

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

May 11, 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
Todd Solbrig
James Stout
Sean Smith | President
Vice President
Treasurer
Commissioner |
| Park District Staff: | Dave Mohr, Jr.

Kristi Murray | Executive Director/
Park Board Secretary
Superintendent of Recreation
& Risk Management |
| Others Present: | Dawn Suchy | Village Trustee |
- 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 4-0.
- REVIEW OF MINUTES:** Regular Meeting of the Board of Park Commissioners Minutes of April 13, 2021. Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of April 13, 2021; Commissioner Solbrig seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 4-0.
- PUBLIC PARTICIPATION:** Dawn Suchy addressed and thanked the board for her time working with the staff and board during her time as Village Liaison.
- CONFIRM CANVASS:** Confirm Canvass of Votes by the Lake County Clerk’s Office from the April 6, 2021 Consolidation Election. President Parkman proclaimed the winners of the consolidated election. 768 votes. President Parkman is celebrating 30 years of serving the Park Board.
- OATH OF OFFICE:** Election of One (1) Full Six (6) Year Term – Dean A. Parkman.
- ORGANIZATION OF PARK BOARD:** Appoint Park Board Officers.

President Parkman will continue in his acting position as President. Vice President Solbrig will continue in his acting position as Vice President. Treasurer Stout will continue in his acting position as Treasurer. Commissioner Smith made a motion to appoint the Organization of the Park Board Officers; Commissioner Solbrig seconded the motion.

ROLL CALL: Smith Aye
 Parkman Aye
 Stout Aye
 Solbrig Aye

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

Director Mohr suggested that the District will be appointing Board Members to be liaisons to local municipalities. Treasurer Stout will liaison to the Lake Villa Township. Commissioner Smith will liaison to the Lake Villa District Library. President Parkman will liaison to the Village of Lindenhurst. Commissioner McCabe will liaison to the Village of Lake Villa.

TREASURER'S
REPORT:

Motion to approve Proposed Fiscal Year 2021-2022 District-Wide Budget and Associated Fiscal Year 2022 Budget and Appropriation Ordinance 21-03-02.
There has been a required public hearing and required public posting regarding the Appropriation Ordinance 21-03-02. Commissioner Solbrig made a motion to approve the Proposed Fiscal Year 2021-2022 District-wide Budget and associated Fiscal Year 2022 Budget; Commissioner Stout seconded the motion.

ROLL CALL: Smith Aye
 Parkman Aye
 Stout Aye
 Solbrig Aye

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

Discussion and motion to approve bills presented for this meeting.
Commissioner Stout presented the bill list for April 1, 2021 through April 30, 2021, in the total amount of \$43,913.24. Commissioner Stout made a motion to approve the bills presented for this meeting; Commissioner Smith seconded the motion.

ROLL CALL: Parkman Aye
 Solbrig Aye
 Stout Aye
 Smith Aye

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

Update Park District's finances and investments.
Director Mohr is happy to report that the District finished much better than expected. Total cash balance lost was just under \$19,000 for the year, considering

more than 50% of revenue comes from programs that were inoperable for 6 months of the fiscal year. Treasurer Stout commented that the upswing is proof that recreation programs are covering costs appropriately. Director Mohr commented that programs will continue to improve while following the cost recovery program.

STAFF REPORTS: Parks Department

Director Mohr reported that Dennis Carroll, Jr., Parks and Grounds Operations Manager, light along path at Parkman Pavilion has been repaired. Repaired ivy along fencing at Parkman Pavilion. Repaired holes in soccer fields. Redid goal mounts at Forest View Park soccer field. Splash pad is up and running; chlorine was filled late April. Technical replaced two wall pump hoses for chemical feeds; Tab was cleaning water probes and additional mechanical features. Met Sunday Services to discuss turf restoration. Scheduled to be completed by the end of May. Once complete, 7 maples will be planted. Second summer staff member will begin June 1. Began construction on cabinet for life ring cabinet structure at Meyer's Beach.

Director Mohr reported that Tab Steinhaus, Facility and Vehicle Operations Manager, sprinkler inspection was complete. Water at Mallard Ridge was turned on. Ohare Mechanical (formerly used CSI) came for quarterly inspection. Fixed outlets and quoted fans. Roof inspection complete. Fire extinguisher inspections complete. District has had some recurring vandalism at Millennium Park. Timer has been changed to only accommodate park use for baseball and soccer practices which has helped. Village is aware and the Police department is doing extra patrol to deter further damage. Looking to sell 2010 GMC bus. Ford van was into Fox Lake motor pool to repair dash light issues. Regular facility maintenance daily.

Recreation Department

Superintendent Murray reported that two new staff members began in the month of April. Hannah Greenfield is the new Recreation Program Manager who began on April 4 and is overseeing SRSNLC, Active Adults and Seniors as well as the District's special events. Sara Hilby is the new Athletic Program Manager who began on April 19th. The staff have both jumped into their new roles! Met with Recreation staff to discuss goals and strategic direction for the new fiscal year. Focus will be on bringing programming back in full swing to the community through both personal and professional goals, as well as team-oriented goals. The District is happy to partner with the Lindenhurst Pageant program to host their 2021 pageant activities on site at the Community Center. This includes pre-pageant interviews in July and the pageant itself on August 8. Attended the SRNLC board meeting on April 14: will be taking over secretarial duties beginning in July. Manager Friedl presented a new chart which contains financial breakdown of sales and payments processed by her in the month of April. Booked first in-house birthday party – Mad Science Lab. Has 7 shelter rentals for the month of May, 5 in June. Total of 8 splash pad rentals over the course of the summer, all on Saturday mornings. Manager Greenfield reported that Active Adult drop-in program attendance has increased. The Active Adult membership program will begin updating memberships in January 2022. Visited Oak Hill Supportive Living Community and Gurnee Meadows to discuss programming opportunities at the District for residents. Met with Shelly at Grayslake Park District to discuss options for cooperative programming in fall. Coffee Club is starting again on the second Monday of every month – May 10 features a visit from Mayor Marturano. Four trips are planned for the summer – two

of which are already full with 10 registrants. First trip is lunch and a movie in Gurnee on May 21. Planned a pop-up special event in conjunction with IPRA for Unplug Illinois day on July 10. Featured activities include a free Jazzercise class at Parkman Pavilion, kite flying (free 100 kites donated by Honey Orthodontics) and a park bingo game. Big Rig Day (formerly known as Touch a Truck) planning is underway for Saturday August 28. Attended a board and staff meeting for SRSNLC. Working with agencies to cooperate on summer programs to bring SRSNLC programs back. Will see a return to in-person programming for fall. Manager Hilby reported that spring soccer games began on April 24. Registration for fall 2021/spring 2022 season began on May 3. Registration options include fall only or fall and spring seasons, which offer flexible schedules and pricing options for constituents. Pickleball league did not run this spring. Finalizing plans for the dance recital on June 11. Jazzercise began in-person classes again on April 19; 213 participants took advantage of 26 classes. Manager Kozuch reported that the virtual Spanish lessons had 3 total participants in spring. Class times for upcoming school year have been adjusted to accommodate a staggered drop off. Preschool Enrichment maximums have been adjusted to properly accommodate safe attendance in the classroom. Before and After School Program had an increase in registration from District 41 in the month of April. Camp Exploration staff interviews are scheduled for May. Finalizing on-site field trips for the summer.

Marketing Department

Director Mohr reported that Kathy Kohler, Marketing and Community Relations Manager, updating marquis and website weekly. Promoted Summer Camp guide and Active Adults guide. Summer 2021 guide is out, registration began on May 4. Fall 2021 guide content is due June 7. Secured sponsorship for Movie Under the Moon and in-kind donation from Go-Go-Squeez. Live Music in the Parks has been shared by 101 people and seen over 9000 times. Kids concerts and soccer promotion focused. New soccer signs and banners ordered. Met with Manager Greenfield to discuss marketing her role. New Jazzercise sign installed.

NEW BUSINESS: There was no new business to address.

OLD BUSINESS: Update on Community Needs Assessment and Survey.
338 completed surveys; 44% are non-residents as of May 11.

Update on 2022-2025 Strategic Master Plan and Direction.

Focus groups have been determined and invitations have been distributed. School Districts, Village Administrators and Trustees, Mayor and Police Chief have all responded favorably. Elected official interviews have been in part scheduled. All meetings have been scheduled through October. Received preliminary draft of inventory and assessment section.

PRESIDENT'S
REPORT:

Commissioner's Report

President Parkman attended IAPD meetings via Zoom; will be attending a training for new board member expectations in May. Next JLC meeting in September will be in person.

DIRECTOR'S
REPORT:

Update of various administrative activities; capitol and safety improvements, legal updates, intergovernmental cooperation, financial audit, IMRF audit, staff evaluations, Millburn Masonic Lodge donation, Amazon Business, etc.
Executive Director Mohr reported that capital projects will include registration desk renovation, Engle Drive improvements, Skate Park renovations including concrete repair and fence removal, Community Center floors will be redone in late July, fans in gym will be replaced. Most projects will be out of need and not want this fiscal year. Manager Carroll has been patching board walk at Janega, but Director Mohr is having difficulty finding someone to do the replacement work. Discussed options for ordering pre-fab sections; will be meeting with Resident Owens (also Director of Parks and Planning for Gurnee Park District) to discuss options for repair. FFCRA effective January 1 made paid leave for employees optional; District has opted out of paying part time employees for shutdowns as District would not receive recuperation from government for funds. OSLAD grants are under fire; applications were to open May 1 and Pritzker is proposing a sweep of all funds. IAPD encourages Districts to reach out to elected officials to fight to maintain grant program. American Rescue Plan were to give funds to villages and counties; spoke with Village staff to discuss options to share dollars with special districts and will potentially reach out to County as well. IMRF audit scheduled virtually for preliminary meeting on May 28 and will be on site June 21-22. Completed IMRF audit; District received credit for Director Mohr's previous contract which didn't exclude car allowance. Staff evaluations completed end of April. Millburn Masonic Lodge donation \$300 came from soccer coach (Nick Kalfas) to be utilized for equipment replacement. District's Amazon account is switching to business account; will give the District access to 15 million more products with additional associated discounts.

SAFETY
AND RISK
MANAGEMENT:

Monthly Report; Safety Coordinator
Kristi Murray, Superintendent of Recreation and Risk Management, reported that

Review Park District's Accident/Incident Reports
Accident Report (4/15) – Contacted EMS for evaluation of an Active Adult participant that was feeling faint and dizzy.

CORRESPONDENCE: Village of Lindenhurst update; discussion.
Promoted Officer Robles and Officer Gugel to Sergeant position. TIF workshop zoom on Monday May 17, 7p at the Village. Representatives from the firm coordinating the TIF will be leading the meeting to exchange information and questions/answers. Village Board Room was dedicated to Arthur L. Neubauer in the month of April.

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 Smith made a motion to adjourn the meeting at 7:06p; Commissioner Solbrig seconded the motion. President Parkman declared the meeting adjourned on a unanimous voice vote 4-0.

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