

MINUTES  
Mundelein Park & Recreation District  
Committee of the Whole  
August 24, 2020

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The Committee of the Whole meeting of the Board of Park Commissioners of the Mundelein Park and Recreation District was called to order at 7:00 pm by President ORTEGA held at the Regent Center, 1200 Regent Drive, Mundelein, IL 60060.

Present were Commissioners DOLAN, FRASIER, McGRATH and ORTEGA. Staff present included Executive Director SALSKI, Golf Operations Manager BROLLEY, Superintendent of Buildings & Grounds SOLBERG, Superintendent of Recreation LaPORTE and Superintendent of Business Services & IT McINERNEY.

President ORTEGA introduced the COVID-19 Updates. Executive Director SALSKI discussed the E-Learning Hub, program, District 75 partnership and staff's approach. Superintendent LaPORTE presented the locations, technology requirements, daily schedule and number of participants.

President ORTEGA mentioned the various projects and requested Executive Director SALSKI expand on the projects. Executive Director SALSKI stated Park Maintenance staff were appreciative of the support for the parking lot paving. He mentioned the marquee is taking slightly longer than anticipated and outlined NovaCare is contributing to the construction of the marquee sign. Commissioner McGRATH recommended the agreement provide parameters for time and duration with NovaCare. Board Members agreed. Executive Director SALSKI stated he will research language and options.

Executive Director Salski discussed the July Financial Report. Commissioner DOLAN had questions about July month-end and year-end projections. Executive Director SALSKI mentioned that he will review all questions with staff.

Visitor: Ron Greenberg.

The Committee Meeting adjourned at 7:23 p.m.

  
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Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF  
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS  
HELD MONDAY, AUGUST 24, 2020 AT 7:30 P.M. AT THE  
MUNDELEIN COMMUNITY CENTER ADMINISTRATION OFFICES,  
1401 NORTH MIDLOTHIAN ROAD, MUNDELEIN, ILLINOIS**

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The regular scheduled meeting of the Board of Park Commissioners of the Mundelein Park and Recreation District, Mundelein, Lake County, Illinois, was called to order at 7:30 p.m. by President ORTEGA and he asked the assemblage to rise and recite the Pledge of Allegiance.

He then directed the secretary to call the roll. Present were Commissioners DOLAN, FRASIER, McGRATH and ORTEGA. Staff present included Executive Director SALSKI.

Staff present included Executive Director SALSKI, Golf Operations Manager BROLLEY, Superintendent of Buildings & Grounds SOLBERG, Superintendent of Recreation LaPORTE and Superintendent of Business Services & IT McINERNEY.

Commissioner DOLAN moved to approve the minutes of the Committee Meeting and Regular Meeting from August 10, 2020, second by Commissioner McGRATH. President ORTEGA repeated the motion and asked if there were any additional corrections or additions and none were made. A voice vote was taken with all voting yes.

President ORTEGA stated the Warrants being approved. Commissioner FRASIER moved to approve Warrants 081420, 081820, 082120, and 082420 in the amount of \$420,520.78 second by Commissioner McGRATH. President ORTEGA repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, McGRATH, DOLAN, and ORTEGA voting yes.

Commissioner McGRATH moved to place the July Financial Report on file, second by Commissioner DOLAN. President ORTEGA repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners McGRATH, DOLAN, FRASIER and ORTEGA voting yes.

Commissioner FRASIER moved to place the Police Report on file, second by Commissioner McGRATH. President ORTEGA repeated the motion and asked if there were any questions and none were raised. A voice vote was taken with all voting yes.

President ORTEGA introduced Deed of Gifts agenda item. Commissioner DOLAN moved to approve the Deed of Gifts to Mundelein Heritage Museum, second by Commissioner FRASIER. President ORTEGA repeated the motion and asked if there were any questions and none were raised. A voice vote was taken with all voting yes.

President ORTEGA requested a motion for approval of Job Descriptions. Commissioner McGRATH moved to approve the attached Job Descriptions, second by Commissioner FRASIER. President ORTEGA repeated the motion and asked if there were any questions and none were raised. A voice vote was taken with all voting yes.

President ORTEGA requested a motion for the Intergovernmental Agreement with Lake County – CARES Act Funds. Commissioner DOLAN moved to approve the Intergovernmental Agreement with Lake County, second by Commissioner McGRATH. President ORTEGA repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners DOLAN, McGRATH, FRASIER, and ORTEGA voting yes.

### **Staff Reports**

#### *Golf*

Golf Operations Manager BROLLEY discussed the success of number of rounds in July which is comparable to ten years ago and August was the best August since 2008. Commissioner DOLAN asked whether staff was happy with the change in tee times or being spread out. Commissioner FRASIER asked whether the 12-minute intervals are helping or hurting the golf course. Golf Operations Manager BROLLEY mentioned that it has been advantageous and would like to keep the tee times and intervals because of the cart situation. Commissioner McGRATH asked what is reason for the increased Merchandise Revenue. Golf Operations Manager BROLLEY stated the main reason is the hard goods i.e. balls. Commissioner DOLAN asked if there was a use for old golf balls or better donated. Golf Operations Manager BROLLEY stated it is better to donate. President ORTEGA asked how the Food and Beverage is performing and mindset of golfer. Golf Operations Manager BROLLEY stated Food & Beverage is improving and more people are using the clubhouse. Commissioner McGRATH asked how many outings did the golf club lose because of COVID-19. Golf Operations Manager BROLLEY stated the Golf Club lost 10-15 outings.

#### *Parks*

Superintendent SOLBERG acknowledged the appreciation from staff in regards to the Board approved parking lot paving project. He stated the dry weather is good as 120 hours goes to other projects. Commissioner McGRATH asked if the cars being parked on the grass by the ballfields are wrecking the grass. Superintendent SOLBERG stated only when it is wet. President ORTEGA asked if park trees were damaged in the last storm. Superintendent SOLBERG mentioned four trees were damaged and Leo Leathers Park was impacted the worst.

*Recreation*

Superintendent LaPORTE stated the first E-learning locations will be Washington School and Dunbar with alternative locations of Carl Sandburg, Mechanics Grove and Regent Center. He mentioned that District 75 is responsible for the technology at Washington School while the Park & Recreation District made some upgrades to Dunbar. Commissioner DOLAN asked questions about the expectations of the parents and program and responsibility and role of Park & Recreation District. Superintendent LaPORTE mentioned a Parent Zoom meeting was being held to provide information. He stated that the Park & Recreation District's responsibility is childcare and its role is focused on recreation. He mentioned the parents and school will be responsible for making sure the computers are working and teachers are responsible for teaching. Executive Director SALSKI mentioned PDMRA made it clear the importance of defining the roles.

He shared information about the successful dance recital video shown at Keith Mione Community Park. He mentioned that the Park & Recreation District made an offer to a candidate for Big & Little. Commissioner FRASIER asked about the Pickleball Flyer. Superintendent LaPORTE stated there is a need from Mundelein players who played in Libertyville. Other Commissioners requested the flyer. Superintendent LaPORTE presented the positive indoor swim lesson participation and increased beach revenue. Superintendent LaPORTE discussed the differences in July projections vs. June projections which was related to an input error related to NovaCare Fitness. He included Big & Little Grant as well.

*Business Services*

Superintendent McINERNEY presented information that she received invoices for unemployment which is anticipated to be reimbursed. She outlined the IT needs for the E-Learning Hub. Commission McGRATH asked who owns the infrastructure and computers. President ORTEGA asked about virus protection software. Superintendent McINERNEY mentioned the school owns the computers and responsible for technology at Washington School. Park & Recreation District is responsible for internet at Dunbar. President ORTEGA asked if there were any accidents. Executive Director SALSKI recognized the second page was missing from the board packet. He stated that he would send via email. Superintendent McINERNEY provided an accident summary.

President ORTEGA acknowledged and congratulated the following service anniversaries: Denise LaBeef, 20; Karen Peterson, 11; Tony Elsasser, 5, Jill Miller, 25; John Rogers, 4; William Sizemore, 7

Visitors: Ron Greenberg was present and mentioned the nice articles about E-Learning Hub.

There being no further business, Commissioner DOLAN moved to adjourn at 8:15 p.m. second by Commissioner McGRATH. The motion was unanimously approved.



Secretary