

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

March 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 |
| 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 Smith made a motion to approve the agenda as presented; Commissioner Stout 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 February 9, 2021. Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of February 9, 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 Smith presented the bill list for February 1, 2021 through February 28, 2021, in the total amount of \$51,403.43. Commissioner McCabe 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.

Update Park District's finances and investments.

Current fiscal year is looking better than originally projected.

STAFF REPORTS: Parks Department

Director Mohr reported that Dennis Carroll, Jr., Parks and Grounds Operations Manager, monthly playground inspections completed. Tracks in snow at many parks show great usage during winter months. Will be replacing three soccer nets this fiscal year, using a new company that is significantly cheaper than previous replacements. Attended PDRMA splash pad training with Manger Steinhaus. Will be testing chlorine potency. Swing chains at Heritage, Forest View and Country Place will be replaced. Public Works will be treated to lunch on March 11 as a thank you for their assistance throughout the winter.

Director Mohr reported that Tab Steinhaus, Facility and Vehicle Operations Manager, is working with a new fire system contractor out of Gurnee. Fox Valley Fire and Safety fixed leak in the 4" pipe in sprinkler room, however Manager Steinhaus is working with a new company out of Gurnee which has provided better communication and more competitive pricing. New toilets were installed in the handicap stalls in Phase 1 restrooms to assist with flushing power.

Recreation Department

Superintendent Murray reported that budgetary review continues with Recreation Managers as the fiscal year comes to a close. Interviews for the new Recreation Program Manager role (overseeing special events, special recreation and senior programming) begin in early March with a tentative start date for the new hire on April 5. Configured internal processes to prepare Amilia for spring program registration which begins on Tuesday March 9. A covid-friendly Easter Egg Hunt event will take place on Saturday March 27 at 6 different parks simultaneously. Planning is in final stages for the event. First in-person Recreation Team meeting in months was hosted in February! Manager Cihak reported that all youth programs are running (Pee Wee Soccer and Volleyball running with maximum registration). Spring soccer league is moving forward with a weekly practice schedule and games on Saturdays. Children will be required to wear masks while playing. Pickle ball League is in its third week and weekly Pickle ball drop-ins have seen regular players. In-person yoga will run for the current session. The Park District granted a \$250 soccer scholarship to Megan Eppel. We are seeing an increase in open gym and gym rental revenues again. Manager Friedl reported that she is staying busy with welcoming gym renters back and booking birthday parties and indoor room rentals as well. Getting many calls about youth sports. Worked with Manager Kohler to update web pages and program guide pages for consistency with rentals and facilities. Updated splash pad rental booking to include fossil dig area as an add-on. Manager Kozuch reported that the annual Preschool Art Show will take

place on Wednesday March 10 with staggered viewing times based on teacher and class. The book fair will be online only this year. Preschool registration numbers for the 2021/2022 school year are filling up; staff have the ability to add afternoon classes to accommodate additional need. AM and PM care was offered in February for those needing care as they transition to a hybrid-learning schedule. Camp staff from 2020 have been contacted to determine availability to work for summer 2021.

Marketing Department

Director Mohr reported that Kathy Kohler, Marketing and Community Relations Manager, secured Egg Hunt sponsorships in the amount of \$450 total. Let's Go Lindenhurst logo was installed on the wall in the community center and will be a promotion for the 2021 year. Met with Director Mohr and the Maddux J. LaPriore Butterfly Effect foundation to discuss options for sponsorship to include a gym sign as well as potentially basketballs for the children participating in the in-house basketball program, as well as a potential sponsorship of a District soccer field. Found the power of social media in posts for a youth activity in relation to registration is powerful.

NEW BUSINESS: Village of Lindenhurst exploring Grand Avenue TIF Redevelopment District
Village is exploring a TIF redevelopment district between Slove Park through Deep Lake Road on the north side. As more information becomes available, Director Mohr will provide to the Board.

OLD BUSINESS: Update on Grass Lake Road Underpass #63778, final billing.
Received final bill for the underpass in the amount of \$120,773.01 which is less than anticipated. Park District's portion is 27.7%. Director Mohr would like to pay the balance within the current fiscal year - \$33,454.12.

Update on Cash Donation for new subdivision Briargate in Lindenhurst.
Received 9 total land permit pull cash; anticipating another 4.

PRESIDENT'S
REPORT: Commissioner's Report
Nothing to report.

DIRECTOR'S
REPORT: Update of various administrative activities; capitol and safety improvements, strategic master plan and community needs assessment, legal updates, Legislative Breakfast, staff vaccine update, IMRF audit, Regular Park Board meeting location.
Executive Director Mohr reported that the District has an estimate for replacement of flooring in the Community Center. Originally planned to replace with sheet vinyl; will be utilizing commercial vinyl which is cheaper and simpler to replace, to include front foyer and Conference Room for \$55,000. Replacement will begin after preschool year is complete. Cubby benches will be replaced throughout the hallway during this time as well. Received permit from Village for new District sign at entrance; retrofit will begin in April. Tentative timeline is presented for the Master Plan to finalize process and begin moving forward. Board involvement will be during the summer as a board workshop. Director Mohr is working with Mike Clark, the Palatine Park District Executive Director on the process to being updating policies and procedures. Survey questions draft presented; Director Mohr and

Superintendent Murray will be meeting with NIU on March 11 to review notes and draft. Attended Legislative Breakfast virtually. Staff have received emails for vaccine; most have already received first shots. Being audited by IMRF; District sent over required documents and are awaiting update on March 29. Director Mohr would like move regular Park Board meetings to the Village Hall which will give additional space for future meetings. April meeting will be moved to that location.

General discussion of Proposed Final Draft, Budget and Appropriation Ordinance 21-03-02.

Change to Site and Construction fund due to the invoice for the Underpass. Director Mohr recommends tentative approval for 30-day public inspection. Public hearing is scheduled for May 11 at 5:50p.

Commissioner Smith made a motion, seconded by McCabe.

SAFETY
AND RISK
MANAGEMENT:

Monthly Report; Safety Coordinator

Kristi Murray, Superintendent of Recreation and Risk Management, reported that she attended a PDRMA webinar called COVID-19 Vaccine in the Workplace which discussed legality of vaccine requirement in the workplace, associated vaccination risks and employer incentive plan options to encourage employee vaccination. Attended Managing Performance During Uncertain Times PDRMA webinar, which focused on staff productivity and related management throughout COVID shutdown.

Review Park District's Accident/Incident Reports

Accident Report (2/17) - Child was leaning back in his chair and tipped over, hitting his head.

Accident Report (2/25) - Staff member tripped over toy horse while teaching in classroom.

CORRESPONDENCE: Village of Lindenhurst update; discussion.

Nothing to report.

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 7:14p; 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.

Dean A. Parkman – President
Board of Park Commissioners