

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

**October 12, 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  
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 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 September 14, 2021.  
Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of September 14, 2021; Commissioner McCabe 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 September 1, 2021 through September 30, 2021, in the total amount of \$158,698.47. Commissioner Smith made a motion to approve the bills presented for this meeting; Commissioner McCabe seconded the motion.

ROLL CALL:

Parkman	Aye
Solbrig	Aye
Stout	Aye
Smith	Aye
McCabe	Aye

President Parkman declared the motion unanimously carried on a roll call vote 5-0.

Update Park District's finances and investments.

Nothing to report.

Discussion and motion to approve pending audit for year end April 30, 2021

Director Mohr will create a document for Commissioner Stout to sign off on to address the approval deficiency listed in the audit. Commissioner McCabe made a motion to approve the audit for year-end April 30, 2021; Commissioner Smith seconded the motion.

ROLL CALL:

Parkman	Aye
Solbrig	Aye
Stout	Aye
Smith	Aye
McCabe	Aye

President Parkman declared the motion unanimously carried on a roll call vote 5-0.

STAFF REPORTS:

Finance Department

Director Mohr reported that Linda Marturano, Business Manager, received tax payments for the month of September in the amount of just over \$496,000.

Parks Department

Director Mohr reported that Dennis Carroll, Jr., Parks and Grounds Operations Manager, ordered a replacement slide for Elmwood Tot Lot and will be working with Manager Steinhaus to install upon arrival. Sondag Service removed a large broken limb on an Oak Tree near the splash pad. Preparing for Haunted Trail. Grills at Millennium and Mallard Parks will be removed and replaced prior to next season.

Director Mohr reported that Tab Steinhaus, Facility and Vehicle Operations Manager, completed inspections. Switched fire extinguisher companies and replaced discharged extinguishers at Mallard Ridge Park. Splash pad has been winterized; drains were removed and cleaned by Manager Steinhaus. Will be applying cement sealer in spring. Regularly fixing vandalism at parks. Cleaned buses 30 and 31.

Recreation Department

Superintendent Murray reported that Manager Friedl provides registration numbers for September registration, and comps for August registration. Outdoor rentals are coming to an end for the season, and indoor rentals are picking up again as we head into winter. Manager Greenfield reported that she ran the Fall Fest party

for the Active Adults on September 8 with 10 in attendance. Ran Coffee Club with Lesly from Oakhill Senior Living with 5 people in attendance. Will be working with Lesly to book future bingo events, with Oakhill as the sponsor for prizes. Partnered with Grayslake Park District to bring 11 active adults to the Chicago Botanic Gardens on September 24. Took 7 active adults to Royal Oak Farms on September 30. Offering programs for SRSNLC this fall. Will be focusing on marketing the program in 2022 to grow attendance. Had 75 people attend the Fall Movie – Lego Movie on September 18. Preparing for Haunted Trail on October 16. Manager Hilby reported that registration for fall 2021 sports classes has begun with 23 of the 29 classes offered running. Fall soccer has 276 participants. New fencing class has 6 kids enrolled and the instructor, Alexis Kostelny, is a nationally ranked fencing champion who will represent the USA in her first World Cup appearance in Dubai in 2022. The adult pickleball league is running with 6 teams. Fall dance has 11 classes running with a total of 70 participants. Jazzercise will no longer be offering classes with the Lindenhurst Park District as of November 1, as they’ve found a new location nearby that will not enforce the mask mandate for participants while working out. Reintroducing Tot Open Gym on Monday mornings and started new Homeschool Open Gym time. Manager Kozuch reported that the preschool Butterbraid fundraiser began on September 27. Before and After School program has seen a few new families join in the month of September. New Kids Night In program was held on September 17 with 8 participants. Superintendent Murray has implemented a new program life cycle categorization for programming, which is being used to guide staff in program offerings for guides. Focus is on offering new options or providing enhancements to existing programs to reinvigorate interest. Working with staff to update layout and information structure for programs in the winter/spring guide. Holding regular budget discussions to ensure programs are in line with Cost Recovery goals. Met with Manager Kozuch to recap summer camp; tasked Kozuch with goals to enhance program for summer 2022. Meeting bi-weekly with Manager Greenfield to continue guiding planning for upcoming programs and events in her first year of employment. 2022 will see increased focus on marketing and promotion of SRSNLC programs to garner new participation. Superintendent Murray thanks Director Mohr and the Board of Park Commissioners for allowing her to attend the NRPA conference. Will continue to review virtual sessions and share ideas with staff at upcoming meetings.

#### Marketing Department

Director Mohr reported that Kathy Kohler, Marketing and Community Relations Manager, Winter/Spring guide is being created. Registration will begin on December 1. Bio was put on social media and website for new fencing instructor. Mayors Auction donated item was a splash pad item which was the highest bid item at the auction. Letter of the Lawn Lindenhurst is the new sponsor for Haunted Trail and will be posting signage in the front of the Community Center advertising the event. Also donating \$300 for apple cider.

#### **NEW BUSINESS:** Discussion and motion to approve IAPD Credentials Certificate for annual designated delegates

Director Mohr suggests that he continue as the delegate for voting, with Commissioner Parkman as first alternate, Commissioner Solbrig as second alternate and Commissioner Stout as third alternate. Commissioner Smith made a motion to approve the delegates; Commissioner McCabe seconded the motion.

ROLL CALL:

Parkman	Aye
Solbrig	Aye
Stout	Aye
Smith	Aye
McCabe	Aye

President Parkman declared the motion unanimously carried on a roll call vote 5-0.

OLD BUSINESS:

Update on 2022-2025 Strategic Master Plan and Direction

Director Mohr thanks the board for attending the workshop. Commissioner Parkman was pleased with participation. Commissioner Smith appreciated the process – from large scale to granular details. Director Mohr is expecting transcribed goals later in October/November; prioritization of goals will take place between the board and Director Mohr upon receipt. Action plan meeting will be scheduled to finalize a plan for the goals.

PRESIDENT'S  
REPORT:

Commissioner's Report

Nothing to report.

DIRECTOR'S  
REPORT:

Update of various administrative activities; capitol and safety improvements, legal updates, Community Center expansion, Slove Park DCEO Grant, Lewis Park OSLAD Grant, Mitel phone system, GASB 75 etc.

Executive Director Mohr reported that the District is in the process of updating the lighting in the front foyer. Meeting with Camosy to make changes to the front office spaces; process will begin next year. Community Center expansion will be taking place with Midwest Mechanical as lead construction company beginning June of 2022. The Design/Build Law in Illinois requires the District to get architectural drawings, will be reaching out to FGM. Interior design will happen in-house with no need for financing. Construction will consist of a large multipurpose room, four offices and a fitness/dance room – a total addition of 6500-7000 square feet. The Village of Lindenhurst will be applying for a DCEO grant to update Slove Park and would like the District to work jointly with them. Director Mohr has agreed to apply and split the cost of the grant. Lewis Park is a great candidate for an OSLAD grant; will plan to replace tennis and basketball courts, as well as new playground features and creative options. Director Mohr will begin vetting landscape architects to work with to begin the process. Phone operating system support is being phased out; District will be moving to an IP based system. Phones are currently free for upgrade; District will be saving money on removal of phone lines through Comcast. GASB 75 states that the District has to review retirees taking advantage of the District's health insurance. As the District no longer has any retirees on the health insurance plan, Sikkich states that the District is not required to pay \$2000 to PDRMA for the review. Public Act 102-0024 states that municipalities may waive fees for permitting. Public Act 102-0015 changed election for Park Board Commissioners to June 28 and made November 8 a state/school holiday for the 2022 year only. IAPD Legal Symposium is November 4.

SAFETY  
AND RISK

MANAGEMENT:

Monthly Report; Safety Coordinator

Kristi Murray, Superintendent of Recreation and Risk Management, attended a virtual Certificate of Insurance training on September 16.

Review Park District's Accident/Incident Reports

Accident/Incident report (9/3) – While playing a game, camper twisted ankle

Accident/Incident report (9/14) – Child was poked in eye during a game of football

Accident/Incident report (9/21) – Child was stung by a bee on her knee

Accident/Incident report (9/28) – Child was hit in cheek by a ball

Accident/Incident report (9/30) – Child tipped chair and hit head on nearby table

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.

Hannah Greenfield will be the Districts new representative for Kiwanis.

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 7:03p; 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.

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Dean A. Parkman – President  
Board of Park Commissioners