

Mundelein Park & Recreation District  
Committee of the Whole  
April 27, 2020

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. Because of the COVID-19 crisis, this meeting was being held via a publicly Zoom meeting site.

Present were Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA. Staff present included Executive Director RESNICK, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG, Superintendent of Recreation LaPORTE and Superintendent of Business Services & IT McINERNEY. There were seven additional staff or public on Zoom.

Executive Director RESNICK reviewed her memo to the Board outlining the District's response to the current COVID-19 crisis. She informed them that full time will be furloughed on an intermittent basis based on the amount of work they currently have. Commissioner DOLAN asked for a definition of furlough. Executive Director RESNICK said they continue to be employed with the District, continue to accrue benefit time and health benefits if they previously had these. They will only be paid for time worked. Commissioner KNUDSON asked what was being done about seasonal hires. Executive Director RESNICK said supervisors were reaching out to everyone who had committed to working at the District this summer letting them know if we are able to begin operating again, we will contact them to start their training.

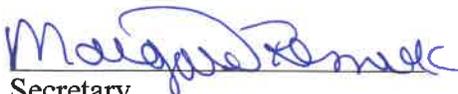
The Board reviewed the 2020 Workplan Update. Commissioner DOLAN suggested delaying the Community Wide Survey. He said people's responses may be skewed based on the crisis we are all experiencing. The other Board members agreed. Staff will let the vendor know they should continue to develop the survey tool, but an implementation date will be determined later.

The Board reviewed the 2020 First Quarter Financial Report. Executive Director RESNICK explained to the Board the report was written prior to knowing the stay at home order would be extended another month. This information will change how staff forecast each area's bottom line will be at the end of the year.

The Board reviewed the 2020 First Quarter Marketing Report. President ORETGA said the report seems much simpler, but he is still not clear on the social media areas. Executive Director RESNICK said as long as the numbers were increasing, things were going well.

Executive Director RESNICK said there would be an Executive Session for the discussion of the purchase or lease of real estate.

The Committee Meeting adjourned at 7:30 p.m.

  
Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF  
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS  
HELD MONDAY, APRIL 27, 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. Because of the COVID-19 crisis, this meeting was being held via a publicly available Zoom meeting site.

He then directed the secretary to call the roll. Present were Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA. Staff present included Executive Director RESNICK, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG, Superintendent of Recreation LaPORTE and Superintendent of Business Services & IT McINERNEY. There were seven additional staff or public on Zoom.

Commissioner DOLAN moved to approve, as corrected, the minutes of the Committee Meeting and Regular Meeting from April 13, 2020, second by Commissioner KNUDSON. President ORTEGA repeated the motion and asked if there were any corrections or additions and none were made. A voice vote was taken with all voting yes.

Commissioner FRASIER moved to approve Warrants 041520, 041720, 041820 and 042720 in the amount of \$269,610.76 second by Commissioner KNUDSON. 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, KNUDSON, DOLAN, McGRATH, and ORTEGA voting yes.

President ORTEGA reviewed a letter he received from Mayor Lentz regarding the District agreeing to reducing our impact fees for a development. Commissioner DOLAN questioned the term agree since the District wasn't given a choice but was told by the Village what amount to accept. He said the Village has done this several times to the Park District and since our only sources of income are property taxes, user fees and impact fees, this can be financially harmful. He added that with the Governor's order to stay closed through the May, the District is not receiving user fees making this concession that much worse. President ORTEGA will respond to the Mayor letting him and the Village Trustees know of the financial strain this causes.

Commissioner DOLAN moved to place the March Financials and 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.

### **Board Business**

Commissioner DOLAN encouraged the Board members to sign up for the free webinars being hosted by IAPD. There are several topics to be covered in their Leadership Series.

### **Staff Reports**

#### *Golf*

Golf Operations Manager BROLLEY informed the Board the course is completely booked the first weekend of opening this Friday, Saturday and Sunday. This is only about 80 golfers per day though because of the restrictions put in place by the State. Commissioner DOLAN asked about allowing golfers to use our pull carts since riding carts aren't allowed. Golf Operations Manager BROLLEY said per the Governor's order, this is not allowed. Commissioner DOLAN asked if we will be offering food and beverage service. Golf Operations Manager BROLLEY said golfers would be able to phone in an order to be picked up between nines, but it will be a limited menu. Commissioner KNUDSON asked if there was enough staff for the maintenance crew. Golf Course Superintendent DORUFF said he currently has seven staff working 40 hours a week and four more part time. He has five crew members who are ready to work, but until the course opens up more, won't be brought on. President ORTEGA asked about the effect of delaying the capital equipment planned for purchase this year. Golf Course Superintendent DORUFF said there is one piece that needs some larger repairs, but the crew can work with everything else and purchase the equipment next year.

#### *Parks*

Commissioner DOLAN asked if a new date had been selected for the reopening of the Museum. He was told the May 30 date was off and a new date had not yet been selected.

#### *Recreation*

Commissioner FRASIER complimented Recreation Supervisor Marissa Moravec on the job she was doing keeping the members at the Regent Center informed. President ORTEGA added all recreation staff were doing an excellent job with the activities being offered and Marketing Manager Christa Lawrence for creating the digital brochure. President ORTEGA asked about reopening procedures. Superintendent of Recreation LaPORTE said staff was working on these and will be following guidelines from the Department of Public Health and PDRMA. Commissioner KNUDSON asked if many people have requested refunds for pool passes. He was told this has not come up much yet. President ORTEGA asked what needed to be done to prepare to reopen the Community Center. Superintendent of Recreation LaPORTE said staff is reviewing what physical adjustments may be necessary, such as barriers at the front desks, and what additional supplies will be needed, such as more hand sanitizing stations.

*Business Services*

Commissioner DOLAN asked about the audit. Superintendent of Business Services & Technology McINERNEY said it was a very clean audit and just needs to be printed. It will be presented for approval at the next Board meeting.

President ORTEGA announced service anniversaries: Nicole Schaller 2 years; Dian Woo, 16 years; Steve Yeazell, 21 years; Ron Doruff, 22 years; and Bill Brolley, 19 years.

Commissioner DOLAN moved to adjourn to Executive Session at 8:12 p.m. for discussion of Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5), second by Commissioner McGRATH. A roll call vote was taken with Commissioners DOLAN, McGRATH, FRASIER, KNUDSON and ORTEGA voting yes.

The Regular Board meeting reconvened at 8:35 p.m.

There being no further business, Commissioner DOLAN moved to adjourn at 8:35 p.m. second by Commissioner McGRATH. The motion was unanimously approved.

  
Secretary