

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

October 13, 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:

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 September 8, 2020. Commissioner Solbrig made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of September 8, 2020; Commissioner McCabe seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 4-0.

PUBLIC PARTICIPATION: None at this time.

TREASURER'S REPORT: Discussion and motion to approve bills presented for this meeting. Director Mohr presented the bill list for September 1, 2020 through September 30, 2020, in the total amount of \$95,816.83. Commissioner McCabe made a motion to approve the bills presented for this meeting as read by Director Mohr; 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.

None at this time.

ROLL CALL:	Parkman	Aye
	Solbrig	Aye
	McCabe	Aye
	Smith	Aye

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

STAFF REPORTS:

Parks Department

Director Mohr reported that Dennis Carroll, Jr., Parks and Grounds Operations Manager, is continuing to maintain parks and keeping up with weeding at parks. Splash Pad leaking will be repaired before winterization. Three surviving maples along entrance path are being cared for, as well as a newly donated tree at Heritage. Manager Carroll and Steinhaus have purchased 10 new lights in underpass. Drop gates were painted last week, and community has made positive comments about the improvements.

Director Mohr reported that Tab Steinhaus, Facility and Vehicle Operations Manager completing inspections regularly. Contractors were onsite to repair Phase 1 washrooms, and drill electric boxes under the underpass. Sullivan Roofing came for roof inspection – no major repairs necessary. Monthly elevator inspection completed with no problems there as well. PDRMA property review came to inspection facilities/shelters. French drain located between picnic tables and features at Splash Pad was opened up and cleaned out. Tightened up screws in skate park/bike park. Took photos of the 2010 bus to be sold while not being used. Delayed for hand sanitizers still through Peterson Products.

Recreation Department

Superintendent Murray reported that September kicked off the fall program season with the start of in-person and virtual preschool, soccer dance, theatre and youth sports classes. Updated the Winter 2021 program guide timeline and hosted a staff brainstorm meeting for program ideas. Manager Behnke's last day was September 25; Lori Friedl will begin as our new Guest Services Manager on September 28. Katie Kozuch reported that preschool is in full swing in person Monday through Fridays, and virtual is Tuesdays and Thursdays. Before and After School program is changing regularly, with the schools updating their hybrid and e-learning. Staff are doing their best to stay flexible with families and accommodate changes as possible. Paw Patrol Friday Fun class happened on September 18 with 9 participants. Zac Reimer reported that the soccer season is halfway complete and that there have been no issues, and play has not been affected by mitigation. Brave Way self-defense ran on September 26 with 4 students; yoga was cancelled due to low enrollment. Mackenzie Vepley reported that the Trucks/Trunks/Treats event had to be cancelled due to CDC guidelines marking it as an unsafe event to host. Story Walk 10 Timid Ghosts is scheduled for October 20-25. Fall dance classes began on September 8 with 35 students registered. Private lessons are also being offered to accommodate participants that aren't comfortable with group participation.

Marketing Department

Director Mohr reported that Kathy Kohler, Marketing and Community Relations Manager, mentioned that we will be breaking the guides up into Winter 2021, Spring 2021 and Summer 2021 and will be available online (no printing in the near future). Facebook boost posts for Fall 2020 guide registration was reached by over 6200 people and only cost \$50. Updating website and social media, including the cancellation of the Trucks, Trunks and Treats event. Updating guide and staffing changes as needed. Created a virtual Halloween Costume Parade on social media to run on October 30.

NEW BUSINESS: Discussion and motion to approve IAPD Credentials Certificate for annual designated delegates.

The IAPD Credentials for designated delegates has seen no changes from the past year. Commissioner Stout made a motion to approve the IAPD Credentials Certificate for annual designated delegates; Commissioner Solbrig seconded the motion.

OLD BUSINESS: None to report.

PRESIDENT'S REPORT:

Commissioner's Report -

President Parkman received a call from Peter Murphy notifying him that he was nominated to be on the IAPD Board of Directors; he will be completing the application for the two-year appointment.

DIRECTOR'S REPORT:

Update of various administrative activities; capitol and safety improvements, legal updates, CARES Act E-Learning and COVID Relief Funds, staff changes, legal symposium, IPRA, Community Needs Survey etc.

Executive Director Mohr reported that phase 1 bathrooms are complete and under budget. airPHX should arrive late October. A group of people in Lindenhurst have hired a firm to fight property taxes and Director Mohr has received a call requesting he not fight Park District taxes. Second exemption was received from DCFS for the District. Attorney General reached out to President Parkman with inquiry to potential violation of open meetings act and Director Mohr submitted required paperwork. IAPD is working with Congress to include special districts as part of the HEROES Act. Submitted application on October 8 for the E-Learning Grant available through the county. COVID Relief Funds application will be submitted on Thursday October 15 in an amount close to \$51,000. Athletics Program Manager's last day was October 8; plan to rehire the position at some point in the future. Special Events and Dance Coordinator last day was also October 8, no plans to rehire soon. Legal Symposium is on November 5. IPRA Conference will be virtual in January 2021; will be offered to any staff that needs CEU's. Paying first Community Needs survey this month with plans to begin the survey at the end of November. Briargate pulled one building permit and the District did receive payment for the permit. Election day is now an Illinois holiday and the District will be requiring staff to work from home that day.

SAFETY AND RISK
MANAGEMENT:

Monthly Report; Safety Coordinator

Kristi Murray, Superintendent of Recreation and Risk Management, reported that she hosted a meeting with Managers Kozuch, Reimer, Steinhaus and Director Mohr to develop a plan for enhanced cleaning efforts with the start of preschool and fall classes. Director Mohr and Superintendent Murray attended a virtual meeting with Jackie Pierce from PDRMA to discuss district status and loss control review process.

Review Park District’s Accident/Incident Reports

September 30 – Accident/Incident report: A preschooler was hit in the eye with a tubular toy while at class.

CORRESPONDENCE: Village of Lindenhurst update; discussion.

Released the community plan; available on the website.

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.

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 Stout 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 _____ day of _____, 2020.

Dean A. Parkman – President
Board of Park Commissioners