scheduled zoom call. The Before and After School Program modifications have been finalized and feature options for care from 6:30a-8a, 8a-3p (e-learning day time) and 3p-5:30p, Monday through Friday for school districts 24, 34 and 41. Schools will each have their own classroom in the community center and staff person, to avoid cross contamination. Manager Reimer ran two of three athletics classes offered in July which he taught at the Community Center. Open gym maximum attendance has been brought down from 50 to 30 to ensure safety. Fall Soccer will now run as a coed league with practices and games both on Saturdays, featuring an intra-team scrimmage each week – all which follow recent guidelines distributed by the Governor for youth sports. Manager Reimer's schedule has been updated to fill holes in staffing and create efficiencies – Reimer will work 12-8p Monday through Thursday and will act as the building attendant those evenings from 5-8p. Open gym is cancelled on Friday nights until further notice.

Marketing Department

Director Mohr reported that Kathy Kohler, Marketing and Community Relations Manager, mentioned that she has been busy developing the program guide which will only be available online and not printed or mailed out. The cost to print

postcards plus mailing the guides was not fiscally responsible. Promoting programs and services on social media regularly. After the Fall 2020 program guide, the District will review the opportunity for business card sponsorship in the guide.

NEW BUSINESS: None at this time.

OLD BUSINESS: Update on 2021-2025 Master Plan and Needs Assessment
Master Plan and Needs Assessment through the Northern Illinois University Center for Governmental Studies is in place and will begin in November 2020. The Needs Assessment will happen first so data can be used in the master plan. Some payments will happen in current fiscal year.

PRESIDENT'S REPORT: Commissioner's Report
Commissioner McCabe mentioned that neighbors of hers are grateful for the Before and After School E-Learning program, which filled care holes for many local families with the change from in-person schooling to remote learning.

DIRECTOR'S REPORT: Update of various administrative activities; capitol and safety improvements, legal updates, DCFS, annual audit, COVID-19, CARES Act, etc.
Executive Director Mohr reported that we did receive our permit and will start construction on August 13; construction is scheduled to be finished prior to opening for the Engle Junction Preschool Program. Bids came in under budget. DCFS received application for licensing exemption in January, and returned information in June. The District requested an extension for the application that DCFS supplied to us for the Engle Junction Program, which was then completed and sent within the week. Supervisor from the Waukegan office received application and said it looked good. The District should be receiving a license exemption soon. As of August 10, DCFS has received all updated paperwork and Director Mohr is waiting response. Annual audit will be discussed at September. Lake County was awarded money from the CARES Act; the District will be applying for just under \$52,000 grant to offset employee costs and other safety related items relating to COVID management.

SAFETY AND RISK MANAGEMENT: Monthly Report; Safety Coordinator
Kristi Murray, Superintendent of Recreation and Risk Management, reported that COVID protocol, procedures and communication have been updated to reflect changes and enhancements to daily operations based on CDC guidelines. Cleaning products are well stocked in anticipation of the start of the school year.

Review Park District's Accident/Incident Reports
July 13 – Accident/Incident report: A staff person was stung by a bee during theater camp.
July 17 – Accident/Incident report: A preschool camp participant scraped his forearm after running into the wall outdoors at the community center.
July 28 – Accident/Incident report: A safety town participant was stung by a bee twice during camp.

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.

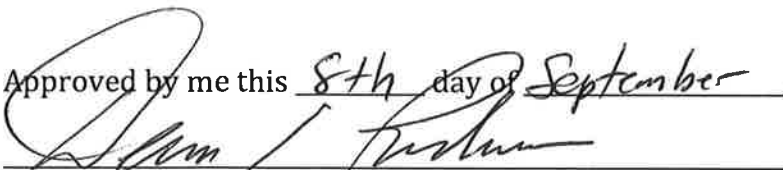
Lake Villa District Library update; discussion.
Nothing to report.

ADJOURNMENT: There being no further business to discuss, Commissioner McCabe made a motion to adjourn the meeting at 6:44p; Commissioner Smith seconded the motion. President Parkman declared the meeting adjourned on a unanimous voice vote 5-0.

RESPECTFULLY SUBMITTED,

Kristi Murray, CPRP
Superintendent of Recreation and Risk Management
Recording Secretary

David Mohr, Jr., CPRP
Executive Director
Park Board Secretary

Approved by me this 8th day of September, 2020.


Dean A. Parkman - President
Board of Park Commissioners

