

**MUNDELEIN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING**

Monday, August 13, 2018

7:30 p.m.

AGENDA

Call To Order:

Pledge of Allegiance:

Roll Call: Dolan, Frasier, Knudson, McGrath, Ortega

Approval of Minutes: Committee Meeting July 23, 2018
Regular Meeting July 23, 2018
Executive Session July 23, 2018

Approval of Disbursements: Warrants – 072718, 080218, 080318, 080718, 081018, 081318 = 846,758.41

Correspondence:

1. Thank you letter from Village
2. Email from and response to Ted Larkin
3. Email from and response to Sue Guarna
4. Email from and response to Sue Devanie

Old Business:

New Business:

1. Accept Grant Writing Proposal
2. Approve Business Services Administrative Assistant Job Description
3. Approve Use of Facilities Policy for the Personnel Policy Manual
4. Declare Regent Center Chairs as Surplus Property

Board Business:

Executive Session: Personnel 5 ILCS 120/2 (c)(1);
Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5); Imminent or
Pending Litigation 5 ILCS 120/2 (c)(11); Collective Bargaining or Salary
Schedules 5 ILCS 120/2(c)(2)

Action on Items Discussed in Executive Session, if Necessary

Visitors:

Adjournment:

Rules for Public Comment:

- A. At the start of the period for public comment the board President or acting chairperson will advise the public:
 - 1. The amount of time permitted for public comment;
 - 2. That all speakers state their name and addresses before addressing the Board;
 - 3. To avoid repetitive comments, testimony and general questions; and
 - 4. To appoint only one person to speak on behalf of a group.
- B. Each person will be permitted to speak one time only, unless the President determines that allowing a speaker to address the Board again will contribute new testimony or evidence germane to an issue on the agenda for that meeting.
- C. Unless a representative spokesperson is appointed in the manner described in rule D, all comments from the public will be limited to no more than three (3) minutes per person.
- D. Groups may register a representative spokesperson by filing an appearance form no later than one (1) hour in advance of a meeting. The appearance form must designate (i) the number of people the designee represents for the purpose of making public comment; (ii) the subject matter of the public comments; and (iii) whether the subject being represented by a group spokesperson shall be deemed to have waived their opportunity to speak independently unless the President determines that allowing such a speaker to address the Board will contribute new testimony or evidence germane to an issue on the agenda for that meeting.
 - 1. A representative spokesperson who timely files a complete appearance form to speak on a matter germane to the agenda shall be permitted to speak for three (3) minutes for each person being represented, up to a maximum of fifteen (15) minutes.
 - 2. A representative spokesperson who timely files a complete appearance form to speak on a matter not germane to the agenda shall be permitted to speak for three (3) minutes for each person being represented, up to a maximum of nine (9) minutes.
- E. The Board shall not respond to questions posed during public comment. All questions shall be recorded by the Board Secretary and a response shall be presented either during the next regular Board meeting or in writing before such meeting.
- F. All comments must be civil in nature. Any person who engages in threatening, slanderous or disorderly behavior when addressing the Board shall be deemed out-of-order by the presiding officer and his or her time to address the Board at said meeting shall end.

Approved 4/14/2014 Board Meeting

Mundelein Park & Recreation District
Committee of the Whole
August 13, 2018

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 DOLAN.

Present were Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA. Staff present included Executive Director RESNICK and Golf Operations Manager BROLLEY.

Executive Director RESNICK introduced Frank Parisi from Williams Architects to present their concept of a driving range to the Board. Mr. Parisi reviewed the construction elements and their cost opinion.

Commissioner KNUDSON asked if the number of hitting bays was typical for a driving range. Golf Operations Manager BROLLEY said there is no industry standard and that it depends on the available space at each facility.

President DOLAN asked staff to perform a cost analysis to determine the time it would take for the golf course to generate enough revenue to pay for the construction of the driving range.

The Committee Meeting adjourned at 7:30 pm.


Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, AUGUST 13, 2018 AT 7:30 P.M. AT THE
MUNDELEIN COMMUNITY CENTER ADMINISTRATION OFFICES,
1401 NORTH MIDLOTHIAN ROAD, MUNDELEIN, ILLINOIS**

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 DOLAN and he asked the assemblage to rise and recite the Pledge of Allegiance.

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

Commissioner ORTEGA moved to approve the minutes of the Committee Meeting, Regular Meeting and Executive Session of July 23, 2018, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any corrections or additions and none were made. A roll call vote was taken with Commissioners ORTEGA, McGRATH, FRASIER, KNUDSON and DOLAN voting yes.

Commissioner FRAISER moved to approve Warrants 072718, 080218, 080318, 080718, 081018 and 081318 in the amount of \$846,758.41 second by Commissioner ORTEGA. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, ORTEGA, KNUDSON, McGRATH and DOLAN voting yes.

Correspondence

President DOLAN noted that a thank you letter was received from the Village, as well as emails from Ted Larkin, Sue Guarna and Sue Devanie.

New Business

President DOLAN reviewed a proposal from Upland Design for writing the District's OSLAD grant application. Commissioner KNUDSON moved to accept the proposal from Upland Design in the amount of \$4,500, second by Commissioner FRASIER. President DOLAN repeated the motion and asked if there were any questions, none were raised. A roll call vote was taken with Commissioners KNUDSON, FRASIER, McGRATH, ORTEGA and DOLAN voting yes.

The Board reviewed a new job description for a Business Services Administrative Assistant position. Commissioner ORTEGA moved to approve the Business Services Administrative Assistant job description, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any questions, and Commissioner FRASIER asked if this was a new position. Executive Director RESNICK said there was someone already performing these duties, but that there was no formal job description. A

roll call vote was taken with Commissioners ORTEGA, McGRATH, FRASIER, KNUDSON, and DOLAN voting yes.

President DOLAN introduced the updated Use of Facilities policy. Commissioner ORTEGA moved to approve Personnel Policy 5.01 use of Facilities, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any questions, none were raised. A roll call vote was taken with Commissioners ORTEGA, McGRATH, FRASIER, KNUDSON and DOLAN voting yes.

President DOLAN said the District has purchased new chairs for the Regent Center and has no use for the old chairs. Commissioner FRASIER moved to declare 109 Vicro fabric stacking chairs as surplus and available for sale via auction, second by Commissioner KNUDSON. President DOLAN repeated the motion and asked if there were any questions, none were raised. A roll call vote was taken with Commissioners FRASIER, KNUDSON, McGRATH, ORTEGA and DOLAN voting yes.

Board Business

Executive Director RESNICK updated the Board on District 75's request to use Park District property to the west of Mechanics Grove School for a solar farm. The Board has several concerns, but is willing to discuss the possibility. The Board was given several dates to choose from to schedule a Long Range Capital meeting. The consensus was to hold the meeting the evening of September 11. The new resident marketing piece that will be distributed by the Village was shared with the Board. Several names were submitted by residents for the new park in the Holcomb subdivision. President DOLAN asked when a decision was needed. The park sign will not be installed until the spring, so later this year will be sufficient.


Commissioner FRASIER commented on two recent newspaper articles. One was appeared in the Daily Herald and about the success the Park District Dancers had at the national competition and the other appeared in the Mundelein Review and was about cooking classes at the Dunbar Recreation Center.

Visitors

Sue Guarna addressed the Board about her concern regarding the change in the indoor pool membership structure. She said she felt it was unfair to pool only members and favored people who want access to all of the Park View amenities. She acknowledged receiving an email from the Executive Director about why the changes were being implemented, but wanted to see some concessions made for pool only members. President DOLAN told her he appreciated her position and that staff will discuss the possibility of a compromise.

Ron Greenberg commented that he was impressed by the driving range presentation and asked if this project could be eligible for an OSLAD grant. He was told it most likely was, but that this year's grant application would be for the development of the Shady Lane property.

There being no further business, Commissioner ORTEGA moved to adjourn at 8:00 p.m. second by Commissioner McGRATH. The motion was unanimously approved.


Secretary