

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

December 13, 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 President Solbrig at 6:00 PM.

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

ROLL CALL:

Commissioners Present:	Todd Solbrig	President
	James Stout	Treasurer
	Sean Smith	Commissioner
	Sheri Chapman	Commissioner
Park District Staff:	Dave Mohr, Jr.	Executive Director
	Kate Kotloski	Director of Recreation
Others Present:	Lauren Schulz	Recording Secretary

APPROVAL OF AGENDA: Commissioner Smith made a motion to approve the amended agenda as presented; Commissioner Stout seconded the motion. 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 November 8, 2022. Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of November 8, 2022; Commissioner Chapman seconded the motion. 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 November 1 through November 30 in the total amount of \$368,939.81. Commissioner Stout made a motion to approve the bills presented for this meeting; Commissioner Smith seconded the motion.

ROLL CALL:

Solbrig	Aye
Stout	Aye
Smith	Aye
Chapman	Aye

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

Discussion and motion to approve Ordinance No. 22-12-05 of the Park District 2022 Tax levy; ordinance and associated Truth in Taxation Resolution based on Park Board discussion at the 11/8/22 Regular Meeting of the Board of Park Commissioners.

Director Mohr shared that the LPD is requesting 4.99% increase for 2022 Tax levy.

Commissioner Stout made a motion to Approve Ordinance No. 22-12-05 of the Park District 2022 Tax levy; ordinance and associated Truth in Taxation Resolution based on Park Board discussion at the 11/8/22 Regular Meeting of the Board of Park Commissioners; Commissioner Smith seconded the motion.

ROLL CALL:

Solbrig	Aye
Stout	Aye
Smith	Aye
Chapman	Aye

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

NEW BUSINESS: None

OLD BUSINESS: Update on Community Center Expansion with FGM Architects, Midwest Mechanical and Happ Builders, etc

Director Mohr reported that the project is moving along; steel beams are up, roof is underway, concrete to be poured soon. 12/13 meeting discussed two AC units being updated, possible delay in dance floor installation due to delay for heating and air units, wall may be opened 12/22 and a temporary wall set up to continue progress. Joe from Midwest Mechanical will be at January meeting for an update.

STAFF REPORTS: Business Department

Linda Marturano, Business Manager, reported that tax money was received in November totaling about \$25,000. 7 permits pulled from Briargate, totaling about \$11,000 in impact fees. One new employee was hired, Katie Kotloski.

Parks Department

Dennis Carroll, Jr., Director of Parks and Facilities, reported that they are winterizing parks. Heritage Trails light broke, looking for parts. Tree fell at Oak Ridge, cleaned debris. Replaced new water meters.

Tab Steinhaus, Facility Operations Manager, reported that the cleaning crew continues to do an excellent job.

Recreation Department

Katie Kotloski, Director of Recreation, reported that reports will look a little different and reflect budgets. Fall 2022 enrollment, compared to Fall 2021 enrollment, decline in fitness/athletics/leagues, but numbers are strong. Active adults show a decline due to staffing changes, but planning for improvement. General recreation shows 193% increase due to one-time events organized by Stephanie Friedl. Programs show a decrease, but looking at plans to increase.

Before/Afterschool programs shows a large increase, possibly due to second site and Days Off programming. Summer guide will show for 23-24 school year. Preschool enrollment increase 6%, current guide has registration for 23-24 school year. Membership shows a slight decrease, but daily drop-ins show an increase. Rentals show a significant increase from 2021. Lori Friedl & David Milostan are working together to create more times for the gym to be rented. Birthday parties don't have a pattern, but are being used and show great feedback. Community special events: Tree Lighting was a success, 900 people in attendance with 4 sponsors, Letter the Lawn, State Bank of the Lakes, Honey Orthodontics, and Lake Villa Public Library; great feedback from public. Registration updates: Amilia has many capabilities that were previously being under utilized. Features include programming, facility contract module is now being used for front office management/efficiency, and more informative reporting. Amilia is now able to securely save credit card information for customers.

Marketing Department

Kathy Kohler, Director of Marketing and Communications, reported that holiday events are being promoted. Registration for winter/spring guide is open, and updating flyers for upcoming events. New sponsorships for upcoming events. Will begin working on summer camps and summer guides soon. Partnered with village for tree lighting and parade, which was a success.

OTHER BUSINESS: Commissioner Comment
None

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 WSRA membership continues to move forward, expected mid-January. LPD contribution will be 75% of what is collected for special recreation. First draft of the budget is underway, with first budget meeting January 24. IGA is meeting Thursday about Live Music in the Parks for summer 2023, and to recap 2022.

SAFETY AND RISK MANAGEMENT:

Review Park District's Accident/Incident Reports

Katie Kozuch is attending a lockdown/intruder training this week. Katie Kotloski attended Risk Management Institute conference held by PDRMA.

CORRESPONDENCE: None

ADJOURNMENT: There being no further business to discuss, Commissioner Chapman made a motion to adjourn at 7:11; Commissioner Smith seconded the motion. 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 10TH day of January, 2023.



Todd Solbrig - President
Board of Park Commissioners