

**LINDENHURST PARK DISTRICT  
REGULAR PARK BOARD MEETING  
LIPPERT COMMUNITY CENTER  
May 14, 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 6:06 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

Others Present: Lauren Schulz Recording Secretary

APPROVAL OF AGENDA: Commissioner McCabe made a motion to approve the agenda as presented. Commissioner Chapman 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 April 9, 2024. Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of April 9, 2024; Commissioner Chapman seconded the motion. President Solbrig declared the motion unanimously carried on a voice vote 5-0.

PUBLIC PARTICIPATION: None.

ORGANIZATION OF THE PARK BOARD: Elect Park Board Officers  
President - 1 Year  
Vice President - 1 Year  
Treasurer - 1 Year

Motion to Elect Board Officers for one year. Commissioner Chapman made a motion to elect Todd Solbrig for President; Commissioner Smith seconded the motion. Commissioner Chapman made a motion to elect Victoria McCabe for Vice President; Commissioner Smith seconded the motion. Commissioner McCabe made a motion to elect James Stout for Treasurer; 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.

TREASURER'S REPORT:

Motion to approve Proposed Fiscal Year 2024-25 District-wide Budget and associated Fiscal Year 2025 Budget and Appropriation Ordinance 24-05-03.

Commissioner Stout made a motion to approve Proposed Fiscal Year 2024-25 District-wide Budget and associated Fiscal Year 2025 Budget and Appropriation Ordinance 24-05-03; 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.

Discussion and motion to approve bills presented for this meeting.

Commissioner Stout presented the bill list for April 1 through April 30 in the total amount of \$148,649.01. Commissioner McCabe made a motion to approve the bills presented for this meeting; 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 Department

Linda Marturano, Business Manager, reported fiscal year 2024 closed out with reconciled balance \$1,753,387.29. LPD is working with auditors to upload documents and anticipating first tax payment from the county for new fiscal year.

Parks Department

Dennis Carroll, Jr., Director of Parks and Facilities, reported soccer is in full swing, but several practice days have been cancelled due to weather and wet fields. Goal mouths have been filled in for time being, plans to fix in future. Splash pad repairs made and ready for season. Sand volleyball courts will be reconditioned for season. Playground inspections found a few bolts missing at some parks, replaced. Roof has



had a few leaks due to heavy rain, fixed. New Facility Operations Manager hired.

Recreation Department

Kate Kotloski, Director of Recreation, reported registration is not complete yet, because classes are still running. Athletics and fitness is down from last year – goal to increase by 10%. The position for a new Athletic Program Manager was offered to a candidate. Preschool registration is still open. Before/after school numbers are up 8% from last year. Summer camp-wait list for several sessions, several are full, anticipating wait lists. Camp staff training is next week – Preschool graduation is 5/15 with family picnic to follow. Rentals-up 71% from last year, 9% increase in birthday party rentals.

Safety and Risk Management

Kate Kotloski, Director of Recreation Safety Coordinator, had nothing to report.

Incident/Accident Reports – Adult suffered an injury during pickle ball.

Marketing Department

Kathy Kohler, Director of Marketing and Communications, reported active adult program guide was redesigned; have seen increase in signups. Staff sweatshirts with new logo ordered; branding enhancement includes new canvas bags and baby bibs ordered. Community engagement – superhero themed teacher appreciation week was successful. Soccer photo contest underway. Live Music in the Parks – Bark in the Park July 3 @ Caboose; only dog friendly concert with vendors and dog parade. LDP represented at conference in Springfield. Summer guide is out, sponsorships – Sweetwater Homes. Raymond – got face painter for family fun day.

NEW BUSINESS:

Discussion and motion to approve Advanced Payment Agreement for Grant #OS 24-2514 for Lewis Park Redevelopment Project.

Director Mohr reported there are two options; take the \$225K up front with expected matching grant to total \$450K or waive advance payment and be reimbursed quarterly. Asking for approval of preferred 50% up front with understanding that cannot ask for extension if accepted up front.

Commissioner Smith made a motion approve Advanced Payment Agreement for Grant # OS 24-2514 for Lewis Park Redevelopment Project; 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.



Discussion on Professional Services for Lewis Park OSLAD Implementation by Design Perspectives Inc. Proposal Number 24-2068T.

Director Mohr reported Design Perspectives, set aside \$50K for A/E services. Director Mohr will oversee close out process. No additional soil testing is necessary.

OLD BUSINESS: Update on Mallard Ridge Park tennis/pickle ball and basketball court improvements.

Director Mohr reported holdup with permit for fence, permit approval expected 5/15. Set up and demo to start by 5/20. Additional \$4200 for low corner repair with Superior, covered in contingency costs.

Update on Local Government Efficiency Committee pursuant to 50 ILCS 70/1 et. seq.

Director Mohr reported meeting dates June, July, August immediately following at 7:00. IAPD template to build off – will discuss certain sections as a group.

OTHER BUSINESS: Commissioner Comment

Commissioner McCabe thanked the LPD for making soccer refereeing for her son so easy!

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 website audit completed; PDFs need remediation. Received instruction on how to fix and post them moving forward so they are accessible. LPD will begin process of making things more accessible. The WSRA agreement states that a COI is provided, working with PDRMA to change the amount of coverage for increase per WSRA. LPD is currently undergoing an unemployment claim, more information to come if needed. Parks Day in Springfield, successful for LPD. Presence was felt. Swag bags shared with senators and representatives.

CORRESPONDENCE:

ADJOURNMENT: There being no further business to discuss, Commissioner Chapman made a motion to adjourn at 7:11PM; 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 11<sup>th</sup> day of June, 2024.

Todd Solbrig  
Todd Solbrig – President  
Board of Park Commissioners

