

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

**February 9, 2021 – 6:00 p.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
	Victoria McCabe	Commissioner
	Sean Smith	Commissioner – Virtual
Park District Staff:	Dave Mohr, Jr.	Executive Director/ Park Board Secretary
	Kristi Murray	Superintendent of Recreation & Risk Management
Others Present:	None	

Commissioner Solbrig made a motion to approve the attendance of Commissioner Smith via Zoom meeting. Commissioner McCabe seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 4-0.

**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 January 12, 2021. Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of January 12, 2021; Commissioner Solbrig seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 5-0.

Regular Meeting of the Board of Park Commissioners Minutes of January 26, 2021. Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of January 26, 2021; Commissioner Solbrig seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 5-0.

**PUBLIC PARTICIPATION:** None at this time.

TREASURER'S  
REPORT:

Discussion and motion to approve bills presented for this meeting.

Commissioner Stout presented the bill list for January 1, 2021 through January 31, 2021, in the total amount of \$53,493.96. Commissioner Stout made a motion to approve the bills presented for this meeting; Commissioner Solbrig 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.

STAFF REPORTS:

Parks Department

Director Mohr reported that Dennis Carroll, Jr., Parks and Grounds Operations Manager, has worked to maintain snow events. Road salt is coming from the Village and is paid for. Village has come through the Community Center parking lot pre-snow events to put down brine juice – Director Mohr thanks the Village for their assistance and their hard work throughout the village proper. Flickering light pole along the path will be replaced under warranty. Lights are turned off as the path is not plowed during the winter. Replaced swing chain at two park sites – Elmwood Tot Lot and Sedgewood Cove. Swing chains will be replaced at Heritage, Forest View and Country Place in the new fiscal year.

Director Mohr reported that Tab Steinhaus, Facility and Vehicle Operations Manager, no major issues to report after monthly inspections. Contractors were on site with Phase 1 restrooms in January. Will be replacing the handicap toilets to assist with flow. Quote from Pieper Electric to replace the fans in the gym. Carpets were professionally cleaned in offices. Received quotes for automatic doors at the gym entrance to the facility. Received a quote for the divider in the senior/dance room; not in the plans to replace anytime soon. Leak in the 4" line in sprinkler room was replaced. Removed 6" and 10" of snow during snow events. New sign in gym for sponsor (Junior Eagles). Bus 30 starter had to be towed for replacement.

Recreation Department

Superintendent Murray reported that she has rebooked all 2020 summer concerts, to the same dates in 2021. Updated contracts include a caveat allowing the IGA to live stream shows, to be more inclusive of attendees not able to or comfortable with attending concerts in-person. Met with the Program Manager staff to discuss a plan for summer camp, which will offer robust options for our community, including a half day option and weekly specialty sports camps. Attended an Amilia meeting in an effort to push forward better reporting options. Thank you to Director Mohr for allowing me to attend the virtual IPRA conference on January 28 and 29. Manager Cihak wrote that youth programs were pushed to begin after January 18 which permitted in-person attendance. The in-house basketball league was cancelled after many months of being placed on hold, due to lack of registration and mitigation strategies. The District's first ever pickle ball league is up and running with four teams, and we are seeing weekly attendance at our pickle ball open house. Dance

classes are all operating at maximum capacity, and we are still offering private lessons for families that aren't comfortable in the group lesson setting. Manager Friedl wrote that she has created a verification process for new households which she's implementing at the first of every month to confirm residency. Track walkers are back in the facility and are happy to be, even with the mask mandated. Updated the splash pad rental information and added the fossil dig area as a new add-on option for renters. Manager Kozuch wrote that fully remote Spanish classes were offered as a new program in winter and are running. Registration for the 2021/2022 preschool year was offered as online-only which has gone very smoothly. We are currently offering less classes to begin, with the option of adding classes should numbers show need. We have seen additional registration in the current preschool year as well – a total of 4 new students. The Before and After School program resumed on January 4<sup>th</sup> after a year end hiatus due to COVID mitigation strategies. As schools slowly being to return to hybrid models, we're seeing a need for AM and PM care, which will be offered to families beginning in February.

#### Marketing Department

Director Mohr reported that Kathy Kohler, Marketing and Community Relations Manager, made updates to Winter 2021 guide with tier and phase changes. Spring guide draft 1 is in progress; registration starts on Tuesday March 9. Facebook promotion boosts for Before/After School resulted in 42 clicks to the website. Preschool boost was viewed over 5000 times and had 82 clicks to the website. Dance boost resulted in 152 clicks to the website. \$75 reached over 15,000 people in promotions. Worked with the Village of Lindenhurst to get information into the newsletter. Created the Let's Go Lindenhurst logo for a promotion in 2021.

NEW BUSINESS: Discussion and motion to approve cancel the regular board meeting schedule for February 23, 2021 due to lack of content. Commissioner Solbrig made a motion to approve the motion; Commissioner McCabe 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.

OLD BUSINESS: Update on Grass Lake Road Underpass #63778, final billing expected this year. Director Mohr received communication that the District will be receiving final billing for the underpass within the month of February.

#### PRESIDENT'S REPORT:

##### Commissioner's Report –

Commissioner Parkman was sworn into the IAPD Board of Trustees to a two-year term. He'll be serving on the Joint Legislative Committee and the Distinguished Accreditation. Will meet 3-4 times per year.

DIRECTOR'S  
REPORT:

Update of various administrative activities; capitol and safety improvements, strategic master plan and community needs assessment, legal updates, financial banking, vaccination eligibility, IAPD/IPRA conference, Legislative Breakfast, Legislative Conference and Parks Day at the Capitol etc.

Executive Director Mohr reported that he is gathering capital improvement items for the 21/22 fiscal year. Needs Assessment meeting was on February 9. Director Mohr and Superintendent Murray worked with the NIU staff to determine questions and format, as well as timing of when the surveys will be distributed to the community. Will be focusing survey questions to garner both residents and non-resident feedback. Master Plan meeting is scheduled for February 10. Financial banking will be moving to online statements and banking, which wasn't being used at all previously. This will expedite statement receipt for review. Frontline workers and group daycare are able to sign up for the vaccine. Director Mohr will give personal letters to anyone requiring proof of employment. 1000 people attended virtual conference this year. Director Mohr attended 8 sessions. The Legislative Breakfast is scheduled virtually on February 26; Director Mohr and Superintendent Murray will be attending. Legislative conference and Parks Day are being planned as in-person events during the first week in May. Commissioner Parkman and Director Mohr will plan to attend. Fiscal year budget has been updated to reflect January month end numbers. Revenues went up from ability to host in-person programming. Will be addressing the Community Center hallway floors when the school year has concluded. Will be replaced with a sheet vinyl. Cubbies and benches along the floors will be rebuilt with durable materials. Camosy will bring in three flooring contractors to provide quotes for the project; falls under the threshold and does not need to be bid out. Marquis out front of the building will be retrofitted for under \$20,000, and will be repainted and water proofed. Digital signage will be similar to Lakes High School signage, two-sided. Sign will function on 4g service which is a one-time fee for the life of the sign. Bike/skate park fencing will be addressed. Lewis Park tennis court may be put on hold for a year to accommodate the size of the project. Janega landscaping and ponds will require maintenance. New Program Manager job was posted on February 9 with plan to hire in April. Public Access Counselor ruled in our favor saying that the District was not in violation of the open meetings act. Office hours will be full in-person for all staff beginning on February 16.

SAFETY  
AND RISK  
MANAGEMENT:

Monthly Report; Safety Coordinator

Kristi Murray, Superintendent of Recreation and Risk Management, reported that she lead a Lunch and Learn training on January 7 and a Building Attendant safety training on January 11.

Review Park District's Accident/Incident Reports

Nothing to report.

CORRESPONDENCE: Village of Lindenhurst update; discussion.

Dawn Suchy will be planning to attend in-person meetings in the near future.

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 6:55p; 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 \_\_\_\_\_ day of \_\_\_\_\_, 2021.

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Dean A. Parkman – President  
Board of Park Commissioners