

**LINDENHURST PARK DISTRICT
REGULAR PARK BOARD MEETING
LIPPERT COMMUNITY CENTER
February 27, 2024 – 6:00PM**

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
	Dennis Carrol Jr.	Director of Parks & Facilities
Others Present:	Lauren Schulz	Recording Secretary

APPROVAL OF AGENDA: President Solbrig 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.

PUBLIC PARTICIPATION: None

DIRECTOR'S REPORT:

General discussion of First Draft for Proposed Year End Estimates of Fiscal Year 2023-24 and Proposed Fiscal Year 2024-25 District-wide Budget.

Director Mohr reported current cash on hand. Director Mohr highlighted the following in regard to each account in the proposed budget:

Capital-Budget shows increase due to funds not used in current fiscal year, pushed to next. Community expansion completed under budget. ComEd, Park & OSLAD grants reflected for upcoming Mallard Ridge and Lewis Park projects.

Corporate-Property tax revenue reflects slight increase, but still under 5%, SRA levy small increase to 4% reflected. Interest revenue remains between 3-5%.

Staff salaries- reflect 2-5% increases expected to be given based on merit.

Business Manager-Reflects plans for current role to be replaced with Director of Finance/HR due to retirement. Includes overlap for training purposes.

Health insurance- Reflects increase for parks department, director, and potential new employees.

Property- Insurance remains same. Funds to support continuing education, events, and staff enrichment program with incentives. Computer software will have a slight increase due to upgrade.

Parks Department-Part time staff includes two summer staff: continuing education for certified playground safety inspector and pesticide application/operation licensing. Equipment storage shows a decrease due to purchase of units. Contracted mowing and herbicide remain; contracted landscaping shows slight increase for plans to address tree needs. Playground equipment shows increase as parts need updating due to age of equipment. Wetlands/pond maintenance will be significantly higher due to prescribed burn needs with plans to build a solid 3-year plan for maintenance. Signage to be replaced.

Facilities-Potential new facility manager, contractual cleaning – pleased with company and will continue. Utilities-electric, signed on with village for better rate for electricity delivery.

Vehicles – no plans for replacement

Recreation Fund Account – Property tax revenue will be lower for 24-25, with plans to build a self-sustaining recreation department. Program review has plans for 10% increase for 24-25. Facility rentals revenue has seen an increase, including sponsorships and donations. Expenses include: The restructuring of responsibilities with new job descriptions and 2-5% merit increases affecting staff salaries. Health insurance includes an increase due to rate increase. The resident scholarship program remains at \$550/season. Slight increase in office supplies due to expansion. Registration and website services are anticipating a slight increase, will keep contract with Amilia. Beach & spray park – expenses include pump replacement. Increase in sponsorships of special events due to Raymond title sponsor; change Village of Lindenhurst golf outing will be under Village line item. Line item created for special events. Engle Junction preschool show revenue strong, anticipate full program. Donation and fundraising; butter braid continues to bring in strong revenue, scholastic fundraiser coming soon, scholastic credits awarded. Preschool staff wages, anticipating slightly under budget, but also anticipating increase more than 2-5% merit due to coverage of classrooms. All staff expected to return.

Athletics & Fitness—program revenue: ending slightly above anticipated number. Refunds over what was budgeted, due to programs cancelled with contracted provider. Contractual services-expenses to contractors leading programs, increase due to money not being collected/paid out in correct fiscal year. Move towards more in house instructors to create better financial services. Part time staff wages – building attendants: annual federal wage increase affecting this line item. Contractual preventive maintenance, stripping and resealing floor in gym, done every year. Supplies & materials; increase due to new equipment.

Before/after school program has seen increase in revenue. Days offline items for supplies and materials for day off care.

Active adults- revenue is slightly under expected. Hoping to grow this revenue. In-house youth leagues – change to youth leagues due to popular adult leagues. Revenue shows increase. Uniform revenue- up to due to spring registration. Staff wages-referees and scorekeepers. Contractual services-background checks for all volunteers. Rentals line items include portable bathrooms for parks. Camp exploration-revenue expected to increase. Staff wages-wage increase. Anticipating hiring same number of staff, but at higher rate with site directors. Field

trip expenses; increase due to needing to add buses for field trips due to higher demand.

Dance-revenue lower than anticipated, schedule has changed, potential need to add Saturday classes. Miscellaneous line shows ticket sales increase due to rental rates. Audit Account, currently in year 2 of 3-year commitment, reflects 2 year contract. Special Recreation – taxes collected, increase slight. WSRA agreement set. Inclusion wages not billed yet. Some capital improvements will come out, ADA compliance equipment.

IMRF-due to wage increase, IMRF contribution affected. Employer rate contribution is lowering. Social security, same.

Site construction- will see more activity, more individual homes from Briargate and future units at Heritage Park townhomes.

Lewis Park Grant – anticipating reimbursement for half of OSLAD Grant.

Professional Services – budgets for Lewis Park and engineering costs if needed.

The second draft will include more detail on capital improvements and next steps.

Plans to discuss at next two meetings in March and April during regular meetings.

Goal to finalize in May or June.

ADJOURNMENT: There being no further business to discuss, Commissioner Chapman made a motion to adjourn at 8:02; Commissioner Smith 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 12TH day of MARCH, 2024.



Todd Solbrig – President
Board of Park Commissioners

