

**LINDENHURST PARK DISTRICT
REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS
LINDENHURST VILLAGE HALL**

March 8, 2022 – 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 6:00 p.m.

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

ROLL CALL: Commissioners Present: Todd Solbrig Vice President
 James Stout Treasurer
 Sean Smith Commissioner
 Victoria McCabe Commissioner

Park District Staff: Dave Mohr, Jr. Executive Director
 Kristi Murray Director of Recreation

Others Present: Lauren Schulz Recording Secretary

APPROVAL OF AGENDA: Commissioner Stout made a motion to approve the agenda as presented; Commissioner McCabe 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 February 8, 2022. Commissioner Stout made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of February 8, 2022; 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 February 1 through February 28 in the total amount of \$69,821.71. Commissioner Stout made a motion to approve the bills presented for this meeting; Commissioner McCabe 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 finances are looking good for the fiscal year, and events and recreation are going well.

STAFF REPORTS: Business Department

Linda Marturano, Business Manager, reported that LPD received tax payment from county and two impact fees from Briargate. Two employees were hired for the Before/After School Program.

Parks Department

Dennis Carroll, Jr., Parks and Grounds Operations Manager, reported that LPD is in discussion of purchasing an ice rink for Engle Park at the community center. New soccer nets ordered and will be installed for spring season. In process of hiring an animal control company for a beaver problem. Three seasonal employees will be hired for the summer.

Tab Steinhaus, Facility and Vehicle Operations Manager reported that monthly inspections are complete. The new cleaning service comes on Tuesday, Thursday, and Sundays and is going well. Building inspection with LVFD reported some non-working exit and emergency lights, which have been replaced. There is a new TV system that shows the cameras in the building for security purposes. There is a new portable TV stand that can be moved around to different rooms.

Recreation Department

Lori Friedl, Guest Services Manager, reported that the track and fitness center are being used frequently. Summer rental sign ups started March 1 and things are booking up.

Sara Hilby, Athletic Program Manager, reported that basketball was completed and there will be survey sent to participants. Greenwood Dental was very supportive to this program. Spring soccer registration is still open. Dance recital costumes have been ordered.

Katie Kozuch, Recreation Program Manager, reported that preschool registration is still open. There is an art show for preschool with a book fair March 9. Before/After school was able to support BJ Hooper School for eLearning due to school closure. Finalizing summer camp and hiring new staff. Plans for Camp Exploration 2022 are underway and interviews will be held for new camp counselors.

Kristi Murray, Director of Recreation reported that staff is finalizing things for summer guide. Two employees gave resignation notice. Plans to fill these positions include hiring two part-time coordinators to cover positions. A meeting was held to discuss marketing, promotion, and logistics for Live Music in the Parks with IGA

Marketing Department

Kathy Kohler, Marketing and Community Relations Manager, reported that summer guide is out and registration began March 1. Summer camp guide will be coming out. Donations/Sponsorships for Live Music in the Parks include Raymond Chevy \$5000 sponsorship, \$500 sponsorship for Big Rig Day, water bottles for summer camps. State Banks of Lakes has made a donation for the planned egg hunt.

NEW BUSINESS: Village of Lindenhurst Grand Ave. Tax Increment Financing (TIF) District Redevelopment Project Area.

Director Mohr report that there was a TIF district meeting last week with the joint review committee. All parties were in support, and more information will come moving forward.

Discussion and Recommendation for approval of Proposed Regular Meeting Ordinance No. 22-03-01 for Fiscal Year 2022-2023.

Director Mohr reported there are two date changes and fewer staff meetings. Board meetings will remain second Tuesday of each Month at Village Hall at 6:00PM.

Commissioner Smith made a motion to approve Proposed Regular Meeting Ordinance No. 22-03-01 for Fiscal Year 2022-2023; Commissioner McCabe 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.

Discussion and Motion to approve and enter into an agreement with Midwest Mechanical for contractual construction management services for the expansion/addition of the community center which includes design, budgeting, bidding, guaranteed maximum pricing and construction management services.

Director Mohr reported that the contract is a guaranteed maximum price contract, which is \$2 million, which includes cooperative joint purchasing when creating pricing. If LPD has to back out due to budget reasons, LPD will owe Midwest Mechanical \$12,000 for work completed on budgets.

Commissioner Smith made a motion to approve and enter into an agreement with Midwest Mechanical for contractual construction management services for the expansion/addition of the community center which includes design, budgeting, bidding, guaranteed maximum pricing and construction management services; 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.

OLD BUSINESS: Update on Community Center Expansion and planning with FGM Architects.
Director Mohr reported that LPD met with FGM Architects in person and on-site. Next week, FGM will share a conceptual design and continue to meet with Midwest Mechanical.

Update on OSLAD Grant for Lewis Park re-development.

Director Mohr reported that LPD is working with Design Perspectives. A survey was completed, topography will be completed next week due to weather, and soil boring tests were completed. Results are being considered and applied to plans.

OTHER
BUSINESS:

Commissioner Comment

Victoria McCabe shared that 6-8 Basketball was very successful and kids loved it!

DIRECTOR'S
REPORT:

Update of various administrative activities; capitol and safety improvements, legal updates, finance and investments, planning and development, policies and procedures, personnel, intergovernmental cooperation, etc.

Director Mohr reported that the plans for short and long term goals that were created during workshop are being turned into action plans. A template was created to track these action plans that can be used by all departments.

General discussion of Proposed Final Draft (based on previous meetings, input, latest financial reports) of Fiscal Year Ending 2022-23 district-wide budget. Based on tonight's meeting and review of Proposed Fiscal Year 2023 Budget and Appropriation Ordinance 22-03-02, recommend tentative approval for purposes of required thirty (30) day public inspection (legal notice to be published in March/April 2022, in Lake County Daily News-Sun newspaper). Public Hearing on Tuesday, May 10, 2022, at 5:50PM at the Lindenhurst Village Hall.

Director Mohr reported that changes reflect changes in special recreation. The hiring of another full time park staff will be postponed to next fiscal year due to construction and staffing needs. Positions for part time coordinators have been created. Ordinance 22-03-02 will go out for a 30-day inspection before the public hearing on May 10.

SAFETY AND RISK
MANAGEMENT:

Review Park District's Accident/Incident Reports

No major accidents to report. LPD has new AED equipment with training options. All staff will be trained on the new equipment.

Monthly Report; Director of Recreation

Fire drills have been scheduled. LPD met with PDRMA and are working towards completion of the first report in the new Loss Control Review process.

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.
March 27 is pancake breakfast at VFW.

Lindenhurst/The Lakes Kiwanis Club update; discussion.
LPD can attend these meetings.

Lake Villa District Library update; discussion.
A meeting will be held May 4 at the LVDL to discuss master planning for input on outdoor design. Residents are welcome.

ADJOURNMENT: There being no further business to discuss, Commissioner McCabe made a motion to adjourn at 7:28pm; Commissioner Stout seconded the motion. Vice President Solbrig declared the meeting adjourned on a unanimous voice vote 4-0.

RESPECTFULLY SUBMITTED,

Lauren Schulz
Recording Secretary

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

Approved by me this _____ day of _____, 2022.

Todd Solbrig – Vice President
Board of Park Commissioners