

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

June 8, 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 Solbrig seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 5-0.

REVIEW OF MINUTES: Hearing on Budget and Appropriation Minutes of May 11, 2021.
Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of May 11, 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 May 11, 2021.
Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of May 11, 2021; Commissioner Stout seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 5-0.

PUBLIC PARTICIPATION: None

TREASURER'S
REPORT:

Discussion and motion to approve bills presented for this meeting.

Commissioner Stout presented the bill list for May 1, 2021 through May 31, 2021, in the total amount of \$139,194.47. 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.

Update Park District's finances and investments.

Director Mohr commented that the district has \$835,589.73 cash on hand after the close of the 20/21 fiscal year. Mowing will be higher than previous years; District's mower is not working and mowing contractor will need to cover until repaired. Repairs are backlogged at Russo.

STAFF REPORTS:

Finance Department

Director Mohr reported that Linda Marturano, Business Manager, reported that ADP time clock has been returned as staff can clock in remotely from app on smart phone. Received \$61,040.22 from the county. Three impact fees from Briargate community totaling \$4,736.85. Completed PCI compliance with assistance from IT group.

Parks Department

Director Mohr reported that Dennis Carroll, Jr., Parks and Grounds Operations Manager, fixed path light along Parkman Pavilion. Replaced driver in light for flagpole at Community Center. Light fixture in Gazebo at Forest View Park on docket for repair. Sondag Services completed turf restoration at Community Center; are watering to ensure growth. Skate Park turf is not growing as well. New seasonal worker began on June 1; working two days per week. Life Ring cabinet built at Meyer's Beach. Linden's Landing cabinet was vandalized; cabinet will be removed and life ring will hang on side of guard tower.

Director Mohr reported that Tab Steinhaus, Facility and Vehicle Operations Manager, completing inspections. Sentry Sprinkler was onsite to add sprinklers to new closets in gym. O'Hare Mechanical HVAC replaced motor in air condition in Preschool Room B. Pieper Electric replaced fans in gym. Dan's Mechanical replaced solenoid at Splash Pad. Adjusting timers on bathrooms at parks for rentals, soccer, customer usage etc.

Recreation Department

Superintendent Murray reported that goals and objectives are being finalized for staff and the rec team, with a focus on community involvement and partnership, as well as customer experience. Meetings with staff have been regularly taking place to confirm upcoming events and programs. Manager Friedl presented a new chart

with registration information from Amilia for the previous two months, highlighting revenue intake by ledger account. Hosted our first birthday party since COVID (Mad Science themed) and was a great success. Photos were shared to social media to encourage additional bookings. Shelter rentals and splash pad rentals have been popular this summer. Manager Greenfield has been busy planning active adult drop in programs and trips. First trip was to a movie, next trip is filled with 11 participants to Lake Geneva in July. Three SRSNLC activities are planned for summer with a more robust schedule planned for fall, including social activities, sports and fitness. Finalizing details for summer events including concerts, Unplug Illinois Day and Big Rig Day (formerly Touch a Truck). Planning for fall/winter events has begun. Manager Hilby reported that the soccer season will end on June 5. A focus group meeting will be scheduled with coaches to determine enhancements/improvements with their feedback for program moving forward. Dance recital will be held at the Community Center on June 12. Jazzercise ran 64 in-person classes in May. Manager Kozuch reported that preschool graduation ceremonies took place on May 19 in three different ceremonies in the Community Center gym. Camp staff have been hired and trained in preparation for the start of camp in early June. On-site field trips have been booked to avoid travel and COVID-related restrictions.

Marketing Department

Director Mohr reported that Kathy Kohler, Marketing and Community Relations Manager, fall 2021 program guide is in progress. Guide content will be submitted directly to Amilia by Program Staff. Live Music in the Parks began early June. Contacted breweries to sell beer at concerts at Parkman Pavilion; will feature Black Lung and Harbor Brewing rotating throughout the summer. Ordered new signage with Fast Signs. Created flyers for events and programs. Attended Chamber Mixer on May 20 at Black Lung Brewery.

NEW BUSINESS: There was no new business to address.

OLD BUSINESS: Update on Community Needs Assessment and Survey.
452 completed surveys; 55% are residents. Anticipate receiving 500 surveys before the end of June. Individual meetings will be conducted in the coming weeks. Meeting with Mike Clark at end of June for park planning.

Update on 2022-2025 Strategic Master Plan and Direction.

Meetings are scheduled for participation in focus groups in the coming weeks.

PRESIDENT'S
REPORT:

Commissioner's Report

Commissioner Parkman will be attending the IAPD Awards Banquet at Chevy Chase in October and invited other Commissioners to attend as well. Commissioner McCabe received complaints about Millennium Park soccer field from a coach. Condition of field is terrible, has holes and is not in a playable condition.

DIRECTOR'S
REPORT:

Update of various administrative activities; capitol and safety improvements, legal updates, etc.

Executive Director Mohr reported that he's been working on preliminary field work for 2021 audit. Using Suralink for uploading of docs. Much of audit process will be completed before auditors are onsite. Front desk improvements are complete without the glass which will be completed in four weeks. Lights will need to be updated, along with ceiling repair and paint. Open wall behind desk will have a tv with rotating camera views of facility. Skate park improvements have opened up the back area of the community center with the removal of the fencing. Flooring project will begin July 17 and should take about 2 weeks to complete. Janega boardwalk contractor says repair will cost \$4000 for every 10 feet of board walk. Board members will receive individual email addresses where board packets will now be sent; no printed copies will be distributed moving forward.

SAFETY
AND RISK
MANAGEMENT:

Monthly Report; Safety Coordinator

Kristi Murray, Superintendent of Recreation and Risk Management, reported thanked Manager Kozuch for running the CPR staff training for full time staff in May. Superintendent Murray hosted a virtual Lunch and Learn training on May 20.

Review Park District's Accident/Incident Reports

Accident Report (5/11) – Staff person was playing tag with a participant, tripped and hurt her ankle

Accident Report (5/21) – Before and After School participant was given hand sanitizer; the child proceeded to lick the sanitizer off their hand. Poison control was contacted.

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 7:01p; Commissioner Smith seconded the motion. President Parkman declared the meeting adjourned on a unanimous voice vote 5-0.

RESPECTFULLY SUBMITTED,

Kristi Murray, CPRP

David Mohr, Jr., CPRP

Superintendent of Recreation and Risk Management
Recording Secretary

Executive Director
Park Board Secretary

Approved by me this _____ day of _____, 2021.

Dean A. Parkman – President
Board of Park Commissioners