

**LINDENHURST PARK DISTRICT
REGULAR PARK BOARD MEETING
LIPPERT COMMUNITY CENTER
December 10, 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 6:00PM.

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
 Sheri Chapman Commissioner

Park District Staff: Kathy Kohler Director of Marcom
 Jake Kohler Director of Finance
 Kate Kotloski Director of Recreation
 Dave Mohr, Jr. Executive Director

Others Present: Lauren Schulz Recording Secretary

APPROVAL OF AGENDA: Commissioner Chapman made a motion to approve the agenda as presented; Commissioner McCabe 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 12, 2024
Commissioner Stout made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of November 12, 2024; Commissioner McCabe 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 \$577,509.22. Commissioner Stout made a motion to approve the bills presented for this meeting; Commissioner Chapman seconded the motion.

ROLL CALL: Solbrig Aye
 McCabe Aye
 Stout Aye
 Chapman Aye

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

STAFF REPORTS:

Business Department

Jake Kohler, Director of Finance and Personnel, reported financial highlights including tax payments received and several large checks issued to bond payments and debt service as reflected in the bill list. Financial look ahead, will be enacting a positive pay system with State Bank of the Lakes as an extra layer of security for potential fraud concerns. Personnel highlights: open enrollment closed, submitted to PDRMA, all set for Jan 2025. Look ahead: on/off boarding processes/systems; waiting on Jan 1 for government decisions regarding minimum salary thresholds and child labor laws. The new phone system is up and running. IAPD conference January 2025.

Parks Department

Dennis Carroll, Jr., Director of Parks and Facilities, reported truck was given winter maintenance, tires & joints fixed. Playground inspection complete, swing replaced. Waiting to schedule sand filter for splash pad. Holidays lights up and on. Front sign was fixed. Caulked spots that are leaking with flat roof of community center. Waiting on quarterly inspections.

Recreation Department

Kate Kotloski, Director of Recreation, reported general recreation enrollment for fall was down 13% overall. Winter/spring guide is out, enrollment is starting. Strong registration for adult and senior trips. Open pickle ball has been popular; Live Music in the Parks recap and planning – dates set, bands being booked. Rentals and parties have seen an increase in November, up 15%. Basketball youth league practices started, got new balls, using Milburn gyms; Holiday tree lighting was great and well attended, thank you Santa. Face painting was popular. Plenty of cookies, organized, great photo opportunities. Jazz band was great; Cookies with Santa this weekend. Updates: B/A school and preschool switched to online attendance. Gym and track punch cards will be digital too, able to be done online. Camp planning is underway, planning field trips with a new layout for camp – will be divided into age-appropriate groups and have “home base”. Haunted trail summary – overall great success and great attendance. Stayed on budget and had great sponsorships, including bounce house. Added DJ/MC and was a great addition. Game tent numbers were great and a lot of variety, need more space. Liked the event layout with food trucks on one side. Wagon ride route was great. Stage acts great. Pace of trail was quick. Bonfire was amazing. Cider amount was perfect. Challenges: no show volunteers was impactful; not as many people to run game tents and bounce house. Thank you, Natalie Potesta, for helping in ticket booth. No show food trucks – had more dessert than food; suggestion-charge to attend or a contract of committal, security deposit, and rainout policy. Last minute changes in layout, need of electric. Trail decorations being stolen. Costume contest needed additional organization. Garbage removal was confusing; volunteer meal confusion. Considerations for improvements – may need to move wagon trail route again; need a larger tent/area for games; additional food options, child friendly and more affordable. Scene volunteer recruitment-reach out to more groups, sooner. Possible support to clubs. Maybe a split shift opportunity? Creating new revenue streams with additional attractions; invested in new décor. Placing trash cans throughout the trail. Lions Club help serve food? Feedback from board- include some activities for teens/older kids.

Safety and Risk Management

Kate Kotloski, Safety Coordinator, reported a significant behavior issue occurred. At before/after school care, a 6-year-old participant was disruptive and caused damage to property, and significant time for staff members to manage, clean, and reset area. Police were called for support until parents arrived.

Incident/Accident Reports – None

Marketing Department

Kathy Kohler, Director of Marketing and Communications, reported winter/spring guide is out; registration started. Winter/spring Out & About guide for active adults; rental guide with photos of all facilities. Working on flyer for grass grams, letters for events; perk to add to rentals/parties. Holiday Tree Lighting was a success; thank you to: Raymond Chevy for two face painters; Forest Orthodontics for hot cocoa; State Bank of the Lakes for light up wands and donations; Fischer Paper Products for donation of plush giveaways for queens and Santa to give out. Cookies with Santa coming up, thank you to our sponsors: Sweet Water Homes for hot cocoa station and frosting/sprinkles, charcuterie board for each table; Raymond Chevy for candy canes. Thank you for the following upcoming Sponsorships; State Bank of the Lakes' donations for several upcoming events; Honey Orthodontics for egg hunt; Sweet Water Homes for upcoming Glow Run. Preschool registration starts in January. Dance program has a new flyer and option for installment billing. LPD is the business of the month at State Bank of the Lakes; stop by to see the display and raffle.

NEW BUSINESS: Discussion regarding Joint Recreational Services with the Village of Antioch.
Director Mohr reported on partnering with Village of Antioch. Board given non-binding letter of intent before outlining an intergovernmental agreement. The majority of Antioch Parks and Recreation programming would go away and residents would come to Lindenhurst Park District for programs. This includes a phased approach. Discussion also included use of their facilities; not owning, operating or maintaining. Reciprocal resident rates for both Antioch and Lindenhurst. Next step – work with Village of Antioch to develop an intergovernmental agreement. Potential need for more personnel if programming grows enough. Immediate programming would remain same. Potential concern; resident and non-resident priority registration. More discussion to follow.

OLD BUSINESS: Update on Lewis Park Redevelopment OSLAD Project
Director Mohr reported board has a copy of published bid documents. Design Perspectives has copy, potential contractors can also contact them. Jan 16 opening bid. Playground equipment delivered and on site.

OTHER BUSINESS: Commissioner Comments
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, etc.

Director Mohr reported update on solar plans; Village asked 3rd party to draft agreement and send to village. LPD is waiting for contact from village legal team. Intent is to move forward if the village wants to; waiting on documents. Every year, bond rating calls for restructured bonds; criteria changed effective 9/6/24, LPD was added to a new list of bond holders to be re-reviewed. Had call, went well; should have an answer within week. Upon motion to approve tax levy, LPD will begin working the budget, first draft February 11.

Discussion and motion to approve Ordinance No. 24-12-04 of the Park District 2024 Tax Levy; ordinance and associated Truth in Taxation Resolution based on discussion at the 11/12/24 Regular Meeting.

Director Mohr reported board has ordinance documents. Levy is under 5% and likely to be COLA increase.

Commissioner McCabe made a motion to approve Ordinance No. 24-12-04 of the Park District 2024 Tax Levy; ordinance and associated Truth in Taxation Resolution based on discussion at the 11/12/24 Regular Meeting; Commissioner Stout seconded the motion.

ROLL CALL:	Solbrig	Aye
	McCabe	Aye
	Stout	Aye
	Chapman	Aye

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

CORRESPONDENCE: None

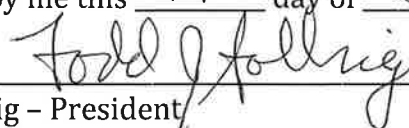
ADJOURNMENT: There being no further business to discuss, Commissioner Chapman made a motion to adjourn at 7:34PM; Commissioner McCabe seconded the motion. President Solbrig declared the meeting adjourned on a unanimous voice vote 4-0.

RESPECTFULLY SUBMITTED,

Lauren Schulz
Recording Secretary

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

Approved by me this 14TH day of January, 2025.



Todd Solbrig – President
Board of Park Commissioners