

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

September 14, 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 Vice President Solbrig at 6:02 p.m.

PLEDGE OF ALLEGIANCE: Vice President Solbrig led the group in the Pledge of Allegiance.

ROLL CALL: Commissioners Present: Dean Parkman President (late)
Todd Solbrig Vice President
James Stout Treasurer
Sean Smith Commissioner
Victoria McCabe 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. Vice President Solbrig declared the motion unanimously carried on a voice vote 4-0.

REVIEW OF MINUTES: Regular Meeting of the Board of Park Commissioners Minutes of August 10, 2021. Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of August 10, 2021; Commissioner McCabe seconded the motion. Vice President Solbrig 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 August 1, 2021 through August 31, 2021, in the total amount of \$74,096.06. Commissioner Smith made a motion to approve the bills presented for this meeting; Commissioner Stout seconded the motion.

ROLL CALL: Solbrig Aye
Stout Aye
Smith Aye

McCabe Aye

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

Update Park District's finances and investments.

Director Mohr reported that cash on hand is a little over \$1.3 million. District has collected a little over 50% of property taxes for the fiscal year. Corporate legal services account is over budget for the fiscal year. Annual budget was \$10,000; legal counsel has had to employ multiple lawyers to prepare paperwork for pending litigation. The months of July and August totaled over \$20,000. Under budget for part time parks staff wages; hoping to hire an additional staff person to assist next summer. Nonresident revenue is at 85% of budget in general recreation. Rental revenues are up over 200%.

Statements of Receipts and Disbursements year ending April 30, 2021

Will be filed with the county upon approval.

Commissioner Smith made a motion to approve the bills presented for this meeting; Commissioner McCabe seconded the motion.

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| ROLL CALL: | Solbrig | Aye |
| | Stout | Aye |
| | Smith | Aye |
| | McCabe | Aye |

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

Distribution and presentation of audit for year-end April 30, 2021

Audit report presented to Board. Deficiencies listed include segregation of duties which is difficult with the District's size. Also suggest including a system of approval for bank reconciliations which is already being initialed by Commissioner Stout. Director Mohr will follow up with Sikich to determine any additional feedback as to further requirements to handle bank reconciliation approval. Approval of audit will take place at October board meeting.

STAFF REPORTS: Finance Department

Director Mohr reported that Linda Marturano, Business Manager, completed statement of receipts and disbursements. Received impact fees for an additional three lots. Tax payments for the month of August was just under \$75,000.

Parks Department

Director Mohr reported that Dennis Carroll, Jr., Parks and Grounds Operations Manager, replaced two sections of the ramp at the skate park and filled concrete expansion joints at the bike park. Redesigned fields for soccer in anticipation of start of season; replaced nets. Soday Service removed storm damaged trees at Millennium. Labor Day weekend the District reported dead fish floating at Janega; 125 carp were removed from the pond as a result of water temperature related suffocation. ILM charged \$1400 for the service. Met with LCFPD regarding Haunted

Trail path through Forest Preserve property; will be cleaning up dead trees along property in anticipation of event.

Director Mohr reported that Tab Steinhaus, Facility and Vehicle Operations Manager, had senior/dance room partition repaired and have restarted annual maintenance. Splash pad closed the day after Labor Day. Safety stickers received for buses. Hired contractual cleaning group to clean M/W/F; cleaned twice and due to quality of cleanliness, the contract was cancelled.

Recreation Department

Superintendent Murray reported that Manager Friedl provided her report with figures of registration for the month of August, as well as rental numbers. Manager Greenfield hosted Lake Villa Township Supervisor Dan Venturi for senior coffee club on August 9. Took 15 seniors to Kenosha Harbor Market on August 14. Attended the Coffee with Champions Special Olympics fundraiser with the Lindenhurst Police Department at Dunkin Donuts on August 20. Ran the Movie Under the Stars in the gym on August 7 due to inclement weather. Last concert of the Live Music in the Parks series was rescheduled to August 25; band was favorably received and staff will consider having them back in 2022. Big Rig Day was held on August 28 and had 15 vehicles in attendance. Manager Hilby reported that fall 2021 sports class registration has begun with 23 of the 29 classes offered running. New programs include fencing, a high school basketball league, an adult volleyball league and homeschool open gym program among others. Fall soccer is underway with a total of 275 participants, 65 of which took advantage of the fall-only option this year. Updates to rules, fields and team sizes has been well received by coaches and players. Pickleball league is running with 4 teams. Dance is up and running with 65 participants; 11 of the 12 classes offered are running. Manager Kozuch reported registration numbers for both Preschool and the Before and After School program in her report. The District is providing transportation for Thompson school for between 5 and 12 children per day in the Before and After School Program. Hosted Splash and Glow Party at the Splash Pad on August 13. Superintendent Murray thanked staff for their hard work this summer to provide excellent programming, albeit the covid-related hardships. The Rec Team is working with Manager Kohler to continue to enhance the program guide process.

Marketing Department

Director Mohr reported that Kathy Kohler, Marketing and Community Relations Manager, met with Recreation Staff for fall program guide recap meeting. Updating marquis, website and social media regularly. Created updated logo for the Before and After School Program and implemented new marketing plan. Distributed paper copies of fall program guide to local businesses. Marketing for volunteers for Haunted Trail. Met with Letter of the Lawn resident; will be sponsoring a bounce house at Haunted Trail. Met with Manager Hilby to discuss ideas to market sports programming.

NEW BUSINESS: There was no new business to address.

OLD BUSINESS: Update on 2022-2025 Strategic Master Plan and Direction.
Director Mohr met with panel of professionals; information will be incorporated into the master report. September 28 will be the Department Head interviews. October 4 will be the final master plan meeting with staff and board; lunch will be provided.

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

DIRECTOR'S
REPORT: Update of various administrative activities; capitol and safety improvements, legal updates, IAPD Gala, Community Center expansion, NRPA, pending litigation, tax assessment appeals, soccer donation etc.
Executive Director Mohr reported that the District got a table at the IAPD Gala on October 15; Commissioners Solbrig, Stout and Parkman will be recognized for years of service. The District was not a recipient of the Best of the Best Gala Award. Community Center Expansion is being considered for a design/build model with a twenty-year lease. Director Mohr will be meeting with the company on September 27. Commissioner Parkman, Director Mohr and Superintendent Murray will be attending NRPA September 19-23. Pending litigation hearing was held on August 26. Judge was thorough in his examination of the trial and explanation of ruling. All appealed. Judge dismissed the case with prejudice. September 7, Director Mohr received a call from DCFS about a complaint filed. Complaint was that the District is still illegally operating a child welfare program (Engle Junction Preschool) and District has not proved status as a social service agency. District received a soccer donation from the past Pink Panthers Soccer Club leftover from club finances in the amount of \$7,000.

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/Incident report (8/2) – Camper hit mouth on park equipment at Centennial Park

Accident/Incident report (8/2) – Camp staff person was stung by a bee

Accident/Incident report (8/4) – Camper was stung by a bee

Accident/Incident report (8/4) – Camper ran into a sign in the Community Center parking lot, hitting his head

Accident/Incident report (8/4) – Camper was hit in the head with a fence latch at Mallard Ridge 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 at 7:38p; 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