

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

**August 10, 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
	Victoria McCabe	Commissioner
	Sean Smith	Commissioner
	James Stout	Treasurer
Park District Staff:	Dave Mohr, Jr.	Executive Director/ Park Board Secretary
	Dennis Carroll	Parks and Grounds Operation Manager
	Lori Friedl	Guest Service Manager
	Hannah Greenfield	Recreation Program Manager
	Sara Hilby	Athletic Program Manager
	Katie Kozuch	Recreation Program Manager
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:** Regular Meeting of the Board of Park Commissioners Minutes of July 13, 2021  
Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of July 13, 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 July 1, 2021 through July 31, 2021, in the total amount of \$131,710.13. 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  
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 him and Manager Friedl were discussing refund and noticed, resident discounts were being recorded as refunds instead of discount. Will look into to confirm with Amilia.

STAFF REPORTS: Finance Department

Director Mohr reported that Linda Marturano, Business Manager, reported that we received \$34,945.50 from the county. Three impact fees from Briargate community totaling \$4,736.85. Received impact fees for 1709 Cherrywood Lane totaling \$1,014.14. Inputted three new employees.

Parks Department

Manager Carroll reported that his seasonal workers last day was Thursday, August 5. Possibility of hiring two additional staff members next year if budget allow. Extended offers to current season help for next season. Replaced park signs at Mallard Ridge, Lewis, and Heritage Trails. Modifications have been made with soccer field to align with updated field size and goal size.

Director Mohr reported that Tab Steinhaus, Facility and Vehicle Operations Manager, had several contractors on site to complete maintenance throughout the facility which included rug cleaning and pest control. Camosy and Dickow Cyzak Tiling installed new flooring through the building. Powerlink was onsite to provide a quote for recessed lighting in main entrance. Continued maintenance at the Splash Pad throughout the summer.

Recreation Department

Manager Greenfield reported that the Lindenhurst Chief of Police attended the active adult coffee club on July 12. Cards and games moved to the library during construction in the building for one week. Twelve active adults participated in trip to IKEA, two additional spots were added last minute. The SRSNLC program guide is complete and on the website. Brochure will be mailed to participants. All summer cooperative events were cancelled due to low enrollment. About 100 people were in attendance for the last children's concert on July 20. Live Music in the Parks attendance ranged from 700-1000 people. The Witches Kitchen will be renamed Fright Bite, and will consist of food trucks. We will still be offering popcorn, cookies, and hot chocolate. Black Lung Brewery will be present at Haunted Trail. Winter Wonderland, formally Holiday Tree Lighting will be Saturday, December 4, from 4:00pm-6:00pm. Santa will arrive on a fire truck from the Lake Villa Fire Protection District. Lighting of the tree will still occur. Families will have a chance to decorate

ornaments for trees in Parkman Pavilion, participate in a story walk and hot chocolate station. Families can also participate in a family ugly sweater contest and a prize will be provided for the winning family. Commissioner Stout mentioned using the Village of Lindenhurst float from last year's Santa Parade for Santa to arrive on for Winter Wonderland. Commissioner McCabe suggest Bearded Veterans Grill as a possible food truck for Haunted Trail. Manager Friedl reported additional rentals for the Splash Pad were made available on Fridays from 6:30pm-8:30pm and Saturday 6:30pm-8:30pm. Booked second birthday party rental, princess themed. Birthday family really happy with party. Manager Hilby reported t-ball league ended on July 31, and hosted an all-star day. Players participated in throwing, hitting and running contest. Ribbons were distributed for first, second, and third place by age groups. All players received a participation ribbon. Forest Orthodontics handed out bomb pops to players and families. Fall soccer registration ended with 228 total registered with 51 families taking advantage of the fall only option. Weekly summer sports camp 6 out of the 7 ran. 5 of 7 staffed in house. Making changes to in-house soccer league, field sizes, team sizes, and various rules at different age levels. Put the league in line with the Illinois Youth Soccer League and USA Youth Soccer League guidelines. Manager Kozuch reported an additional session of Little Locomotives was added in the month of July. The Lindenhurst Police Department and Lake Villa Fire Protection District presented at Safety Town camp. All families who were on a waitlist for preschool have been notified of a spot and registered or have been removed from the waitlist. An additional section of 2.5 year old preschool has been added due to interest in the program. An average of 70-80 participants attended Camp Exploration daily. Executive Director Mohr reported that Kristi Murray, Superintendent of Recreation and Risk Management, meeting with staff regularly to train on and review district protocol and procedures. In beginning stages of planning for the winter/spring 2022 programs and program guide timeline. We are focusing on recruitment and hiring of staff for fall programming and beyond.

#### Marketing Department

Director Mohr reported that Kathy Kohler, Marketing and Community Relations Manager, that registration began for the fall guide on August 3. The last children's concert was held on Tuesday July 20. Staff participated in the PDRMA Healthy Selfie challenge on social media. Created the Out and About Active Adults guide which is a pull out guide of programming for fall. Secured Forest Orthodontics as a sponsor to provide bomb pops during the t-ball all star game on July 31. Secured donations from Tom Lippert for Haunted Trail prizes and Honey Orthodontics for Fall Family Movie Night and Kids Drive in Movie event. Park District hosted the last scheduled concert on August 4 (originally scheduled for the Library location) and rescheduled the Feel Good Party band to August 25 due to rain.

NEW BUSINESS: No new business at this time.

OLD BUSINESS: Update on Community Needs Assessment and Survey.  
Received the estimated 500 surveys from residents, about 50% of them were non-residents. Completed park tour with Executive Director Mike Clark from Palatine Park District on July 15.

Update on 2022-2025 Strategic Master Plan and Direction.

On July 16, called to update demographic profile. Department Head workshop planned for September 27 and Board/Staff workshop planned for October 4.

PRESIDENT'S  
REPORT:

Commissioner's Report

Commissioner Parkman received a complaint about cost of walking track fees for active adults. Commissioner Parkman encourage staff to mention Active Adult Activity Pass (includes aerobics, cards, and walking) which is free from now to the end of the year. Commissioner Stout recommended having announcements at the end of concerts to promote upcoming events.

DIRECTOR'S  
REPORT:

Update of various administrative activities; capitol and safety improvements, legal updates, audit, IAPD Gala, short term loan, Community Center expansion, American Rescue Plan Act (ARPA), etc.

Executive Director Mohr reported that he will email before and after photos of the boardwalk, front desk and floors to commissioners using their Park District emails. Looking at updating lighting in the main entrance for better customer use. Want to install a television on the open wall in reception area with camera system on it. Flooring is set to be completed by August 12. Base for flooring will be installed on August 11 and remainder flooring will be installed on August 12. Updated bill for museum grants now applies to park districts and capital improvements. Amendments have been made to the Public Funds and Investment Acts, park districts can now invest in high return stocks. The audit will be distributed at the September board meeting. A decision has not yet been made in regards to mask updates. Possibility of staff needed to wear mask while moving throughout the building. Looking into a short-term loan (through 2025) to update maintenance deficits of about eight-twelve necessary projects within the district. Short term loan will not be included in the master plan. Looking to expand the community center with office space, potential fitness and aerobic area, and multi-purpose room space. Will be a 20-year lease for new space.

SAFETY  
AND RISK  
MANAGEMENT:

Monthly Report; Safety Coordinator

Executive Director Mohr reported Kristi Murray, Superintendent of Recreation and Risk Management, report that she is preparing to lead fall staff trainings as necessary. The next Lunch and Learn is schedule for Thursday, September 9. Kristi Murray, Superintendent of Recreation and Risk Management, reported

Review Park District's Accident/Incident Reports

Accident Report (7/21) – Camper was hit in the eye with a ball.

Accident Report (7/28) – Camper fell off of monkey bars and landed on head on wood chips.

Accident Report (7/29) – Camper's leg became wedged into a corkscrew fire pole feature at Heritage Park.

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 7:10p; Commissioner Smith seconded the motion. President Parkman declared the meeting adjourned on a unanimous voice vote 5-0.

RESPECTFULLY SUBMITTED,

Katie Kozuch  
Recreation Program Manager

David Mohr, Jr., CPRP  
Executive Director  
Park Board Secretary

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

---

Dean A. Parkman – President  
Board of Park Commissioners