

**LINDENHURST PARK DISTRICT
REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS
COMMUNITY CENTER**

September 12, 2023 – 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
Victoria McCabe Vice President
James Stout Treasurer
Sean Smith Commissioner
Sheri Chapman Commissioner

Park District Staff: Dave Mohr, Jr. Executive Director
Kate Kotloski Director of Recreation
Kathy Kohler Director of Marcom
Katie Kozuch Rec Program Manager

Others Present: Lauren Schulz Recording Secretary

APPROVAL OF AGENDA: Commissioner McCabe made a motion to approve the agenda as presented; Commissioner Smith seconded the motion. President Solbrig declared the motion unanimously carried on a voice vote 5-0.

REVIEW OF MINUTES: Regular Meeting of the Board of Park Commissioners Minutes of August 8, 2023. Commissioner Chapman made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of August 8, 2023; Commissioner Smith seconded the motion. President Solbrig 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 August 1 through August 31 in the total amount of \$232,332.05. Commissioner Smith made a motion to approve the bills presented for this meeting; Commissioner McCabe seconded the motion.

ROLL CALL:

Solbrig	Aye
McCabe	Aye
Stout	Aye
Smith	Aye
Chapman	Aye

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

Presentation, discussion and motion to approve independent auditing from Sikich LLP, Annual Financial Report and Auditor's Communication to the Board of Park Commissioners for year ended April 30, 2023.

Martha, from Sikich, presented the following audit report via Zoom. All reports and information were received in a timely manner, without any issues. The annual financial report states that LPD received the highest status. LPD showed a financial improvement over prior year; including an increase in several funds. The Board of Commissioners play an important role in monthly review of the financials.

Commissioner Stout made a motion to approve independent auditing from Sikich LLP, Annual Financial Report and Auditor's Communication to the Board of Park Commissioners for year ended April 30, 2023; Commissioner Smith seconded the motion.

ROLL CALL:

Solbrig	Aye
McCabe	Aye
Stout	Aye
Smith	Aye
Chapman	Aye

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

STAFF REPORTS: Business and Parks reported by Director Mohr.

Business Department

Linda Marturano, Business Manager, reported LPD received tax payments near \$6,000, and six impact fees for Briargate totaling near \$9,500.

Parks Department

Dennis Carroll, Jr., Director of Parks and Facilities, reported setting up fields and nets for soccer season. Splash pad is closed for season, replaced one hose, plans to replace more in spring. Beaches are closed. Playground inspections completed; and repairs made as needed. Dance studio issues were fixed, stairwell was professionally cleaned, painted and updated; hallway was painted and new grip tape applied.

Recreation Department

Kate Kotloski, Director of Recreation, reported summer programming has wrapped up. Fall registration started Aug 8; programs started Sept 5. Registration is still open. Engle Junction preschool registration is up from last year, still has some openings. Before/After school program is up and running. Memberships and drop-ins show a significant increase. Community special events include 4 concerts in August; all had good attendance. Final concert is Sept 20. Live Music in the Parks t-shirts continue to be sold and giveaways handed out.

Presentation by Katie Kozuch about Camp Exploration 2023. LPD shows a 16.5% increase in participation from 2022, including a revenue increase of 8%. Field trips

and special events including Chicago Dogs, Milwaukee Zoo, onsite reptile show, Launch Trampoline Park, Volo Auto Museum, onsite carnival & bubble party, Meadowhill Aquatic Center, Forest Orthodontics ice cream truck, Bowlero, Action Territory, onsite bounce houses from Bella's Bouncies, and onsite pizza party were all a success. Improvements for 2024 include more staff training, enhanced parent communication, secure tent areas, and healthy habit initiative. The board and administrative staff gave a shout out to our excellent counselors and Katie for making summer 2023 a huge success.

Safety and Risk Management

Katie Kotloski, Director of Recreation, reported LPD received \$500 incentive from PDRMA for completing the SMART goal and Risk Management Review kickoff.

Incident/Accident Reports – None to report.

Marketing Department

Kathy Kohler, Director of Marketing and Communications, reported new lanyards and cups were ordered for giveaways. Live Music in the Parks and Kid's Concerts were well attended, with a 95.1% increase on Facebook traffic posts. Thankful for Raymond Chevy and all sponsors, and will send out thank you and hope to see next year. New large framed posters were installed around the community center to promote upcoming events. Winter/spring guide is underway. New Haunted Trail sponsorships include; Two Men & A Truck \$400, Tom Lippert \$400, Mayor Marturano \$300.

NEW BUSINESS:

Discussion and motion to approve 0.151 acres of land as a permanent easement (North side of Sprucewood Lane, near Witchwood Lane) to the Village of Lindenhurst for improvements.

Director Mohr reported all storm water in neighborhood drains into Lake Linden. The Village of Lindenhurst received a grant and are in the process of acquiring easements with a law firm. LPD has already agreed to give the land for no monetary value. Need a formal motion to move forward.

Commissioner Stout made a motion to approve 0.151 acres of land as a permanent easement (North side of Sprucewood Lane, near Witchwood Lane) to the Village of Lindenhurst for improvements; Commissioner Chapman seconded the motion.

ROLL CALL:

Solbrig	Aye
McCabe	Aye
Stout	Aye
Smith	Aye
Chapman	Aye

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

OLD BUSINESS:

Update on Community Center Expansion; FGM Architects and Midwest Mechanical and Happ Builders.

Director Mohr reported he was happy to hold our first board meeting in the new space. Some very minor issues that still need attention, but majority of work is complete.

Update on Mallard Ridge Park improvements to include new tennis, pickleball and basketball courts.

Director Mohr reported that work will begin at start of good weather in 2024, working on possibility of demo work in 2023. Waiting on bid packet from Camosy.

Update on OSLAD Grant application process for Lewis Park.

Director Mohr reported that application was submitted August 31. Public input meeting provided new ideas from community, which were included in the application.

OTHER BUSINESS: Commissioner Comment

Commissioner Stout shared that Village of Lindenhurst hosted a Golf Outing and wanted to thank all staff that attended. Lake Villa Fire Department has an open house this Saturday at Station 4 from 10am – 1pm.

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, etc.

Director Mohr reported there was some vandalism at Mallard Ridge and Millennium Park. Worked with Old National Bank to get more favorable interest rates, obtained 4% interest rates. LPD's contract with Lakeshore Recycling for outdoor cold storage units has been terminated, will be purchasing our own.

CORRESPONDENCE: None

ADJOURNMENT: There being no further business to discuss, Commissioner Chapman made a motion to adjourn at 7:25; Commissioner McCabe seconded the motion. President Solbrig declared the meeting adjourned on a unanimous voice vote 5-0.

RESPECTFULLY SUBMITTED,

Lauren Schulz
Recording Secretary

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

Approved by me this 17th day of October, 2023.



Todd Solbrig – President
Board of Park Commissioners