

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

**July 13, 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  
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 4-0.

REVIEW OF MINUTES: Regular Meeting of the Board of Park Commissioners Minutes of June 8, 2021. Commissioner Stout made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of June 8, 2021; Commissioner Solbrig seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 4-0.

PUBLIC PARTICIPATION: None

TREASURER'S REPORT: Discussion and motion to approve bills presented for this meeting. Commissioner Stout presented the bill list for June 1, 2021 through June 30, 2021, in the total amount of \$161,212.30. 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 commented that contractual mowing is up due to in-house mower break. Entire engine was replaced, approximately \$3500, was taken from vehicle repairs account. Program refunds are not what we expected but refunds are being tracked regularly and will be addressed as the year goes on. Contractual IT services have been paid for the year. Splash pad rentals are approximately double budget. Expenses are up with replacements and repairs at splash pad.

STAFF REPORTS: Finance Department

Director Mohr reported that Linda Marturano, Business Manager, provided pre-site and on-site work with auditors. Began 2021 receipts and disbursements report. Year to date, the District has received \$713,000 from the County. Processed 9 new staff members.

Parks Department

Director Mohr reported that Dennis Carroll, Jr., Parks and Grounds Operations Manager, worked with Pieper Electric to replace light at Forest View Park, along with a bad photo cell. Transported soccer goals from Slove to Mallard in anticipation for fall soccer season (to avoid usage of park during Lindenfest reschedule in early October). Mowed turf restoration area at entrance to Community Center; will reseed late fall or early spring. Stained rafters at the shelter at Linden's Landing, along with power washing in preparation for rentals. Purchased new wind screen for fencing at Millennium Park.

Director Mohr reported that Tab Steinhaus, Facility and Vehicle Operations Manager, completed monthly facility inspections. Ohare Mechanical will be submitting a quote to add air conditioning in maintenance office. Pieper Electric will be quoting replacement of lighting outside of front desk at Community Center. Still looking to sell 2010 GMC bus, potentially after summer as bus is being used by summer camp for local transportation. Removed graffiti from men's restroom at Millennium Park; restrooms are closed until further notice due to vandalism.

Recreation Department

Superintendent Murray reported that summer programs are up and running in full swing. Camp attendance is at an average of 80 children per day, which is much more than staff expected based on last summer's attendance. Concert attendance is the largest it's ever been at each location. T-ball program is running with 4 teams and 44 total participants. Fielding requests for shelter and splash pad rentals, as well as regular indoor renter requests. Meeting with the Girl Scouts of Northern Illinois organization to develop a partnership that would allow the District to offer programs specifically to Girl Scout troops in the area. Meeting with the Lake Villa District Library and staff to determine future cooperative program/marketing opportunities for the municipalities. Manager Friedl reported that she booked the second birthday party (post covid) for July 11 which is a princess theme. Been managing increased rental requests. Manager Greenfield reported that she worked with Oak Hill Senior Home to offer a cooperative bingo event at the Lippert Community Center in June which had 24 attendees. Staff from Oak Hill was pleased with results and will be coming to additional programs and events, as well as

sponsoring future programming. First big active adult trip was held in Lake Geneva. Participants attended a mail boat tour and enjoyed lunch at Popeye's and shopping. Next trip is to Ikea in Schaumburg in July. Offered three summer cooperative programs for SRSNLC – none of which have any registration currently. Offering six programs for SRSNLC in fall. Sent out a mailer introducing herself and showcasing program offerings to all previous SRSNLC participants. Planning fall special events; changed name of Holiday Tree Lighting event to Winter Wonderland and updating format of event. Notifying board that Haunted Trail will be held on Saturday October 16 this year and will feature food trucks instead of the traditional witch's kitchen run by the Park District. Manager Hilby reported that spring soccer ended June 5 and registration for the fall 2021/spring 2022 season is underway. Met with coaches for a season recap meeting and to discuss potential changes to the program. Five of the six specialty sports camps offered this summer are running with new staff hired to coach. Dance recital was held on June 12 at the Community Center gymnasium. Summer classes began on June 13 and have 63 participants. Manager Kozuch reported that preschool summer camp is in its second session currently. Safety Town camp will run the last week of July. Summer camp exploration numbers are reported by week, and highlight the number of children registered in each option. Campers have enjoyed onsite visits for field trips instead of travelling as per normal summers. Katie has coordinated with Millburn Elementary school to accommodate children in summer school with a half day/discounted camp rate. Meeting with school districts and transportation key-staff to create relationships for enhanced communication and collaboration with school districts this summer. Finalizing planning for the fall school year; registration has already begun.

#### Marketing Department

Director Mohr reported that Kathy Kohler, Marketing and Community Relations Manager, worked hard to learn the new marquis software. Fall 2021 program guide content was due June 14. Recap meeting scheduled to review new process. Winter/Spring 2022 timeline was distributed. Sponsorship efforts have been successful for upcoming events – both in-kind donations and cash. Working closely with Black Lung Brewery booking for Live Music in the Parks. Keeping social media and website updated. Ordered new banners for Before and After School Program. Celebrated 27 years of employment with the Park District on July 5.

NEW BUSINESS: There was no new business to address.

OLD BUSINESS: Update on Community Needs Assessment and Survey.  
Reached 500 completed surveys on or before June 16. Data is being analyzed.

Update on 2022-2025 Strategic Master Plan and Direction.  
Received preliminary demographic profile, including information from 2015, 2020 and projections for 2025. Updating some verbiage in original report to clarify reporting details on residency and user areas. Park Tours for capital planning with Executive Director Mike Clark from Palatine Park District. Will be touring all parks and facilities in two days in July. The district will plan for capital over a 3-year period focused on safety-related projects. A future capital purchase plan will be enacted when the District's financial status improves.

PRESIDENT'S

REPORT: Commissioner's Report  
IAPD golf outing and lunch on Monday July 19 in Deerfield.

DIRECTOR'S  
REPORT: Update of various administrative activities; capitol and safety improvements, legal updates, etc.  
Executive Director Mohr reported that new floor construction begins on July 19. Camosy is managing demo. Facility will be open during construction and staff are working with a schedule of construction to make programming work. Glass installation for the front desk has been backordered twice; hoping to hear about status anytime. Boardwalk section at Janega is complete; more work was required to complete the project. Special recreation associations must allow by law individuals that need medical marijuana to participate in programs. Gala Awards Dinner is on Friday October 15 at Chevy Chase, which is the evening before Haunted Trail. District will be applying for the Intergovernmental Award.

SAFETY  
AND RISK  
MANAGEMENT: Monthly Report; Safety Coordinator  
Kristi Murray, Superintendent of Recreation and Risk Management, led a safety training for summer camp staff.

Review Park District's Accident/Incident Reports  
Accident Report (6/11) – Camper collided with another camper in the gym, hitting heads

Accident Report (6/17) – Camper fell outdoors, resulting in a rash on leg. Camper then began complaining of her throat hurting and was concerned about having an allergic reaction.

Accident Report (6/18) – Camper was hit in the face with a ball

Accident Report (6/23) – Camper was poked in the eye

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.

EXECUTIVE SESSION: Commissioner Solbrig made a motion to move into Executive Session at 7:05p; Commissioner Smith seconded the motion.

ADJOURNMENT: There being no further business to discuss, Commissioner Smith made a motion to adjourn at 7:14p; 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.

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Dean A. Parkman – President  
Board of Park Commissioners