MUNDELEIN PARK &
RECREATION DISTRICT

Budget and Appropriation Public Hearing

Monday, December 28, 2020

6:45 p.m.

PUBLIC NOTICE IS HEREBY GIVEN that the Board of Park Commissioners of the Mundelein Park & Recreation District, Lake County, Illinois (the *"Park Board"*) will hold a Budget and Appropriation Public Hearing on the 28th day of December, 2020, at 6:45 o'clock p.m., virtually.

Due to the COVID-19 pandemic and state guidelines/restrictions, this meeting will be held virtually through Zoom. All are welcome but for security reasons, the link to the meeting and password is available by emailing the Executive Director Ron Salski at rsalski@mundeleinparks.org or calling 847-388-5460.

1. Call to Order

2. Roll Call

3. Motion to Open Budget and Appropriation Public Hearing
   A. Comments from the Public
   B. Comments from Board Members

4. Motion to Close Budget and Appropriation Public Hearing

5. Motion to Adjourn

MUNDELEIN PARK &
RECREATION DISTRICT

December 28, 2020

6:45 p.m. – Public Hearing

7:00 p.m. - Committee Meeting

7:30 p.m. - Regular Board Meeting

PUBLIC NOTICE IS HEREBY GIVEN that the Board of Park Commissioners of the Mundelein Park & Recreation District, Lake County, Illinois (the *"Park Board"*) will hold a Committee Meeting of the Park Board on the 28th day of December, 2020, at 7:00 o'clock p.m., virtually.

Due to the COVID-19 pandemic and state guidelines/restrictions, this meeting will be held virtually through Zoom. All are welcome but for security reasons, the link to the meeting and password is available by emailing the Executive Director Ron Salski at rsalski@mundeleinparks.org or calling 847-388-5460.

The Agenda for the Meeting is as follows:

Updates

1. Minimum Wage Impact
2. Review of Manuals, Ordinances and Plans
3. Community Wide Survey

Action Items – Regular Board Meeting

1. Approve of 2021 Budget and Work Plan
2. Approve 2021 Budget and Appropriation Ordinance 20-12-02
3. Approve of Ordinance Code Revisions - Rules and Regulations – Section 5
4. Approve of Part-Time Pay Ranges
5. Review of Semi-Annual Executive Session

MUNDELEIN PARK & RECREATION DISTRICT

BOARD MEMORANDUM

December 28, 2020 Committee Meeting Topics

Minimum Wage Impact

On January 1, 2021, the minimum wage will increase to $11.00 per hour compared to $10.00 per hour. Due to the increase, the Mundelein Park & Recreation District anticipates a $50,000 impact to the agency in the following areas:

- Indoor Pool
- Barefoot Bay
- Building Attendants
- Cultural Arts/Dance
- Regent Center
- Special Events/Rentals

Review of Manuals

President Ortega and Executive Director Salski have been reviewing the district-wide manuals and will be requesting the Board to discuss and approve revisions in 2021. Distinguished Accreditation requires annual reviews and revisions if necessary. Board Members were provided with flash drives to review the following manuals:

- Board Policy Manual
- Administrative Policy Manual
- Master Plan
- Ordinance Code-Rules and Regulations
- Table of Contents for Safety Manual

Executive Director Salski and staff will be working on procedures to compliment the policies. President Ortega and Executive Director Salski will answer questions at the meeting.

Community Wide Survey

The Community Wide Survey draft is near completion with a final review by January 1. Northern Illinois University is requesting to send out the survey by January 8. Results are expected in April. The survey will be translated in Spanish. If you have feedback, staff will answer questions at the meeting.

Action Items – Regular Board Meeting

1. Approve of 2021 Budget and Work Plan
2. Approve 2021 Budget and Appropriation Ordinance 20-12-02
3. Approve of Ordinance Code Revisions - Rules and Regulations – Section 5
4. Review of Semi-Annual Executive Session
5. Approve of Part Time Pay Ranges

MUNDELEIN PARK & RECREATION DISTRICT

REGULAR BOARD MEETING
December 28, 2020
7:30 pm

PUBLIC NOTICE IS HEREBY GIVEN that the Board of Park Commissioners of the Mundelein Park & Recreation District, Lake County, Illinois (the *"Park Board"*) will hold a Regular Board meeting of the Park Board on the 28th day of December, 2020, at 7:30 o'clock p.m., virtually.

Due to the COVID-19 pandemic and state guidelines/restrictions, this meeting will be held virtually through Zoom. All are welcome but for security reasons, the link to the meeting and password is available by emailing Executive Director Ron Salski at rsalski@mundeleinparks.org or by calling 847-388-5460.

AGENDA

Call to Order:

Pledge of Allegiance:

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

Approval of Minutes: Public Hearing 12-14-20, Committee Meeting 12-14-20, and Regular Meeting 12-14-20

Approval of Disbursements: Warrants: 122020, 122520, and 122820 = $223,247.37

Financials: November

Police Report: November

Correspondence:

Old Business:
1. Approve of 2021 Budget and Work Plan
2. Approve 2021 Budget and Appropriation Ordinance 20-12-02
3. Approve of Ordinance Code Revisions - Rules and Regulations – Section 5

New Business:
1. Approve of Part-Time Ranges
2. Review of Semi-Annual Executive Session

Board Business:

Staff Reports:

Service Anniversaries: Kelli Schillaci, 3; Erica DeLuca, 1; April Lee, 5; Nerissa Brueckbauer, 7.

Executive Session: Personnel 5 ILCS 120/2 (c)(1);
Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5); Imminent or 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 begin 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 commends 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

MINUTES
Mundelein Park & Recreation District
Public Hearing
December 14, 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 6:45 p.m. Due to COVID-19, the meeting was held via Zoom and if anyone was interested in receiving the audio, he/she can contact Ron Salski, Executive Director at 847-388-5460.

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

President ORTEGA stated a motion is necessary to open the Truth in Taxation Public Hearing. Commissioner DOLAN moved to open the Truth in Taxation Public Hearing 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, KNUDSON, and ORTEGA voting yes.

President Ortega asked if there were any comments for the public. Executive Director SALSKI stated that no one requested to be a part of the virtual meeting or submitted a question.

President Ortega asked if there were any comments for the Board Members. None.

President ORTEGA stated a motion is necessary to close the Truth in Taxation Public Hearing. Commissioner KNUDSON moved to close the Truth in Taxation Public Hearing second by Commissioner FRASIER. President ORTEGA repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners KNUDSON, FRASIER, DOLAN, McGRATH and ORTEGA voting yes.

The Public Hearing adjourned at 6:49 p.m.

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Secretary

MINUTES
Mundelein Park & Recreation District
Committee of the Whole
December 14, 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 p.m. Due to COVID-19, the meeting was held via Zoom and if anyone was interested in receiving the audio, he/she can contact Ron Salski, Executive Director at 847-388-5460.

Present were Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA. Staff present included Executive Director SALSKI.

Executive Director SALSKI presented the 2021 Board Meeting dates and moving meetings to the Regent Center when restrictions are lifted. He mentioned moving to the Regent Center would allow for more spacing and assist with an office space issue. He mentioned the potential conflict with the December 27 date as it would be an observed holiday for the Park & Recreation District. He felt comfortable the 2022 Budget and Ordinance would be completed at the first December meeting in 2021. Commissioner FRASIER stated the Board has agreed in the past not to hold a meeting if it was an observed holiday. He stated this gives advance notice to complete the 2022 Budget on time. He asked about the March 22 date and whether the meeting needed to be changed/canceled as it falls on spring break for administrators. He mentioned it is okay to cancel if necessary. Executive Director SALSKI stated that it should work but will evaluate. Board agreed on the dates and location.

Executive Director SALSKI introduced Section 5 of the Ordinance Code. He discussed each page and answered questions. President Ortega asked about the 100-foot distance around swimmers and boaters related to Section 5.14. Commissioner McGRATH agreed with the revision. Commissioner FRASIER had a question about Section 5.03 and the challenge passing stickers and/or one sticker per family. Executive Director SALSKI stated the Park & Recreation District planned to use a placard allowing residents to use more than one vehicle to tow.

Executive Director SALSKI asked Commissioner DOLAN to give an update on the 2021 Budget. Commissioner DOLAN stated that Superintendent McINERNEY, Executive Director SALSKI and he are working on revising the current budget reports. He stated the current reports are not as effective to better understand the operations, capital maintenance and opportunities to advance the Park & Recreation agency. He stated that there are some formula challenges to provide the board and staff a report to make future decisions. He explained that COVID-19 is a challenge to budget and all agencies don't know what to do. He mentioned that Park & Recreation District can present multiple budgets i.e. significant revenue decreases with less expenses or higher revenue with the opportunity to reduce expenses if revenues are not achieving targets. He recommended budgeting with higher revenues and board and staff can adjust after assessing each month and/or quarter. Commissioner DOLAN recommends Capital Maintenance expenditures need to tie into fund balances and paid from key funds such as Corporate and Recreation. Commissioner KNUDSON asked how does the Park & Recreation District handle

missing budget and what are ramifications. Executive Director SALSKI stated a reduction in operational expenses would occur and/or capital expenditures. Commissioner KNUDSON mentioned it is similar to 2020. Executive Director SALSKI stated it is similar but a more in-depth analysis would occur in operations. Commissioner DOLAN mentioned that he liked the future direction while staff is being proactive with revising the reports but the reports are not at a final stage to distribute.

Executive Director SALSKI mentioned the Spray Park will continue to have a sand play area. Board Members indicated attendance at the virtual conference. He indicated staff will begin programming the ice rink with Learn to Skate programs for the winter season. Commissioner McGRATH asked whether a third-party contractor would teach the lessons. Executive Director mentioned that would be the preferred approach. Board Members agreed lessons would be a good use of the ice rink.

Visitors: None.

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

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Secretary

MINUTES
Mundelein Park and Recreation District
Regular Board Meeting
December 14, 2020

The Regular Board meeting of the Board of Park Commissioners of the Mundelein Park and Recreation District was called to order at 6:45 p.m. Due to COVID-19, the meeting was held via Zoom and if anyone was interested in receiving the audio, he/she can contact Ron Salski, Executive Director at 847-388-5460.

President ORTEGA 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, KNUDSON, McGRATH and ORTEGA. Staff present included Executive Director SALSKI.

Commissioner DOLAN moved to approve the minutes of the Committee Meeting and Regular Meeting from November 23, 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 roll call vote was taken with Commissioners DOLAN, McGRATH, FRASIER, KNUDSON and ORTEGA voting yes.

President ORTEGA stated the Warrants being approved. Commissioner FRASIER moved to approve Warrants 112720, 120420, 120620, 120720, 121120 and 1121420 in the amount of $677,567.85 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.

Correspondence: President ORTEGA acknowledged the letters from Senator Johnson and Village of Mundelein.

New Business:

1. Approve of Tax Levy – Ordinance 20-12-01

President ORTEGA requested a motion for the approval of the Tax Levy Ordinance 20-12-01. Commissioner DOLAN moved with a second by Commissioner McGRATH. A roll call vote was taken with Commissioners DOLAN, McGRATH, FRASIER, KNUDSON, and ORTEGA voting yes.

2. Approve of Amending the Appropriation Ordinance for Fiscal Year 2020 – Ordinance 20-12-03

President ORTEGA requested a motion for the approval of Amending the Appropriation Ordinance for Fiscal Year 2020 – Ordinance 20-12-03. Commissioner McGRATH moved with a second by Commissioner KNUDSON. A roll call vote was taken with Commissioners McGRATH, FRASIER, KNUDSON, DOLAN, and ORTEGA voting yes.

1. Approve of Museum Fund Balance – Resolution 20-12-04

President ORTEGA requested a motion for the approval of Museum Fund Balance – Resolution 20-12-04. Commissioner FRASIER moved with a second by Commissioner KNUDSON. A roll call vote was taken with Commissioners FRASIER, KNUDSON, DOLAN, McGRATH and ORTEGA voting yes.

2. Approve of 2021 Board Meeting Dates – Resolution 20-12-05

President ORTEGA requested a motion for the approval of the 2021 Board Meeting Dates – Resolution 20-12-05 as amended. Commissioner DOLAN moved with a second by Commissioner McGRATH. A roll call vote was taken with Commissioners DOLAN, McGRATH, FRASIER, KNUDSON, and ORTEGA voting yes.

Board Business: President ORTEGA mentioned about the Virtual Conference. He explained how Executive Director SALSKI and he have been reviewing the policies and ordinances. Commissioner DOLAN reminded Board Members to submit information for the Master Board certification.

Visitors: None.

There being no further business, Commissioner DOLAN moved to adjourn at 7:38 p.m. second by Commissioner McGRATH. The motion was unanimously approved.

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Secretary

Warrants for Board Meeting 12/28/20

Warrant Number	Amount
122020	6,857.22
122520	181,112.47
122820	35,277.68
Total	223,247.37

Payroll ID: 72

Pay Period End Date: 12/19/2020 Check Post Date: 12/25/2020 Bank ID: A

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

122520

Grand Totals for Payroll:

	Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*
**	30-1102	3.92	0.00	45.08	
**	30-1103	5.07	0.00	50.70	
	005	0.00	0.00	0.00	5,091.93
	11-0000	0.00	0.00	0.00	0.00
	11-0002	0.00	0.00	0.00	0.00
	11-0003	0.00	0.00	0.00	0.00
	11-0004	50.55	0.00	1,250.61	26,480.54
	11-0005	0.00	0.00	0.00	0.00
	11-0006	45.50	0.00	810.36	15,867.27
	11-0007	0.00	0.00	0.00	3,324.40
	11-0008	0.00	0.00	0.00	0.00
	11-0009	63.93	0.00	1,285.63	28,793.70
	12-0100	0.00	0.00	0.00	0.00
	12-0101	0.00	0.00	0.00	0.00
	12-0102	0.00	0.00	0.00	0.00
	12-0103	76.98	0.00	2,116.18	45,766.23
	12-0104	72.00	0.00	2,327.04	57,357.80
	12-0105	77.75	0.00	1,129.71	25,650.35
	12-0107	464.99	0.00	11,136.84	232,034.76
	12-0108	88.92	0.00	1,139.38	12,271.58
	12-0150	0.50	0.00	8.50	1,045.50
	12-0151	1.75	0.00	29.75	408.00
	13-0200	0.00	0.00	0.00	0.00
	13-0201	0.00	0.00	0.00	0.00
	13-0202	0.00	0.00	0.00	5,374.32
	13-0206	0.00	0.00	0.00	7,254.34
	13-0251	0.00	0.00	0.00	0.00
	13-0252	80.00	0.00	2,114.40	47,499.28
	13-0253	160.00	0.00	2,149.60	39,758.91
	20-0300	0.00	0.00	0.00	0.00
	20-0301	0.00	0.00	0.00	0.00
	20-0303	0.00	0.00	0.00	0.00
	20-0304	0.00	0.00	0.00	1,701.19
	20-0305	0.00	0.00	0.00	0.00
	20-0306	0.00	0.00	0.00	0.00
	20-0307	37.55	0.00	390.29	2,750.90
	203	0.00	0.00	0.00	0.00
	21-0400	65.70	0.00	1,202.06	17,834.21
	21-0402	59.33	0.00	826.95	11,272.87
	21-0450	0.00	0.00	0.00	2,002.10
	21-0452	0.00	0.00	0.00	759.77
	22-0500	74.87	0.00	1,542.32	34,783.30
	22-0501	52.50	0.00	598.89	1,889.71

Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
AIM	1,179.57	30,236.07
AIM 03	1,088.54	27,641.39
AIM FLAT	50.00	1,200.00
ALI	32.00	736.00
ALP	116.15	2,787.60
CLI	24.76	643.76
DENTAL	153.70	3,409.68
DENTAL_ER	1,076.18	23,082.41
EAP_ER	64.35	1,362.90
FITW	9,973.76	220,435.40
FLH	378.87	8,750.62
MEDICAL_HMO	1,132.87	23,179.43
MEDICAL_HMO_ER	7,930.09	148,919.12
MEDICAL_PPO	1,835.79	43,248.95
MEDICAL_PPO_ER	12,850.78	302,746.66
MEDICARE_EE	1,911.27	42,016.89
MEDICARE_ER	1,911.27	42,016.89
NWD	555.00	10,805.00
NYL	53.34	1,386.84
PEN_IM2	2,308.71	51,778.05
PEN_IM2_ER	6,166.74	138,046.09
PEN_IMR	2,605.60	60,922.27
PEN_IMR_ER	6,959.87	162,730.36
SITW	5,935.24	130,751.58
SOCSEC_EE	8,172.45	179,658.35
SOCSEC_ER	8,172.45	179,658.35
STA	375.00	8,700.00
STA %	292.86	7,714.02
UN	111.00	2,632.00
VISION	25.74	577.85
VISION_ER	180.18	3,917.90
WI UI GARNISH	15.50	15.50

135,800.56
10,083.72
13,126.61
22,101.58
181,112.47

** = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross*

Payroll ID: 72

Pay Period End Date: 12/19/2020 Check Post Date: 12/25/2020 Bank ID: A

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

22-0502	0.00	0.00	0.00	69.00
22-0503	0.00	0.00	0.00	0.00
22-0504	0.00	0.00	0.00	295.67
22-0506	0.00	0.00	0.00	959.35
22-0507	0.00	0.00	0.00	0.00
22-0508	0.00	0.00	0.00	0.00
22-0509	0.00	0.00	0.00	538.04
23-0600	0.00	0.00	0.00	0.00
23-0601	11.00	0.00	316.50	9,785.74
23-0603	4.00	0.00	130.28	325.70
24-0700	0.00	0.00	0.00	0.00
24-0701	372.97	0.00	6,911.04	91,797.01
24-0702	88.63	0.00	1,425.32	31,690.36
25-0800	0.00	0.00	0.00	0.00
25-0801	56.36	0.00	1,254.57	37,504.18
25-0802	67.52	0.00	1,286.93	30,311.87
25-0803	203.74	0.00	3,199.88	61,160.26
25-0804	141.52	0.00	1,678.83	27,888.05
25-0805	160.37	0.00	1,680.16	21,226.38
25-0806	60.18	0.00	661.98	8,899.25
25-0807	0.00	0.00	0.00	2,129.87
25-0850	19.32	0.00	373.07	14,786.79
25-0851	48.00	0.00	1,380.92	49,169.68
25-0852	4.00	0.00	165.76	5,145.13
25-0853	24.00	0.00	656.78	11,562.10
25-0854	0.00	0.00	0.00	221.13
25-0855	5.00	0.00	235.52	2,489.42
25-0856	0.00	0.00	0.00	780.00
25-0857	0.00	0.00	0.00	52.50
25-0858	18.22	0.00	241.42	3,603.62
25-0859	3.00	0.00	98.25	1,967.89
25-0860	0.00	0.00	0.00	196.56
25-0861	14.57	0.00	145.70	1,029.68
25-0862	4.00	0.00	146.00	2,691.51
26-0900	0.00	0.00	0.00	0.00
26-0901	0.00	0.00	0.00	753.48
26-0904	0.00	0.00	0.00	0.00
26-0905	0.00	0.00	0.00	0.00
26-0906	0.00	0.00	0.00	0.00
26-0910	0.00	0.00	0.00	362.71
26-0911	0.00	0.00	0.00	492.97
26-0912	1.97	0.00	29.55	1,624.38
26-0913	0.00	0.00	0.00	1,488.81
26-0914	0.00	0.00	0.00	1,094.42
26-0915	0.00	0.00	0.00	0.00
26-0916	0.00	0.00	0.00	180.60
26-0917	0.00	0.00	0.00	4,357.08

** = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross*

Payroll ID: 72

Pay Period End Date: 12/19/2020 Check Post Date: 12/25/2020 Bank ID: A

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26-0918	0.00	0.00	0.00	0.00
27-1000	0.00	0.00	0.00	0.00
27-1001	0.00	0.00	0.00	12,224.16
27-1002	0.00	0.00	0.00	13,004.87
27-1025	851.58	0.00	13,809.00	107,944.16
27-1051	0.00	0.00	0.00	5,779.35
27-1052	0.00	0.00	0.00	36,266.36
30-1100	0.00	0.00	0.00	0.00
30-1101	1.00	0.00	13.00	287.82
30-1102	66.29	0.00	676.19	20,721.07
30-1103	69.30	0.00	757.74	7,304.62
30-1104	42.99	0.00	537.69	13,466.34
30-1105	24.50	0.00	250.78	2,141.15
30-1106	3.34	0.00	33.40	8,327.09
30-1107	6.00	0.00	60.00	195.00
30-1108	0.00	0.00	0.00	200.00
30-1109	0.00	0.00	0.00	517.33
31-1200	17.05	0.00	375.10	14,518.52
31-1201	0.00	0.00	0.00	160.82
31-1202	28.36	0.00	415.93	16,392.61
31-1203	0.00	0.00	0.00	739.19
31-1204	0.00	0.00	0.00	1,092.50
31-1205	0.00	0.00	0.00	871.20
31-1208	0.00	0.00	0.00	0.00
33-1302	0.00	0.00	0.00	0.00
607	0.00	0.00	0.00	384.67
ANNIV	0.00	0.00	0.00	995.00
AQUA	0.00	0.00	0.00	146.24
BON	80.00	0.00	1,074.40	2,154.40
CAR	0.00	0.00	0.00	4,000.00
CELL	0.00	0.00	530.00	5,970.00
COMP	0.00	0.00	0.00	2,481.83
CSC	0.00	0.00	0.00	7,393.75
CV19-1	0.00	0.00	0.00	77,414.88
CV19-2	0.00	0.00	0.00	6,210.15
CV19-3	0.00	0.00	0.00	1,416.10
CV19-4	0.00	0.00	0.00	128.26
CV19-5	0.00	0.00	0.00	98.28
CV19-6	0.00	0.00	0.00	30.00
DBL	0.00	0.00	0.00	17.00
EOY	0.00	0.00	0.00	800.00
EPTO	18.17	0.00	368.92	1,201.87
ESSNTLCOMP	0.00	0.00	0.00	17,075.99
FFCRA123	0.00	0.00	0.00	806.12
FFCRA456	0.00	0.00	0.00	0.00
FNRL	0.00	0.00	0.00	1,255.48
GOLF LSSNS	0.00	0.00	0.00	0.00

** = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross*

Payroll ID: 72

Pay Period End Date: 12/19/2020 Check Post Date: 12/25/2020 Bank ID: A

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

HOL	0.00	0.00	0.00	83,249.74
INC	0.00	0.00	0.00	3,672.00
JRY	0.00	0.00	0.00	0.00
LWP	0.00	0.00	0.00	0.00
NHI	0.00	0.00	1,230.80	28,616.10
OT	0.00	9.48	302.69	23,164.82
PATH	0.00	0.00	0.00	6,675.00
PER	40.00	0.00	1,175.86	16,234.13
REFERRAL	0.00	0.00	200.00	1,050.00
REG	0.00	0.00	0.00	112.00
SALARY	1,600.00	0.00	49,340.42	1,213,549.37
SIC	57.22	0.00	1,327.98	33,673.26
SIN	24.00	0.00	598.98	21,520.99
TFB	0.00	0.00	0.00	3,965.39
Tip	0.00	0.00	0.00	0.00
TLI	0.00	0.00	63.88	1,321.08
TVU	0.00	0.00	6.00	657.00
VAC	276.00	0.00	10,415.51	94,762.11
WELLNESS	7.00	0.00	133.42	2,889.90

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
135,800.56	0.00	38,327.72	97,472.84	2,977,055.13	96,311.84	45,311.91

Tax Type	State / Loc	App Wages	Prior Ded	Taxable Gross
Social Security		135,340.44	3,526.97	131,813.47
Medicare		135,340.44	3,526.97	131,813.47
Federal		135,340.44	9,664.14	125,676.30
State	IL	130,456.30	9,295.76	121,160.54
State	WI	4,884.14	368.38	4,515.76

** = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross*

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Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
131316	A T & T				
		E-LEARNING INTERNET	RECREATION PROGRAM FUND	E-LEARNING HUB	$1,234.50
				Check Total:	$1,234.50
131317	ACE HARDWARE				
		MEMORIAL - FASTENERS FOR BIKE RACK	CORPORATE FUND	PARKS AND PLAYGROUNDS	$5.00
		MEMORIAL - BIKE RACK REFINISHING PROJECT	CORPORATE FUND	PARKS AND PLAYGROUNDS	$2.50
		SHOP LIGHTS	CORPORATE FUND	GOLF COURSE MAINTAINEN	$22.49
				Check Total:	$29.99
131318	ADVOCATE OCCUPATIONAL HEALTH				
		RANDOM CDL TEST	CORPORATE FUND	RISK MANAGEMENT	$97.00
				Check Total:	$97.00
131319	AIRGAS USA, LLC				
		PROPANE RENTALS	CORPORATE FUND	GOLF COURSE MAINTAINEN	$91.99
				Check Total:	$91.99
131320	ALAYNA HEERDEGEN				
		REFUND DUE TO COVID	RECREATION PROGRAM FUND	ASSETS	$133.00
				Check Total:	$133.00
131321	ALBERTSONS / SAFEWAY				
		HALLOWEEN PARTY SUPPLIES	RECREATION PROGRAM FUND	LEARNING CENTER	$24.30
		LC HOLIDAY PARTY SNACKS	RECREATION PROGRAM FUND	LEARNING CENTER	$18.75
				Check Total:	$43.05
131322	ANCEL GLINK, P.C.				
		LEGAL SERVICES	CORPORATE FUND	ADMINISTRATION	$430.00
				Check Total:	$430.00
131323	ARTHUR CLESEN INC				
		CREDIT FERTILIZER	CORPORATE FUND	GOLF COURSE MAINTAINEN	$(80.00)
		GROWTH REGULATOR	CORPORATE FUND	GOLF COURSE MAINTAINEN	$290.00
		PVC FITTINGS	CORPORATE FUND	GOLF COURSE MAINTAINEN	$199.75
				Check Total:	$409.75
131324	AUTOMOTIVE LIFT CONSULTANT				
		LIFT INSPECTION	CORPORATE FUND	GOLF COURSE MAINTAINEN	$70.00
		LIFT INSPECTION	CORPORATE FUND	PARKS AND PLAYGROUNDS	$140.00
				Check Total:	$210.00
131325	BMI				
		MUSIC LICENSING BMI	RECREATION PROGRAM FUND	ADMINISTRATION	$364.00
				Check Total:	$364.00
131326	BRONZE MEMORIAL CO				
		BRONZE DEDICATION TREE PLAQUE	CORPORATE FUND	PARKS AND PLAYGROUNDS	$145.79
				Check Total:	$145.79
131327	BURRIS EQUIPMENT CO				
		SAND BLASTER RENTAL	CORPORATE FUND	PARKS AND PLAYGROUNDS	$336.00
				Check Total:	$336.00
131328	CINTAS FIRST AID & SAFETY				

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Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
		FIRST AID SUPPLIES	RECREATION PROGRAM FUND	HEALTH & FITNESS	$12.29
				Check Total:	$12.29
131329	COMCAST				
		INTERNET	RECREATION PROGRAM FUND	HEALTH & FITNESS	$75.00
		INTERNET	RECREATION PROGRAM FUND	ADMINISTRATION	$75.00
		INTERNET	RECREATION PROGRAM FUND	E-LEARNING HUB	$123.40
				Check Total:	$273.40
131330	COMCAST				
		COMCAST	CORPORATE FUND	GOLF COURSE MAINTAINEN	$108.35
				Check Total:	$108.35
131331	COMCAST				
		REGENT INTERNET	RECREATION PROGRAM FUND	ADMINISTRATION	$108.35
				Check Total:	$108.35
131332	COMCAST				
		INTERNET	CORPORATE FUND	GOLF PRO SHOP	$128.40
				Check Total:	$128.40
131333	COMCAST				
		INTERNET DLRC	RECREATION PROGRAM FUND	DIAMOND LAKE FACILITY	$148.35
				Check Total:	$148.35
131334	CONSTELLATION NEW ENERGY, INC				
		HICKORY	CORPORATE FUND	PARKS AND PLAYGROUNDS	$20.88
		BAY ELECTRIC	RECREATION PROGRAM FUND	BAREFOOT BAY	$139.73
		ELECTRIC	CORPORATE FUND	GOLF COURSE MAINTAINEN	$835.12
		ELECTRIC	CORPORATE FUND	GOLF PRO SHOP	$449.68
				Check Total:	$1,445.41
131335	CONSTRUCTION & GEOTECHNICAL				
		MCC/MAINT YARD PAVING - CONSTRUCTION MATERIAL TESTING	CAPITAL IMPROVEMENT FUND	CAPITAL IMPROVEMENT	$1,170.00
				Check Total:	$1,170.00
131336	CRYSTAL MAINTENANCE PLUS CORP				
		CONTRACT CUSTODIAL	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	$73.90
		CONTRACT CUSTODIAL	RECREATION PROGRAM FUND	TRAILS DAY CAMP	$184.75
		CONTRACT CUSTODIAL	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	$184.75
		CONTRACT CUSTODIAL	RECREATION PROGRAM FUND	REC CONNECTION	$923.75
		CONTRACT CUSTODIAL	RECREATION PROGRAM FUND	HEALTH & FITNESS	$554.25
		CONTRACT CUSTODIAL	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	$184.75
		CONTRACT CUSTODIAL	RECREATION PROGRAM FUND	MCC INDOOR POOL	$110.85
		CONTRACT CUSTODIAL	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	$665.10
		CONTRACT CUSTODIAL	RECREATION PROGRAM FUND	MCC FACILITY	$812.90
				Check Total:	$3,695.00
131337	DE LAGE LANDEN				
		COPIER LEASE 01/15/21 - 02/14/21	CORPORATE FUND	ASSETS	$117.41
		COPIER LEASE 01/15/21 - 02/14/21	RECREATION PROGRAM FUND	ASSETS	$117.41
		COPIER LEASE 01/15/21 - 02/14/21	RECREATION PROGRAM FUND	ASSETS	$82.77
				Check Total:	$317.59
131338	DIRECT FITNESS SOLUTIONS, LLC				
		FACILITY WIPES	RECREATION PROGRAM FUND	HEALTH & FITNESS	$450.00

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				Check Total:	$450.00
131339	E-Z-GO A TEXTRON COMPANY				
		CART MAINT AGREEMENT	CORPORATE FUND	GOLF PRO SHOP	$2,245.32
		CART FLEET MAINT	CORPORATE FUND	GOLF PRO SHOP	$2,245.32
				Check Total:	$4,490.64
131340	EFAX CORPORATE				
		DECEMBER FAX SERVICE	RECREATION PROGRAM FUND	REGENT CENTER	$14.82
		DECEMBER FAX SERVICE	RECREATION PROGRAM FUND	BAREFOOT BAY	$14.82
		DECEMBER FAX SERVICE	RECREATION PROGRAM FUND	MCC FACILITY	$14.83
		DECEMBER FAX SERVICE	RECREATION PROGRAM FUND	HEALTH & FITNESS	$14.83
		DECEMBER FAX SERVICE	RECREATION PROGRAM FUND	MCC INDOOR POOL	$14.82
		DECEMBER FAX SERVICE	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	$14.83
				Check Total:	$88.95
131341	EMPLOYEE BENEFITS CORPORATION				
		DECEMBER FLEX FEES	CORPORATE FUND	ADMINISTRATION	$53.50
				Check Total:	$53.50
131342	GABRIEL ENVIRONMENTAL SERVICES				
		PARKING LOT IMPROVEMENTS	CAPITAL IMPROVEMENT FUND	CAPITAL IMPROVEMENT	$1,760.00
				Check Total:	$1,760.00
131343	GAYLORD BROS INC				
		ARCHIVAL SUPPLIES	CORPORATE FUND	ADMINISTRATION	$476.66
		ARCHIVAL SUPPLIES	RECREATION PROGRAM FUND	ADMINISTRATION	$714.98
				Check Total:	$1,191.64
131344	GEWALT HAMILTON ASSOCIATES INC				
		MCC/MAINT YARD PAVING ENGINEERING/DESIGN/CONSTRUCTIO N OVERSIGHT	CAPITAL IMPROVEMENT FUND	CAPITAL IMPROVEMENT	$229.64
				Check Total:	$229.64
131345	GRAINGER				
		AUTO FLUSH VALVE	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	$355.37
		ELEVATOR REPAIR	RECREATION PROGRAM FUND	MCC FACILITY	$9.32
				Check Total:	$364.69
131346	GROWER EQUIPMENT & SUPPLY CO				
		CHAINS	CORPORATE FUND	GOLF COURSE MAINTAINEN	$131.90
		DR MOWER - DRIVE CABLE AND BRAKE LEVER	CORPORATE FUND	PARKS AND PLAYGROUNDS	$62.38
				Check Total:	$194.28
131347	INSPIRE TENNIS ACADEMY LLC				
		INSPIRE TENNIS FALL SESSION I	RECREATION PROGRAM FUND	TENNIS	$1,791.44
				Check Total:	$1,791.44
131348	JC LICHT LLC				
		BL PAINTING	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	$51.92
		BIG & LITTLE PAINTING	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	$43.99
		MAINTENANCE FACILITY - OFFICE RENOVATION	CORPORATE FUND	PARKS AND PLAYGROUNDS	$15.08
		MAINTENANCE FACILITY - OFFICE RENOVATION	CORPORATE FUND	PARKS AND PLAYGROUNDS	$72.87
				Check Total:	$183.86

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131349	LAKE COUNTY HEALTH DEPARTMENT				
		2021 HEALTH DEPT FOOD PERMIT	RECREATION PROGRAM FUND	ASSETS	$324.00
				Check Total:	$324.00
131350	LAKE COUNTY HEALTH DEPARTMENT				
		2021 EXPENSE - HEALTH DEPT FOOD PERMIT	RECREATION PROGRAM FUND	ASSETS	$284.00
				Check Total:	$284.00
131351	LAUTERBACH & AMEN, LLP				
		FINANCIAL PLANNING	CORPORATE FUND	ADMINISTRATION	$550.00
				Check Total:	$550.00
131352	LAWSON PRODUCTS				
		CABLE TIES	CORPORATE FUND	PARKS AND PLAYGROUNDS	$6.25
		CABLE TIES	CORPORATE FUND	PARKS AND PLAYGROUNDS	$6.25
		FLEET CLEANING SUPPLIES	CORPORATE FUND	PARKS AND PLAYGROUNDS	$23.70
		FIRST AID	CORPORATE FUND	GOLF COURSE MAINTAINEN	$9.65
		CUT OFF WHEELS	CORPORATE FUND	PARKS AND PLAYGROUNDS	$15.60
		FASTENERS - FLEET	CORPORATE FUND	PARKS AND PLAYGROUNDS	$12.47
		MISC SHOP SUPPLIES	CORPORATE FUND	PARKS AND PLAYGROUNDS	$69.06
				Check Total:	$142.98
131353	LORI MCMAHON				
		REFUND DUE TO WITHDRAW FROM CLASS	RECREATION PROGRAM FUND	ASSETS	$20.00
				Check Total:	$20.00
131354	LOWE'S				
		SPRAY PARK YARD HYDRANT REPAIR	RECREATION PROGRAM FUND	SPRAY PARK	$25.60
				Check Total:	$25.60
131355	MAJESTIC FLAG & BANNER CO INC				
		REPLACEMENT US FLAGS	CORPORATE FUND	PARKS AND PLAYGROUNDS	$261.87
				Check Total:	$261.87
131356	MARIA CHILDS				
		CANCELLED DUE TO COVID	RECREATION PROGRAM FUND	ASSETS	$208.58
				Check Total:	$208.58
131357	MENARDS				
		CREDIT SHIPPING CRATE RETURN - CAMBRIDGE COUNTRY SHELTER ROOF	CORPORATE FUND	PARKS AND PLAYGROUNDS	$(132.72)
		CREDIT SPECIAL PALLET RETURN - CAMBRIDGE COUNTRY SHELTER ROOF PROJECT	CORPORATE FUND	PARKS AND PLAYGROUNDS	$(215.49)
		BIG & LITTLE HALLWAY PAINTING SUPPLIES	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	$176.54
		CREDIT SPECIAL SHIPPING CRATE RETURN	CORPORATE FUND	PARKS AND PLAYGROUNDS	$(122.22)
		CAMBRIDGE COUNTRY - GAZEBO ROOF PROJECT	CORPORATE FUND	PARKS AND PLAYGROUNDS	$9.79
		MAINTENANCE FACILITY - B4 SIDING	CORPORATE FUND	PARKS AND PLAYGROUNDS	$158.67
		MAIINTENANCE FACILITY - OFFICE RENOVATION	CORPORATE FUND	PARKS AND PLAYGROUNDS	$162.88
		MAINTENANCE FACILITY - OFFICE RENOVATION	CORPORATE FUND	PARKS AND PLAYGROUNDS	$138.69
				Check Total:	$176.14

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Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
131358	MENARDS				
		MAINTENANCE FACILITY - B4 SIDING	CORPORATE FUND	PARKS AND PLAYGROUNDS	$63.92
				Check Total:	$63.92
131359	MENARDS				
		MAINTENANCE FACILITY - OFFICE RENOVATION	CORPORATE FUND	PARKS AND PLAYGROUNDS	$87.49
				Check Total:	$87.49
131360	MENARDS				
		CAMBRIDGE COUNTRY PARK - SHELTER ROOF RENOVATION	CORPORATE FUND	PARKS AND PLAYGROUNDS	$31.15
				Check Total:	$31.15
131361	MIDLAND GLASS CO				
		COVID - MUSEUM PLEXIGLASS	CORPORATE FUND	PARKS AND PLAYGROUNDS	$382.00
				Check Total:	$382.00
131362	MORRISON'S LAUNDRY & CLEANERS				
		SHOP RAG CLEANING	CORPORATE FUND	PARKS AND PLAYGROUNDS	$54.60
				Check Total:	$54.60
131363	NANCY HAGLER-VUJOVIC				
		E-LEARNING WITHDRAW	RECREATION PROGRAM FUND	ASSETS	$150.00
				Check Total:	$150.00
131364	NAPA AUTO PARTS				
		D6/D8 - WHEEL PAINT	CORPORATE FUND	PARKS AND PLAYGROUNDS	$7.34
		D6/D8 - WHEEL PAINTING PREP SUPPLIES	CORPORATE FUND	PARKS AND PLAYGROUNDS	$7.80
		P6 - BATTERY	CORPORATE FUND	PARKS AND PLAYGROUNDS	$141.11
		CREDIT NAPA	CORPORATE FUND	PARKS AND PLAYGROUNDS	$(0.41)
		CREDIT NAPA	CORPORATE FUND	PARKS AND PLAYGROUNDS	$(28.27)
				Check Total:	$127.57
131365	NORTH SHORE GAS				
		NATURAL GAS BILL	CORPORATE FUND	PARKS AND PLAYGROUNDS	$196.31
		BAY GAS - CONCESSIONS STAND	RECREATION PROGRAM FUND	HEALTH & FITNESS	$345.65
		BAY GAS	RECREATION PROGRAM FUND	BAREFOOT BAY	$409.47
		REGENT GAS	RECREATION PROGRAM FUND	REGENT CENTER	$182.99
		MCC GAS	RECREATION PROGRAM FUND	MCC FACILITY	$223.31
		MCC GAS	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	$334.96
		MCC GAS	RECREATION PROGRAM FUND	HEALTH & FITNESS	$893.23
		MCC GAS	RECREATION PROGRAM FUND	MCC INDOOR POOL	$781.58
		DRC NATURAL GAS	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	$85.71
		DRC NATURAL GAS	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	$64.29
		DRC NATURAL GAS	RECREATION PROGRAM FUND	HEALTH & FITNESS	$42.86
		DRC NATURAL GAS	RECREATION PROGRAM FUND	TRAILS DAY CAMP	$42.86
		DRC NATURAL GAS	RECREATION PROGRAM FUND	REC CONNECTION	$150.00
		DRC NATURAL GAS	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	$42.85
		DLRC NATURAL GAS	RECREATION PROGRAM FUND	DIAMOND LAKE FACILITY	$375.13
		NATURAL GAS	CORPORATE FUND	MUSEUM	$159.01
		KDS NATURAL GAS	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	$130.57
				Check Total:	$4,460.78
131366	NUTOYS LEISURE PRODUCTS				
		BEARINGS	CORPORATE FUND	PARKS AND PLAYGROUNDS	$56.60

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Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
				Check Total:	$56.60
131367	PADDOCK PUBLICATIONS, INC				
		CLASSIFIED AD FOR BUDGET & APPROPRIATION ORDINANCE	CORPORATE FUND	ADMINISTRATION	$50.60
		BID-BROCHURE	CORPORATE FUND	ADMINISTRATION	$326.60
				Check Total:	$377.20
131368	QUALITY CATERING FOR KIDS, INC				
		QUALITY CATERING FOOD SERVICE	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	$416.53
		QUALITY CATERING FOOD SERVICE/SNACKS	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	$307.17
		QUALITY CATERING FOOD SERVICE/SNACKS	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	$65.15
		QUALITY CATERING FOOD SERVICE/SNACKS	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	$227.21
				Check Total:	$1,016.06
131369	REINDERS INC				
		VALVE FOR SPRAYER	CORPORATE FUND	GOLF COURSE MAINTAINEN	$112.72
				Check Total:	$112.72
131370	SIGNS NOW MUNDELEIN				
		SOCIAL DISTANCING SIGNS FOR BEACH	RECREATION PROGRAM FUND	ADMINISTRATION	$168.48
		PARK RULES SIGNAGE	CORPORATE FUND	PARKS AND PLAYGROUNDS	$155.82
		B&L HIRING BANNER	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	$96.00
		FALL EVENTS/STORY BOOK SIGNS	RECREATION PROGRAM FUND	SPECIAL EVENTS	$407.60
		ATHLETIC COURT SIGNAGE	CORPORATE FUND	PARKS AND PLAYGROUNDS	$79.67
		MUSEUM YARD SIGNAGE	CORPORATE FUND	MUSEUM	$61.70
		LARGE POOL SIGNS OF SWIMMERS FOR WALLS	RECREATION PROGRAM FUND	MCC INDOOR POOL	$404.20
		ROOM SIGNS FOR EACH BIG & LITTLE CLASSROOM	RECREATION PROGRAM FUND	BIG & LITTLE DEVELOPMEN	$103.64
				Check Total:	$1,477.11
131371	SOUND OF MUSIC SYSTEMS CORP				
		FITNESS CENTER MUSIC FESS	RECREATION PROGRAM FUND	HEALTH & FITNESS	$38.00
				Check Total:	$38.00
131372	SPECTRUM REACH				
		DIGITAL CAMPAIGN FOR FITNESS	RECREATION PROGRAM FUND	HEALTH & FITNESS	$643.00
				Check Total:	$643.00
131373	SPORTS R US				
		SPORTS R US FALL II	RECREATION PROGRAM FUND	SPORTS CONTRACT PROGR	$88.00
				Check Total:	$88.00
131374	THOMAS GREY, GREY & ASSOCIATES				
		REVIEW AND TRAINING	CORPORATE FUND	RISK MANAGEMENT	$600.00
				Check Total:	$600.00
131375	TOSHIBA FINANCIAL SERVICES				
		1ST FLOOR COPIER LEASE	RECREATION PROGRAM FUND	ADMINISTRATION	$212.81
				Check Total:	$212.81
131376	TRITZ BEVERAGE SYSTEMS, INC				
		BEER LINE CLEANING	CORPORATE FUND	GOLF FOOD AND BEVERAGE	$40.00

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				Check Total:	$40.00
131377	UNWIRED LLC				
		MUSEUM INTERNET	CORPORATE FUND	MUSEUM	$19.95
				Check Total:	$19.95
131378	VILLAGE OF MUNDELEIN				
		WATER & SEWER SERVICE	CORPORATE FUND	MUSEUM	$62.04
		WATER & SEWER SERVICE - KDS	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	$62.04
				Check Total:	$124.08
131379	VILLAGE OF MUNDELEIN				
		ELEVATOR INSPECTION FEE	RECREATION PROGRAM FUND	MCC FACILITY	$86.00
				Check Total:	$86.00
131380	WAREHOUSE DIRECT OFFICE PROD				
		OFFICE SUPPLIES	CORPORATE FUND	ADMINISTRATION	$20.34
		OFFICE SUPPLIES	RECREATION PROGRAM FUND	ADMINISTRATION	$30.52
		OFFICE SUPPLIES	CORPORATE FUND	ADMINISTRATION	$75.92
		OFFICE SUPPLIES	RECREATION PROGRAM FUND	ADMINISTRATION	$113.88
		OFFICE SUPPLIES	CORPORATE FUND	ADMINISTRATION	$11.55
		OFFICE SUPPLIES	RECREATION PROGRAM FUND	ADMINISTRATION	$17.33
		DRC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	KRACKLAUER DANCE STUDI	$14.23
		DRC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	TRAILS DAY CAMP	$14.23
		DRC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	ADMINISTRATION	$14.23
		DRC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	DUNBAR RECREATION CENT	$18.97
		DRC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	REC CONNECTION	$33.20
		CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	HEALTH & FITNESS	$151.98
		CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	MCC INDOOR POOL	$50.66
		OFFICE SUPPLIES - BINDERS	CORPORATE FUND	ADMINISTRATION	$5.16
		OFFICE SUPPLIES - BINDERS	RECREATION PROGRAM FUND	ADMINISTRATION	$7.74
		DRC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	ADMINISTRATION	$29.00
		DRC CUSTODIAL SUPPLIES	RECREATION PROGRAM FUND	E-LEARNING HUB	$29.09
		TONER	CORPORATE FUND	ADMINISTRATION	$348.44
		TONER	RECREATION PROGRAM FUND	ADMINISTRATION	$232.29
		MCC - 3RD FLOOR	CORPORATE FUND	PARKS AND PLAYGROUNDS	$57.24
		TRASH LINERS - DLRC	RECREATION PROGRAM FUND	DIAMOND LAKE FACILITY	$28.62
				Check Total:	$1,304.62

Warrant Total: $35,277.68

MUNDELEIN PARK & RECREATION DISTRICT

BOARD MEMORANDUM

December 28, 2020 Regular Board Meeting Agenda Item

To: Board of Commissioners

From: Ron Salski, Executive Director
Debbie McInerney, Superintendent

Date: December 21, 2020

Subject: November Financial Report

Analysis/Considerations

Attached are the financial reports. Just a reminder, that the red parenthesis indicates an unfavorable number for the column compared to the budget i.e. actual to budget, actual to budget YTD, projected to budget. After reviewing and analyzing the MTD and YTD Financial Reports, a summary is provided below:

Month to Date

For District-Wide MTD, the district was favorable $328,049.

Year to Date

For District-Wide YTD, the district was favorable $555,049.

Projections

The 2020 Budget includes a $400,000 OSLAD with a district-wide grand total of ($401,146). Staff has spent significant time going through each line item to forecast projections. Within a major pandemic and with grants/reimbursements, staff is projecting a revised district-wide grand total of ($195,333), which is $205,813 favorable.

The November district-wide Year-End Projections are $344,224 more favorable than the October district-wide Year-End Projections. This is primarily due to the inclusion of $280,000 in grant funds, and a reduction in the projected expenses in the Special Rec fund.

Notes

*Through December, tax revenue collections are 96%.
*In the projections, tax revenue collection is 98%. If 99% collections, tax revenue will provide a more favorable grand total, ($195,333), projections by an estimated $47,000.

Action and Motion Requested

Move to place the November Financials on file.

Mundelein Park and Recreation District
Monthly Financial Report
All Funds

ALL FUNDS PERIOD ENDING 11/30/2(	Monthly Actual-to-Budget Comparison 2020 NOV Budget	 2020 NOV Actual	 Actual to Budget	 2019 NOV Actual	 Change in Actual 2019 to 2020
General Fund					
Rev	$111,176.83	$187,772.87	$76,596.04	$71,332.69	$116,440.18
Exp	$407,711.59	$356,918.37	$50,793.22	$445,997.77	$89,079.40
General Fund Total	($296,534.76)	($169,145.50)	$127,389.26	($374,665.08)	$205,519.58
Recreation Fund					
Rev	$228,648.16	$221,753.48	($6,894.68)	$209,433.02	$12,320.46
Exp	$359,244.34	$284,911.88	$74,332.46	$400,619.50	$115,707.62
Recreation Fund Total	($130,596.18)	($63,158.40)	$67,437.78	($191,186.48)	$128,028.08
Debt Service Fund					
Rev	$4,884.12	$11,634.16	$6,750.04	$4,025.41	$7,608.75
Exp	$453,150.00	$453,150.00	$0.00	$452,150.00	($1,000.00)
Debt Service Fund Total	($448,265.88)	($441,515.84)	$6,750.04	($448,124.59)	$6,608.75
Capital Fund					
Rev	$4,113.97	($1,724.95)	($5,838.92)	$23,470.14	($25,195.09)
Exp	$160,000.00	$27,688.97	$132,311.03	$143,210.07	$115,521.10
Capital Fund Total	($155,886.03)	($29,413.92)	$126,472.11	($119,739.93)	$90,326.01
Grand Total	**($1,031,282.85)**	**($703,233.66)**	**$328,049.19**	**($1,133,716.08)**	**$430,482.42**

Mundelein Park and Recreation District
Monthly Financial Report - Corporate Fund

CORPORATE FUND OVERVIEW PERIOD ENDING 11/30/20	Monthly Actual-to-Budget Comparison				
	2020 NOV Budget	2020 NOV Actual	Actual to Budget	2019 NOV Actual	Change in Actual 2019 to 2020
Administration					
Rev	$60,623.64	$85,406.10	$24,782.46	$55,783.20	$29,622.90
Exp	$77,514.78	$67,295.63	$10,219.15	$94,977.38	$27,681.75
Administration Total	($16,891.14)	$18,110.47	$35,001.61	($39,194.18)	$57,304.65
Parks					
Rev	$1,367.16	$4,082.70	$2,715.54	$874.26	$3,208.44
Exp	$126,121.26	$112,996.67	$13,124.59	$160,172.83	$47,176.16
Parks Total	($124,754.10)	($108,913.97)	$15,840.13	($159,298.57)	$50,384.60
Golf					
Rev	$44,293.06	$85,576.35	$41,283.29	$11,098.46	$74,477.89
Exp	$94,075.26	$86,648.48	$7,426.78	$103,272.90	$16,624.42
Golf Total	($49,782.20)	($1,072.13)	$48,710.07	($92,174.44)	$91,102.31
Special Recreation					
Rev	$2,639.52	$6,878.89	$4,239.37	$1,801.87	$5,077.02
Exp	$93,252.07	$73,371.43	$19,880.64	$71,568.11	($1,803.32)
Special Recreation Total	($90,612.55)	($66,492.54)	$24,120.01	($69,766.24)	$3,273.70
Museum					
Rev	$7.43	$22.83	$15.40	$6.52	$16.31
Exp	$926.02	$779.93	$146.09	$546.90	($233.03)
Museum Totals	($918.59)	($757.10)	$161.49	($540.38)	($216.72)
Police					
Rev	$460.71	$1,268.47	$807.76	$362.61	$905.86
Exp	$56.41	$159.94	($103.53)	$22.88	($137.06)
Police Totals	$404.30	$1,108.53	$704.23	$339.73	$768.80
Risk Management					
Rev	$1,652.76	$4,173.91	$2,521.15	$1,301.61	$2,872.30
Exp	$15,765.79	$15,666.29	$99.50	$15,436.77	($229.52)
Risk Mgmt. Totals	($14,113.03)	($11,492.38)	$2,620.65	($14,135.16)	$2,642.78
Audit					
Rev	$132.55	$363.62	$231.07	$104.16	$259.46
Exp	$0.00	$0.00	$0.00	$0.00	$0.00
Audit Totals	$132.55	$363.62	$231.07	$104.16	$259.46
Corporate Fund Total	**($296,534.76)**	**($169,145.50)**	**$127,389.26**	**($374,665.08)**	**$205,519.58**

Mundelein Park and Recreation District
Monthly Financial Report
Recreation Fund - Overview

RECREATION FUND OVERVIEW PERIOD ENDING 11/30/20	Monthly Actual-to-Budget Comparison				
	2020 NOV Budget	2020 NOV Actual	Actual to Budget	2019 NOV Actual	Change in Actual 2019 to 2020
Administration					
Rev	$16,893.08	$30,775.76	$13,882.68	$11,547.34	$19,228.42
Exp	$110,896.11	$101,340.17	$9,555.94	$121,445.95	$20,105.78
Administration Total	($94,003.03)	($70,564.41)	$23,438.62	($109,898.61)	$39,334.20
Preschool					
Rev	$9,279.25	$6,545.80	($2,733.45)	$8,554.45	($2,008.65)
Exp	$8,020.21	$5,206.26	$2,813.95	$9,928.52	$4,722.26
Preschool Total	$1,259.04	$1,339.54	$80.50	($1,374.07)	$2,713.61
Athletics					
Rev	$14,591.94	$10,535.09	($3,392.36)	$11,199.58	($664.49)
Exp	$19,182.37	$10,012.92	$9,169.45	$15,333.39	$5,320.47
Athletics Total	($4,590.43)	$522.17	$5,112.60	($4,133.81)	$4,655.98
Regent Center					
Rev	$7,156.66	$1,561.10	($5,595.56)	$3,616.00	($2,054.90)
Exp	$15,694.62	$8,666.32	$7,028.30	$23,140.93	$14,474.61
Regent Center Total	($8,537.96)	($7,105.22)	$1,432.74	($19,524.93)	$12,419.71
Big & Little					
Rev	$43,101.08	$88,797.92	$45,696.84	$46,311.18	$42,486.74
Exp	$46,022.54	$41,829.70	$4,192.84	$62,524.76	$20,695.06
Big & Little Totals	($2,921.46)	$46,968.22	$49,889.68	($16,213.58)	$63,181.80
Fitness					
Rev	$58,461.08	$32,585.06	($25,876.02)	$57,230.85	($24,645.79)
Exp	$67,659.39	$41,709.18	$25,950.21	$71,083.83	$29,374.65
Fitness Total	($9,198.31)	($9,124.12)	$74.19	($13,852.98)	$4,728.86
Aquatics					
Rev	$624.73	$895.93	$271.20	($250.39)	$1,146.32
Exp	$29,659.20	$11,889.43	$17,769.77	$22,611.09	$10,721.66
Aquatics Total	($29,034.47)	($10,993.50)	$18,040.97	($22,861.48)	$11,867.98

Mundelein Park and Recreation District
Monthly Financial Report
Recreation Fund - Overview

RECREATION FUND OVERVIEW PERIOD ENDING 11/30/20	Monthly Actual-to-Budget Comparison				
	2020 NOV Budget	2020 NOV Actual	Actual to Budget	2019 NOV Actual	Change in Actual 2019 to 2020
Rec Connect/Camp					
Rev	$49,573.28	$31,260.88	($18,312.40)	$47,291.60	($16,030.72)
Exp	$33,688.73	$39,570.99	($5,882.26)	$42,299.38	$2,728.39
Rec Connect/Camp Total	$15,884.55	($8,310.11)	($24,194.66)	$4,992.22	($13,302.33)
Indoor Pool					
Rev	$10,878.56	$8,254.66	($2,623.90)	$7,378.26	$876.40
Exp	$19,370.13	$16,222.07	$3,148.06	$20,665.78	$4,443.71
Indoor Pool Totals	($8,491.57)	($7,967.41)	$524.16	($13,287.52)	$5,320.11
Dance					
Rev	$14,358.68	$8,520.76	($5,837.92)	$16,297.35	($7,776.59)
Exp	$5,387.10	$4,082.46	$1,304.64	$8,668.29	$4,585.83
Dance Total	$8,971.58	$4,438.30	($4,533.28)	$7,629.06	($3,190.76)
Cultural Arts					
Rev	$3,729.82	$2,020.52	($1,709.30)	$256.80	$1,763.72
Exp	$3,663.94	$4,382.38	($718.44)	$2,917.58	($1,464.80)
Cultural Arts Total	$65.88	($2,361.86)	($2,427.74)	($2,660.78)	$298.92
Recreation Fund Total	**($130,596.18)**	**($63,158.40)**	**$67,437.78**	**($191,186.48)**	**$128,028.08**

Mundelein Park and Recreation District
Monthly Financial Report
DEBT SERVICE

DEBT SERVICE PERIOD ENDING 11/30/20		Monthly Actual-to-Budget Comparison 2020 NOV Budget	2020 NOV Actual	Actual to Budget	2019 NOV Actual	Change in Actual 2019 to 2020
REVENUES						
Dept 41.560 - DEBT SERVICE						
TAX REVENUE						
30-41.560-4001	REAL ESTATE TAXES	$4,150.25	$11,582.58	$7,432.33	$3,321.67	$8,260.91
TAX REVENUE		$4,150.25	$11,582.58	$7,432.33	$3,321.67	$8,260.91
OTHER INCOME						
30-41.560-4801	INTEREST - INVESTMENTS	$733.87	$51.58	($682.29)	$703.74	($652.16)
OTHER INCOME		$733.87	$51.58	($682.29)	$703.74	($652.16)
REVENUE TOTAL		$4,884.12	$11,634.16	$6,750.04	$4,025.41	$7,608.75
EXPENDITURES						
Dept 41.560 - DEBT SERVICE						
OPERATING SUPPLIES/EXPENSES						
30-41.560-5391	PROPERTY TAX REFUND	$0.00	$0.00	$0.00	$0.00	$0.00
OPERATING SUPPLIES/EXPENSES		$0.00	$0.00	$0.00	$0.00	$0.00
DEBT EXPENSE						
30-41.560-5611	PRINCIPLE BONDS	$405,000.00	$405,000.00	$0.00	$400,000.00	($5,000.00)
30-41.560-5612	PRINCIPLE CAPITAL LEASE	$0.00	$0.00	$0.00	$0.00	$0.00
30-41.560-5621	INTEREST BONDS	$48,150.00	$48,150.00	$0.00	$52,150.00	$4,000.00
30-41.560-5690	DEBT SERVICE FEES	$0.00	$0.00	$0.00	$0.00	$0.00
DEBT EXPENSE		$453,150.00	$453,150.00	$0.00	$452,150.00	($1,000.00)
EXPENDITURE TOTAL		$453,150.00	$453,150.00	$0.00	$452,150.00	($1,000.00)
DEBT SERVICE TOTALS		**($448,265.88)**	**($441,515.84)**	**$6,750.04**	**($448,124.59)**	**$6,608.75**

Mundelein Park and Recreation District
Monthly Financial Report
Recreation Fund - CAPITAL

RECREATION FUND CAPITAL PERIOD ENDING 11/30/20		Monthly Actual-to-Budget Comparison 2020 NOV Budget	 2020 NOV Actual	 Actual to Budget	 2019 NOV Actual	 Change in Actual 2019 to 2020
REVENUES						
Dept 51.570 - CAPITAL IMPROVEMENT						
CONTRIBUTIONS AND DONATIONS						
40-51.570-4700	CONTRIBUTIONS/DONATIONS	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-4702	DEVELOPER DONATIONS	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-4725	GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-4726	PLAYCORE/GAMETIME REVEN	$0.00	$0.00	$0.00	$0.00	$0.00
CONTRIBUTIONS AND DONATIONS		$0.00	$0.00	$0.00	$0.00	$0.00
OTHER INCOME						
40-51.570-4801	INTEREST - INVESTMENTS	$2,002.14	($1,724.95)	($3,727.09)	$8,870.70	($10,595.65)
40-51.570-4807	INS CLAIMS REIMBURSEMENT	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-4811	PROCEEDS FROM BONDS	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-4815	MISCELLANEOUS REVENUE	$0.00	$0.00	$0.00	$22,372.00	($22,372.00)
OTHER INCOME		$2,002.14	($1,724.95)	($3,727.09)	$31,242.70	($32,967.65)
INTERFUND TRANSFERS						
40-51.570-4910	TRANSFER FROM CORPORATE	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-4920	TRANSFER FROM REC PROG F	$0.00	$0.00	$0.00	$0.00	$0.00
INTERFUND TRANSFERS		$0.00	$0.00	$0.00	$0.00	$0.00
Dept 52.572 - DUNBAR RECREATION CENTER						
CONTRIBUTIONS AND DONATIONS						
40-52.572-4725	GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00
CONTRIBUTIONS AND DONATIONS		$0.00	$0.00	$0.00	$0.00	$0.00
OTHER INCOME						
40-52.572-4801	INTEREST ON INVESTMENTS	$2,111.83	$0.00	($2,111.83)	($7,772.56)	$7,772.56
40-52.572-4811	PROCEEDS FROM BONDS	$0.00	$0.00	$0.00	$0.00	$0.00
40-52.572-4812	PROCEEDS BOND PREMIUM	$0.00	$0.00	$0.00	$0.00	$0.00
OTHER INCOME		$2,111.83	$0.00	($2,111.83)	($7,772.56)	$7,772.56
REVENUE TOTAL		$4,113.97	($1,724.95)	($5,838.92)	$23,470.14	($25,195.09)
EXPENDITURES						
Dept 51.570 - CAPITAL IMPROVEMENT						
CONTRACTED SERVICES						

Mundelein Park and Recreation District
Monthly Financial Report
Recreation Fund - CAPITAL

RECREATION FUND CAPITAL PERIOD ENDING 11/30/20		Monthly Actual-to-Budget Comparison				
		2020 NOV Budget	2020 NOV Actual	Actual to Budget	2019 NOV Actual	Change in Actual 2019 to 2020
40-51.570-5210	PROFESSIONAL SERVICES	$10,000.00	($7,590.80)	$17,590.80	$0.00	$7,590.80
CONTRACTED SERVICES		$10,000.00	($7,590.80)	$17,590.80	$0.00	$7,590.80
OPERATING SUPPLIES/EXPENSES						
40-51.570-5342	BANK/CREDIT CARD FEES	$0.00	$0.00	$0.00	$641.90	$641.90
OPERATING SUPPLIES/EXPENSES		$0.00	$0.00	$0.00	$641.90	$641.90
CAPITAL EXPENSES						
40-51.570-5810	CAPITAL EQUIPMENT	$0.00	$6,875.00	($6,875.00)	$0.00	($6,875.00)
40-51.570-5812	CAPITAL FURNITURE/FIXTURE	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-5815	CAPITAL ATHLETIC COURTS	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-5820	CAPITAL VEHICLES	$0.00	$8,231.34	($8,231.34)	$1,712.27	($6,519.07)
40-51.570-5830	CAP IMPRVMNTS BLDG	$0.00	$0.00	$0.00	$4,879.92	$4,879.92
40-51.570-5835	CAP IMPRVMNTS LAND	$150,000.00	$20,173.43	$129,826.57	$126,796.41	$106,622.98
40-51.570-5840	CAP IMPRVMNTS WLKWYS	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-5841	CAPITAL IMPRVMNTS WALKW	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-5850	CAP IMPRVMNTS RDWYS	$0.00	$0.00	$0.00	$9,545.00	$9,545.00
CAPITAL EXPENSES		$150,000.00	$35,279.77	$114,720.23	$142,933.60	$107,653.83
Dept 52.572 - DUNBAR RECREATION CENTER						
OPERATING SUPPLIES/EXPENSES						
40-52.572-5342	BANK/CREDIT CARD FEES	$0.00	$0.00	$0.00	($365.43)	($365.43)
OPERATING SUPPLIES/EXPENSES		$0.00	$0.00	$0.00	($365.43)	($365.43)
DEBT EXPENSE						
40-52.572-5691	DEBT ISSUANCE FEES	$0.00	$0.00	$0.00	$0.00	$0.00
DEBT EXPENSE		$0.00	$0.00	$0.00	$0.00	$0.00
CAPITAL EXPENSES						
40-52.572-5830	CAPITAL IMPROVEMENTS BUI	$0.00	$0.00	$0.00	$0.00	$0.00
CAPITAL EXPENSES		$0.00	$0.00	$0.00	$0.00	$0.00
EXPENDITURE TOTAL		$160,000.00	$27,688.97	$132,311.03	$143,210.07	$115,521.10
CAPITAL TOTALS		**($155,886.03)**	**($29,413.92)**	**$126,472.11**	**($119,739.93)**	**$90,326.01**

Mundelein Park and Recreation District
Monthly Financial Report
All Funds

ALL FUNDS PERIOD ENDING 11/30/2(	Year-to-Date Actual-to-Budget Comparison				
	2020 Budget YTD	2020 Actual YTD	Actual to Budget YTD	2019 Actual YTD	Change in Actual 2019 to 2020
General Fund					
Rev	$4,772,382.61	$4,551,335.80	($221,046.81)	$4,566,028.60	($14,692.80)
Exp	$5,243,165.89	$4,649,631.85	$593,534.04	$4,153,730.73	($495,901.12)
General Fund Total	($470,783.28)	($98,296.05)	$372,487.23	$412,297.87	($510,593.92)
Recreation Fund					
Rev	$4,686,309.92	$2,961,051.75	($1,725,258.17)	$4,405,512.03	($1,444,460.28)
Exp	$4,641,384.36	$3,128,184.61	$1,513,199.75	$4,155,740.50	$1,027,555.89
Recreation Fund Total	$44,925.56	($167,132.86)	($212,058.42)	$249,771.53	($416,904.39)
Debt Service Fund					
Rev	$503,213.03	$483,468.14	($19,744.89)	$508,168.43	($24,700.29)
Exp	$501,850.00	$501,775.00	$75.00	$504,775.00	$3,000.00
Debt Service Fund Total	$1,363.03	($18,306.86)	($19,669.89)	$3,393.43	($21,700.29)
Capital Fund					
Rev	$2,550,583.86	$1,018,865.60	($1,531,718.26)	$450,205.30	$568,660.30
Exp	$2,511,375.00	$565,365.93	$1,946,009.07	$1,022,896.37	$457,530.44
Capital Fund Total	$39,208.86	$453,499.67	$414,290.81	($572,691.07)	$1,026,190.74
Grand Total	**($385,285.83)**	**$169,763.90**	**$555,049.73**	**$92,771.76**	**$76,992.14**

Mundelein Park and Recreation District
Monthly Financial Report - Corporate Fund

CORPORATE FUND OVERVIEW PERIOD ENDING 11/30/20	Year-to-Date Actual-to-Budget Comparison				
	2020 Budget YTD	2020 Actual YTD	Actual to Budget YTD	2019 Actual YTD	Change in Actual 2019 to 2020
Administration					
Rev	$2,456,540.71	$2,427,380.95	($29,159.76)	$2,468,100.68	($40,719.73)
Exp	$1,818,212.02	$1,752,454.08	$65,757.94	$1,133,205.01	($619,249.07)
Administration Total	$638,328.69	$674,926.87	$36,598.18	$1,334,895.67	($659,968.80)
Parks					
Rev	$167,360.98	$163,304.46	($4,056.52)	$156,329.32	$6,975.14
Exp	$1,458,458.83	$1,237,019.67	$221,439.16	$1,271,426.12	$34,406.45
Parks Total	($1,291,097.85)	($1,073,715.21)	$217,382.64	($1,115,096.80)	$41,381.59
Golf					
Rev	$1,577,494.60	$1,416,757.86	($160,736.74)	$1,398,599.54	$18,158.32
Exp	$1,447,238.12	$1,224,771.78	$222,466.34	$1,309,111.15	$84,339.37
Golf Total	$130,256.48	$191,986.08	$61,729.60	$89,488.39	$102,497.69
Special Recreation					
Rev	$299,713.31	$286,642.88	($13,070.43)	$273,940.81	$12,702.07
Exp	$227,413.31	$166,892.30	$60,521.01	$180,045.80	$13,153.50
Special Recreation Total	$72,300.00	$119,750.58	$47,450.58	$93,895.01	$25,855.57
Museum					
Rev	$994.72	$15,312.33	$14,317.61	$988.71	$14,323.62
Exp	$22,889.79	$38,115.00	($15,225.21)	$12,169.62	($25,945.38)
Museum Totals	($21,895.07)	($22,802.67)	($907.60)	($11,180.91)	($11,621.76)
Police					
Rev	$55,476.64	$52,857.57	($2,619.07)	$54,967.28	($2,109.71)
Exp	$68,132.84	$65,740.04	$2,392.80	$63,270.04	($2,470.00)
Police Totals	($12,656.20)	($12,882.47)	($226.27)	($8,302.76)	($4,579.71)
Risk Management					
Rev	$198,853.50	$173,927.65	($24,925.85)	$197,312.25	($23,384.60)
Exp	$185,320.98	$149,138.98	$36,182.00	$169,302.99	$20,164.01
Risk Mgmt. Totals	$13,532.52	$24,788.67	$11,256.15	$28,009.26	($3,220.59)
Audit					
Rev	$15,948.15	$15,152.10	($796.05)	$15,790.01	($637.91)
Exp	$15,500.00	$15,500.00	$0.00	$15,200.00	($300.00)
Audit Totals	$448.15	($347.90)	($796.05)	$590.01	($937.91)
Corporate Fund Total	**($470,783.28)**	**($98,296.05)**	**$372,487.23**	**$412,297.87**	**($510,593.92)**

Mundelein Park and Recreation District
Monthly Financial Report
Recreation Fund - Overview

RECREATION FUND OVERVIEW PERIOD ENDING 11/30/20	Year-to-Date Actual-to-Budget Comparison				
	2020 Budget YTD	2020 Actual YTD	Actual to Budget YTD	2019 Actual YTD	Change in Actual 2019 to 2020
Administration					
Rev	$1,328,007.82	$1,263,683.81	($64,324.01)	$1,297,951.17	($34,267.36)
Exp	$1,218,193.12	$1,118,154.19	$100,038.93	$1,194,935.18	$76,780.99
Administration Total	$109,814.70	$145,529.62	$35,714.92	$103,015.99	$42,513.63
Preschool					
Rev	$90,225.50	$58,562.71	($31,662.79)	$85,280.93	($26,718.22)
Exp	$71,733.45	$48,089.90	$23,643.55	$58,636.17	$10,546.27
Preschool Total	$18,492.05	$10,472.81	($8,019.24)	$26,644.76	($16,171.95)
Athletics					
Rev	$162,130.99	$86,004.72	($76,126.27)	$125,702.04	($39,697.32)
Exp	$156,768.16	$89,585.48	$67,182.68	$110,164.27	$20,578.79
Athletics Total	$5,362.83	($3,580.76)	($8,943.59)	$15,537.77	($19,118.53)
Regent Center					
Rev	$94,415.34	$29,818.69	($64,596.65)	$65,774.61	($35,955.92)
Exp	$159,369.64	$102,772.00	$56,597.64	$115,641.03	$12,869.03
Regent Center Total	($64,954.30)	($72,953.31)	($7,999.01)	($49,866.42)	($23,086.89)
Big & Little					
Rev	$552,307.07	$469,922.07	($82,385.00)	$525,527.83	($55,605.76)
Exp	$526,913.82	$443,693.33	$83,220.49	$494,807.18	$51,113.85
Big & Little Totals	$25,393.25	$26,228.74	$835.49	$30,720.65	($4,491.91)
Fitness					
Rev	$658,576.27	$361,095.97	($297,480.30)	$627,206.53	($266,110.56)
Exp	$692,340.94	$436,797.20	$255,543.74	$621,196.29	$184,399.09
Fitness Total	($33,764.67)	($75,701.23)	($41,936.56)	$6,010.24	($81,711.47)
Aquatics					
Rev	$765,128.44	$97,993.38	($667,135.06)	$716,679.55	($618,686.17)
Exp	$927,344.94	$220,266.09	$707,078.85	$839,787.97	$619,521.88
Aquatics Total	($162,216.50)	($122,272.71)	$39,943.79	($123,108.42)	$835.71

Mundelein Park and Recreation District
Monthly Financial Report
Recreation Fund - Overview

RECREATION FUND OVERVIEW PERIOD ENDING 11/30/20	Year-to-Date Actual-to-Budget Comparison				
	2020 Budget YTD	2020 Actual YTD	Actual to Budget YTD	2019 Actual YTD	Change in Actual 2019 to 2020
Rec Connect/Camp					
Rev	$718,495.31	$402,392.11	($316,103.20)	$691,319.94	($288,927.83)
Exp	$519,296.47	$398,495.84	$120,800.63	$415,449.24	$16,953.40
Rec Connect/Camp Total	$199,198.84	$3,896.27	($195,302.57)	$275,870.70	($271,974.43)
Indoor Pool					
Rev	$159,463.39	$81,911.85	($77,551.54)	$128,970.71	($47,058.86)
Exp	$224,406.84	$155,833.66	$68,573.18	$192,362.05	$36,528.39
Indoor Pool Totals	($64,943.45)	($73,921.81)	($8,978.36)	($63,391.34)	($10,530.47)
Dance					
Rev	$108,097.49	$90,986.34	($17,111.15)	$118,433.26	($27,446.92)
Exp	$94,708.94	$93,303.98	$1,404.96	$94,705.82	$1,401.84
Dance Total	$13,388.55	($2,317.64)	($15,706.19)	$23,727.44	($26,045.08)
Cultural Arts					
Rev	$49,462.30	$18,680.10	($30,782.20)	$22,665.46	($3,985.36)
Exp	$50,308.04	$21,192.94	$29,115.10	$18,055.30	($3,137.64)
Cultural Arts Total	($845.74)	($2,512.84)	($1,667.10)	$4,610.16	($7,123.00)
Recreation Fund Total	**$44,925.56**	**($167,132.86)**	**($212,058.42)**	**$249,771.53**	**($416,904.39)**

Mundelein Park and Recreation District
Monthly Financial Report
DEBT SERVICE

DEBT SERVICE PERIOD ENDING 11/30/20		Year-to-Date Actual-to-Budget Comparison 2020 Budget YTD	2020 Actual YTD	Actual to Budget YTD	2019 Actual YTD	Change in Actual 2019 to 2020
REVENUES						
Dept 41.560 - DEBT SERVICE						
TAX REVENUE						
30-41.560-4001	REAL ESTATE TAXES	$499,376.51	$482,647.18	($16,729.33)	$503,536.10	($20,888.92)
TAX REVENUE		$499,376.51	$482,647.18	($16,729.33)	$503,536.10	($20,888.92)
OTHER INCOME						
30-41.560-4801	INTEREST - INVESTMENTS	$3,836.52	$820.96	($3,015.56)	$4,632.33	($3,811.37)
OTHER INCOME		$3,836.52	$820.96	($3,015.56)	$4,632.33	($3,811.37)
REVENUE TOTAL		$503,213.03	$483,468.14	($19,744.89)	$508,168.43	($24,700.29)
EXPENDITURES						
Dept 41.560 - DEBT SERVICE						
OPERATING SUPPLIES/EXPENSES						
30-41.560-5391	PROPERTY TAX REFUND	$0.00	$0.00	$0.00	$0.00	$0.00
OPERATING SUPPLIES/EXPENSES		$0.00	$0.00	$0.00	$0.00	$0.00
DEBT EXPENSE						
30-41.560-5611	PRINCIPLE BONDS	$405,000.00	$405,000.00	$0.00	$400,000.00	($5,000.00)
30-41.560-5612	PRINCIPLE CAPITAL LEASE	$0.00	$0.00	$0.00	$0.00	$0.00
30-41.560-5621	INTEREST BONDS	$96,300.00	$96,300.00	$0.00	$104,300.00	$8,000.00
30-41.560-5690	DEBT SERVICE FEES	$550.00	$475.00	$75.00	$475.00	$0.00
DEBT EXPENSE		$501,850.00	$501,775.00	$75.00	$504,775.00	$3,000.00
EXPENDITURE TOTAL		$501,850.00	$501,775.00	$75.00	$504,775.00	$3,000.00
DEBT SERVICE TOTALS		**$1,363.03**	**($18,306.86)**	**($19,669.89)**	**$3,393.43**	**($21,700.29)**

Mundelein Park and Recreation District
Monthly Financial Report
Recreation Fund - CAPITAL

RECREATION FUND CAPITAL PERIOD ENDING 11/30/20		Year-to-Date Actual-to-Budget Comparison 2020 Budget YTD	2020 Actual YTD	Actual to Budget YTD	2019 Actual YTD	Change in Actual 2019 to 2020
REVENUES						
Dept 51.570 - CAPITAL IMPROVEMENT						
CONTRIBUTIONS AND DONATIONS						
40-51.570-4700	CONTRIBUTIONS/DONATIONS	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-4702	DEVELOPER DONATIONS	$35,000.00	$35,711.00	$711.00	$10,764.00	$24,947.00
40-51.570-4725	GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-4726	PLAYCORE/GAMETIME REVEN	$0.00	$0.00	$0.00	$0.00	$0.00
CONTRIBUTIONS AND DONATIONS		$35,000.00	$35,711.00	$711.00	$10,764.00	$24,947.00
OTHER INCOME						
40-51.570-4801	INTEREST - INVESTMENTS	$9,225.03	$1,821.60	($7,403.43)	$17,069.30	($15,247.70)
40-51.570-4807	INS CLAIMS REIMBURSEMENT	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-4811	PROCEEDS FROM BONDS	$1,500,000.00	$0.00	($1,500,000.00)	$0.00	$0.00
40-51.570-4815	MISCELLANEOUS REVENUE	$0.00	$1,333.00	$1,333.00	$22,372.00	($21,039.00)
OTHER INCOME		$1,509,225.03	$3,154.60	($1,506,070.43)	$39,441.30	($36,286.70)
INTERFUND TRANSFERS						
40-51.570-4910	TRANSFER FROM CORPORATE	$900,000.00	$900,000.00	$0.00	$300,000.00	$600,000.00
40-51.570-4920	TRANSFER FROM REC PROG F	$100,000.00	$80,000.00	($20,000.00)	$100,000.00	($20,000.00)
INTERFUND TRANSFERS		$1,000,000.00	$980,000.00	($20,000.00)	$400,000.00	$580,000.00
Dept 52.572 - DUNBAR RECREATION CENTER						
CONTRIBUTIONS AND DONATIONS						
40-52.572-4725	GRANTS	$0.00	$0.00	$0.00	$0.00	$0.00
CONTRIBUTIONS AND DONATIONS		$0.00	$0.00	$0.00	$0.00	$0.00
OTHER INCOME						
40-52.572-4801	INTEREST ON INVESTMENTS	$6,358.83	$0.00	($6,358.83)	$0.00	$0.00
40-52.572-4811	PROCEEDS FROM BONDS	$0.00	$0.00	$0.00	$0.00	$0.00
40-52.572-4812	PROCEEDS BOND PREMIUM	$0.00	$0.00	$0.00	$0.00	$0.00
OTHER INCOME		$6,358.83	$0.00	($6,358.83)	$0.00	$0.00
REVENUE TOTAL		$2,550,583.86	$1,018,865.60	($1,531,718.26)	$450,205.30	$568,660.30
EXPENDITURES						
Dept 51.570 - CAPITAL IMPROVEMENT						
CONTRACTED SERVICES						

Mundelein Park and Recreation District
Monthly Financial Report
Recreation Fund - CAPITAL

RECREATION FUND CAPITAL PERIOD ENDING 11/30/20		Year-to-Date Actual-to-Budget Comparison				
		2020 Budget YTD	2020 Actual YTD	Actual to Budget YTD	2019 Actual YTD	Change in Actual 2019 to 2020
40-51.570-5210	PROFESSIONAL SERVICES	$66,000.00	$26,207.00	$39,793.00	$0.00	($26,207.00)
CONTRACTED SERVICES		$66,000.00	$26,207.00	$39,793.00	$0.00	($26,207.00)
OPERATING SUPPLIES/EXPENSES						
40-51.570-5342	BANK/CREDIT CARD FEES	$0.00	$0.00	$0.00	$641.90	$641.90
OPERATING SUPPLIES/EXPENSES		$0.00	$0.00	$0.00	$641.90	$641.90
CAPITAL EXPENSES						
40-51.570-5810	CAPITAL EQUIPMENT	$178,375.00	$89,032.90	$89,342.10	$153,967.28	$64,934.38
40-51.570-5812	CAPITAL FURNITURE/FIXTURE	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-5815	CAPITAL ATHLETIC COURTS	$70,000.00	$1,034.50	$68,965.50	$35,625.05	$34,590.55
40-51.570-5820	CAPITAL VEHICLES	$79,000.00	$72,825.77	$6,174.23	$51,274.06	($21,551.71)
40-51.570-5830	CAP IMPRVMNTS BLDG	$187,000.00	$15,559.00	$171,441.00	$172,953.37	$157,394.37
40-51.570-5835	CAP IMPRVMNTS LAND	$1,921,000.00	$360,706.76	$1,560,293.24	$583,567.21	$222,860.45
40-51.570-5840	CAP IMPRVMNTS WLKWYS	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-5841	CAPITAL IMPRVMNTS WALKW	$0.00	$0.00	$0.00	$0.00	$0.00
40-51.570-5850	CAP IMPRVMNTS RDWYS	$10,000.00	$0.00	$10,000.00	$9,545.00	$9,545.00
CAPITAL EXPENSES		$2,445,375.00	$539,158.93	$1,906,216.07	$1,006,931.97	$467,773.04
Dept 52.572 - DUNBAR RECREATION CENTER						
OPERATING SUPPLIES/EXPENSES						
40-52.572-5342	BANK/CREDIT CARD FEES	$0.00	$0.00	$0.00	$0.00	$0.00
OPERATING SUPPLIES/EXPENSES		$0.00	$0.00	$0.00	$0.00	$0.00
DEBT EXPENSE						
40-52.572-5691	DEBT ISSUANCE FEES	$0.00	$0.00	$0.00	$0.00	$0.00
DEBT EXPENSE		$0.00	$0.00	$0.00	$0.00	$0.00
CAPITAL EXPENSES						
40-52.572-5830	CAPITAL IMPROVEMENTS BUI	$0.00	$0.00	$0.00	$15,322.50	$15,322.50
CAPITAL EXPENSES		$0.00	$0.00	$0.00	$15,322.50	$15,322.50
EXPENDITURE TOTAL		$2,511,375.00	$565,365.93	$1,946,009.07	$1,022,896.37	$457,530.44
CAPITAL TOTALS		**$39,208.86**	**$453,499.67**	**$414,290.81**	**($572,691.07)**	**$1,026,190.74**

Mundelein Park and Recreation District
Monthly Financial Report
All Funds

ALL FUNDS PERIOD ENDING 11/30/2(	Year End Projections		
	2020 Budget	Projected Year End	Projected to Budget
General Fund			
Rev	$4,876,146.00	*$4,756,762.05*	*($119,383.95)*
Exp	$5,693,323.96	*$5,134,113.46*	*$559,210.50*
General Fund Total	($817,177.96)	*($377,351.41)*	*$439,826.55*
Recreation Fund			
Rev	$5,012,185.00	*$3,397,360.44*	*($1,614,824.56)*
Exp	$5,039,929.00	*$3,410,683.20*	*$1,629,245.80*
Recreation Fund Total	($27,744.00)	*($13,322.76)*	*$14,421.24*
Debt Service Fund			
Rev	$505,000.00	*$497,049.89*	*($7,950.11)*
Exp	$501,850.00	*$501,775.00*	*$75.00*
Debt Service Fund Total	$3,150.00	*($4,725.11)*	*($7,875.11)*
Capital Fund			
Rev	$2,952,000.00	*$1,019,516.77*	*($1,932,483.23)*
Exp	$2,511,375.00	*$819,450.93*	*$1,691,924.07*
Capital Fund Total	$440,625.00	*$200,065.84*	*($240,559.16)*
Grand Total	**($401,146.96)**	***($195,333.44)***	***$205,813.52***

Mundelein Park and Recreation District
Monthly Financial Report - Corporate Fund

CORPORATE FUND OVERVIEW PERIOD ENDING 11/30/20	Year End Projections			Comments
	2020 Budget	Projected Year End	Projected to Budget	
Administration				
Rev	$2,532,100.00	*$2,606,582.53*	*$74,482.53*	Includes recent Lake County CARES ACT grant
Exp	$1,922,972.96	*$1,860,934.19*	*$62,038.77*	Positive with a month of cross over in Exec. Direc. Payroll expenses.
Administration Total	$609,127.04	*$745,648.34*	*$136,521.30*	
Parks				
Rev	$178,500.00	*$166,846.36*	*($11,653.64)*	Less Boat Launch keys sold and shelters rented than forecasted.
Exp	$1,628,277.00	*$1,385,662.16*	*$242,614.84*	Less than expected expenses in wages, training, vehicle maintenance, fuel,
Parks Total	($1,449,777.00)	*($1,218,815.80)*	*$230,961.20*	tool purchases, equipment rental, projects and roadway maintenance.
Golf				
Rev	$1,592,256.00	*$1,424,577.47*	*($167,678.53)*	Loss of revenue due to COVID-19 Guidelines
Exp	$1,538,494.00	*$1,324,899.16*	*$213,594.84*	Reduced personnel due to vacancies and/or full--time filling shifts
Golf Total	$53,762.00	*$99,678.31*	*$45,916.31*	
Special Recreation				
Rev	$300,790.00	*$294,689.34*	*($6,100.66)*	
Exp	$295,290.00	*$275,821.03*	*$19,468.97*	
Special Recreation Total	$5,500.00	*$18,868.31*	*$13,368.31*	
Museum				
Rev	$1,000.00	*$15,339.05*	*$14,339.05*	
Exp	$24,170.00	*$40,845.21*	*($16,675.21)*	Painting the museum authorized based on funds being transferred.
Museum Totals	($23,170.00)	*($25,506.16)*	*($2,336.16)*	
Police				
Rev	$56,000.00	*$54,341.20*	*($1,658.80)*	
Exp	$68,525.00	*$66,132.20*	*$2,392.80*	
Police Totals	($12,525.00)	*($11,791.00)*	*$734.00*	
Risk Management				
Rev	$199,500.00	*$178,808.72*	*($20,691.28)*	
Exp	$200,095.00	*$164,319.51*	*$35,775.49*	Anticipating limited unemployment insurance expense.
Risk Mgmt. Totals	($595.00)	*$14,489.21*	*$15,084.21*	
Audit				
Rev	$16,000.00	*$15,577.38*	*($422.62)*	Unsure about receiving full amount of tax receipts.
Exp	$15,500.00	*$15,500.00*	*$0.00*	
Audit Totals	$500.00	*$77.38*	*($422.62)*	
Corporate Fund Total	**($817,177.96)**	***($377,351.41)***	***$439,826.55***	

Mundelein Park and Recreation District
Monthly Financial Report
Recreation Fund - Overview

RECREATION FUND OVERVIEW PERIOD ENDING 11/30/20	Year End Projections 2020 Budget	Projected Year End	Projected to Budget	Comments
Administration				
Rev	$1,348,150.00	*$1,337,730.11*	*($10,419.89)*	Expect to be on favorable for the year. Cut all non-essential expenses
Exp	$1,326,146.00	*$1,221,890.63*	*$104,255.37*	to offset the loss of revenues. Receipt of grant assistance in December.
Administration Total	$22,004.00	*$115,839.48*	*$93,835.48*	
Preschool				
Rev	$97,750.00	*$64,824.59*	*($32,925.41)*	Expect to be unfavorable for the year.
Exp	$79,825.00	*$53,546.50*	*$26,278.51*	Combined classrooms to maximize revenue while cutting staffing expense.
Preschool Total	$17,925.00	*$11,278.10*	*($6,646.90)*	Just wasn't enough to catch up to budget margin.
Athletics				
Rev	$175,211.00	*$92,441.08*	*($82,769.92)*	Expect to be unfavorable for the year. COVID restrictions and guidelines
Exp	$182,002.00	*$102,950.85*	*$79,051.15*	have resulted in lower enrollments and reduced revenue.
Athletics Total	($6,791.00)	*($10,509.77)*	*($3,718.77)*	Delaying basketball will result in revenue deferring to to 2021.
Regent Center				
Rev	$178,450.00	*$106,422.41*	*($72,027.59)*	Expect to be unfavorable for the year.
Exp	$177,835.00	*$113,560.55*	*$64,274.46*	Center closed March-Oct. Minimal program revenue. No rental revenue.
Regent Center Total	$615.00	*($7,138.13)*	*($7,753.13)*	
Big & Little				
Rev	$598,500.00	*$497,872.55*	*($100,627.45)*	Expect to be unfavorable for the year. Grant assitance aided revenue
Exp	$587,360.00	*$488,006.78*	*$99,353.23*	recovery.
Big & Little Totals	$11,140.00	*$9,865.78*	*($1,274.22)*	
Fitness				
Rev	$728,966.00	*$389,984.04*	*($338,981.96)*	Expect to be unfavorable for the year.
Exp	$777,749.00	*$478,217.21*	*$299,531.79*	Mitigations of the fall and second wave of COVID concerns have stalled
Fitness Total	($48,783.00)	*($88,233.17)*	*($39,450.17)*	membership growth.
Aquatics				
Rev	$768,900.00	*$99,042.81*	*($669,857.19)*	Expect to be favorable for the year. Beach and Spray park revenue was
Exp	$947,545.00	*$233,372.12*	*$714,172.88*	much higher than budget. Did not have the Bay expenses.
Aquatics Total	($178,645.00)	*($134,329.31)*	*$44,315.69*	

Mundelein Park and Recreation District
Monthly Financial Report
Recreation Fund - Overview

RECREATION FUND OVERVIEW PERIOD ENDING 11/30/20	Year End Projections			Comments
	2020 Budget	Projected Year End	Projected to Budget	
Rec Connect/Camp				
Rev	$771,600.00	*$599,529.79*	*($172,070.21)*	Expect to be unfavorable for the year. Rec Connection didn't run after
Exp	$551,664.00	*$428,496.35*	*$123,167.66*	March 2020. Summer camp was 50% capacity. E-Learning program created
Rec Connect/Camp Total	$219,936.00	*$171,033.45*	*($48,902.55)*	for need for child care assistance.
Indoor Pool				
Rev	$170,898.00	*$89,161.02*	*($81,736.98)*	Expect to be favorable for the year. Lesson have performed well.
Exp	$252,610.00	*$171,073.63*	*$81,536.38*	Staff controlled Q4 expenses well. Found additional revenue by
Indoor Pool Totals	($81,712.00)	*($81,912.60)*	*($200.60)*	Renting out pool to swim clubs.
Dance				
Rev	$121,260.00	*$100,066.83*	*($21,193.17)*	Expect to be unfavorable. Revenues were lost in ticket sales for recital,
Exp	$101,770.00	*$96,379.10*	*$5,390.90*	competition fees and private lessons. Fall enrollment was low due to
Dance Total	$19,490.00	*$3,687.73*	*($15,802.27)*	COVID.
Cultural Arts				
Rev	$52,500.00	*$20,285.19*	*($32,214.81)*	Expect to be favorable. Eliminated expenses but cutting supplies and
Exp	$55,423.00	*$23,189.51*	*$32,233.49*	reducing contractual programs. Supervisor will taught the majority of the
Cultural Arts Total	($2,923.00)	*($2,904.32)*	*$18.68*	classes in Q4.
Recreation Fund Total	**($27,744.00)**	***($13,322.76)***	***$14,421.24***	

Mundelein Park and Recreation District
Monthly Financial Report
DEBT SERVICE

DEBT SERVICE PERIOD ENDING 11/30/20		Remaining Monthly Projections Sep	Oct	Nov	Dec
REVENUES					
Dept 41.560 - DEBT SERVICE					
TAX REVENUE					
30-41.560-4001	REAL ESTATE TAXES	*$0.00*	*$17,855.68*	*$9,939.72*	*$13,546.75*
TAX REVENUE		*$0.00*	*$17,855.68*	*$9,939.72*	*$13,546.75*
OTHER INCOME					
30-41.560-4801	INTEREST - INVESTMENTS	*$35.00*	*$35.00*	*$35.00*	*$35.00*
OTHER INCOME		*$35.00*	*$35.00*	*$35.00*	*$35.00*
REVENUE TOTAL		*$35.00*	*$17,890.68*	*$9,974.72*	*$13,581.75*
EXPENDITURES					
Dept 41.560 - DEBT SERVICE					
OPERATING SUPPLIES/EXPENSES					
30-41.560-5391	PROPERTY TAX REFUND	*$0.00*	*$0.00*	*$0.00*	*$0.00*
OPERATING SUPPLIES/EXPENSES		*$0.00*	*$0.00*	*$0.00*	*$0.00*
DEBT EXPENSE					
30-41.560-5611	PRINCIPLE BONDS	*$0.00*	*$0.00*	*$405,000.00*	*$0.00*
30-41.560-5612	PRINCIPLE CAPITAL LEASE	*$0.00*	*$0.00*	*$0.00*	*$0.00*
30-41.560-5621	INTEREST BONDS	*$0.00*	*$0.00*	*$48,150.00*	*$0.00*
30-41.560-5690	DEBT SERVICE FEES	*$0.00*	*$0.00*	*$0.00*	*$0.00*
DEBT EXPENSE		*$0.00*	*$0.00*	*$453,150.00*	*$0.00*
EXPENDITURE TOTAL		*$0.00*	*$0.00*	*$453,150.00*	*$0.00*
DEBT SERVICE TOTALS		***$35.00***	***$17,890.68***	***($443,175.28)***	***$13,581.75***

Mundelein Park and Recreation District
Monthly Financial Report
DEBT SERVICE

DEBT SERVICE PERIOD ENDING 11/30/20		Year End Projections 2020 Budget	 Projected Year End	 Projected to Budget
REVENUES				
Dept 41.560 - DEBT SERVICE				
TAX REVENUE				
30-41.560-4001	REAL ESTATE TAXES	$501,000.00	*$496,193.93*	*($4,806.07)*
TAX REVENUE		$501,000.00	*$496,193.93*	*($4,806.07)*
OTHER INCOME				
30-41.560-4801	INTEREST - INVESTMENTS	$4,000.00	*$855.96*	*($3,144.04)*
OTHER INCOME		$4,000.00	*$855.96*	*($3,144.04)*
REVENUE TOTAL		$505,000.00	*$497,049.89*	*($7,950.11)*
EXPENDITURES				
Dept 41.560 - DEBT SERVICE				
OPERATING SUPPLIES/EXPENSES				
30-41.560-5391	PROPERTY TAX REFUND	$0.00	*$0.00*	*$0.00*
OPERATING SUPPLIES/EXPENSES		$0.00	*$0.00*	*$0.00*
DEBT EXPENSE				
30-41.560-5611	PRINCIPLE BONDS	$405,000.00	*$405,000.00*	*$0.00*
30-41.560-5612	PRINCIPLE CAPITAL LEASE	$0.00	*$0.00*	*$0.00*
30-41.560-5621	INTEREST BONDS	$96,300.00	*$96,300.00*	*$0.00*
30-41.560-5690	DEBT SERVICE FEES	$550.00	*$475.00*	*$75.00*
DEBT EXPENSE		$501,850.00	*$501,775.00*	*$75.00*
EXPENDITURE TOTAL		$501,850.00	*$501,775.00*	*$75.00*
DEBT SERVICE TOTALS		**$3,150.00**	***($4,725.11)***	***($7,875.11)***

Mundelein Park and Recreation District
Monthly Financial Report
Recreation Fund - CAPITAL

RECREATION FUND CAPITAL PERIOD ENDING 11/30/20		Remaining Monthly Projections Sep	Oct	Nov	Dec
REVENUES					
Dept 51.570 - CAPITAL IMPROVEMENT					
CONTRIBUTIONS AND DONATIONS					
40-51.570-4700	CONTRIBUTIONS/DONATIONS	*$0.00*	*$0.00*	*$0.00*	*$0.00*
40-51.570-4702	DEVELOPER DONATIONS	*$0.00*	*$0.00*	*$0.00*	*$0.00*
40-51.570-4725	GRANTS	*$0.00*	*$0.00*	*$0.00*	*$0.00*
40-51.570-4726	PLAYCORE/GAMETIME REVEN	*$0.00*	*$0.00*	*$0.00*	*$0.00*
CONTRIBUTIONS AND DONATIONS		*$0.00*	*$0.00*	*$0.00*	*$0.00*
OTHER INCOME					
40-51.570-4801	INTEREST - INVESTMENTS	*$10.00*	*$10.00*	*$10.00*	*$10.00*
40-51.570-4807	INS CLAIMS REIMBURSEMENT	*$0.00*	*$0.00*	*$0.00*	*$0.00*
40-51.570-4811	PROCEEDS FROM BONDS	*$0.00*	*$0.00*	*$0.00*	*$0.00*
40-51.570-4815	MISCELLANEOUS REVENUE	*$0.00*	*$0.00*	*$0.00*	*$0.00*
OTHER INCOME		*$10.00*	*$10.00*	*$10.00*	*$10.00*
INTERFUND TRANSFERS					
40-51.570-4910	TRANSFER FROM CORPORATE	*$0.00*	*$520,000.00*	*$0.00*	*$0.00*
40-51.570-4920	TRANSFER FROM REC PROG F	*$0.00*	*$80,000.00*	*$0.00*	*$0.00*
INTERFUND TRANSFERS		*$0.00*	*$600,000.00*	*$0.00*	*$0.00*
Dept 52.572 - DUNBAR RECREATION CENTER					
CONTRIBUTIONS AND DONATIONS					
40-52.572-4725	GRANTS	*$0.00*	*$0.00*	*$0.00*	*$0.00*
CONTRIBUTIONS AND DONATIONS		*$0.00*	*$0.00*	*$0.00*	*$0.00*
OTHER INCOME					
40-52.572-4801	INTEREST ON INVESTMENTS	*$445.50*	*$646.81*	*$2,111.83*	*$641.17*
40-52.572-4811	PROCEEDS FROM BONDS	*$0.00*	*$0.00*	*$0.00*	*$0.00*
40-52.572-4812	PROCEEDS BOND PREMIUM	*$0.00*	*$0.00*	*$0.00*	*$0.00*
OTHER INCOME		*$445.50*	*$646.81*	*$2,111.83*	*$641.17*
REVENUE TOTAL		*$455.50*	*$600,656.81*	*$2,121.83*	*$651.17*
EXPENDITURES					
Dept 51.570 - CAPITAL IMPROVEMENT					
CONTRACTED SERVICES					

Mundelein Park and Recreation District
Monthly Financial Report
Recreation Fund - CAPITAL

RECREATION FUND CAPITAL PERIOD ENDING 11/30/20		Remaining Monthly Projections			
		Sep	Oct	Nov	Dec
40-51.570-5210	PROFESSIONAL SERVICES	*$0.00*	*$20,000.00*	*$0.00*	*$34,000.00*
CONTRACTED SERVICES		*$0.00*	*$20,000.00*	*$0.00*	*$34,000.00*
OPERATING SUPPLIES/EXPENSES					
40-51.570-5342	BANK/CREDIT CARD FEES	*$0.00*	*$0.00*	*$0.00*	*$0.00*
OPERATING SUPPLIES/EXPENSES		*$0.00*	*$0.00*	*$0.00*	*$0.00*
CAPITAL EXPENSES					
40-51.570-5810	CAPITAL EQUIPMENT	*$0.00*	*$0.00*	*$5,000.00*	*$5,000.00*
40-51.570-5812	CAPITAL FURNITURE/FIXTURE	*$0.00*	*$0.00*	*$0.00*	*$0.00*
40-51.570-5815	CAPITAL ATHLETIC COURTS	*$0.00*	*$0.00*	*$0.00*	*$66,800.00*
40-51.570-5820	CAPITAL VEHICLES	*$0.00*	*$63,077.55*	*$0.00*	*$0.00*
40-51.570-5830	CAP IMPRVMNTS BLDG	*$0.00*	*$33,000.00*	*$0.00*	*$21,000.00*
40-51.570-5835	CAP IMPRVMNTS LAND	*$0.00*	*$20,000.00*	*$0.00*	*$124,785.00*
40-51.570-5840	CAP IMPRVMNTS WLKWYS	*$0.00*	*$0.00*	*$0.00*	*$0.00*
40-51.570-5841	CAPITAL IMPRVMNTS WALKW	*$0.00*	*$0.00*	*$0.00*	*$0.00*
40-51.570-5850	CAP IMPRVMNTS RDWYS	*$0.00*	*$0.00*	*$0.00*	*$2,500.00*
CAPITAL EXPENSES		*$0.00*	*$116,077.55*	*$5,000.00*	*$220,085.00*
Dept 52.572 - DUNBAR RECREATION CENTER					
OPERATING SUPPLIES/EXPENSES					
40-52.572-5342	BANK/CREDIT CARD FEES	*$0.00*	*$0.00*	*$0.00*	*$0.00*
OPERATING SUPPLIES/EXPENSES		*$0.00*	*$0.00*	*$0.00*	*$0.00*
DEBT EXPENSE					
40-52.572-5691	DEBT ISSUANCE FEES	*$0.00*	*$0.00*	*$0.00*	*$0.00*
DEBT EXPENSE		*$0.00*	*$0.00*	*$0.00*	*$0.00*
CAPITAL EXPENSES					
40-52.572-5830	CAPITAL IMPROVEMENTS BU	*$0.00*	*$0.00*	*$0.00*	*$0.00*
CAPITAL EXPENSES		*$0.00*	*$0.00*	*$0.00*	*$0.00*
EXPENDITURE TOTAL		*$0.00*	*$136,077.55*	*$5,000.00*	*$254,085.00*
CAPITAL TOTALS		***$455.50***	***$464,579.26***	***($2,878.17)***	**($253,433.83)**

Mundelein Park and Recreation District
Monthly Financial Report
Recreation Fund - CAPITAL

RECREATION FUND CAPITAL PERIOD ENDING 11/30/20		Year End Projections 2020 Budget	 Projected Year End	 Projected to Budget
REVENUES				
Dept 51.570 - CAPITAL IMPROVEMENT				
CONTRIBUTIONS AND DONATIONS				
40-51.570-4700	CONTRIBUTIONS/DONATIONS	$0.00	*$0.00*	$0.00
40-51.570-4702	DEVELOPER DONATIONS	$35,000.00	*$35,711.00*	$711.00
40-51.570-4725	GRANTS	$400,000.00	*$0.00*	($400,000.00)
40-51.570-4726	PLAYCORE/GAMETIME REVEN	$0.00	*$0.00*	$0.00
CONTRIBUTIONS AND DONATIONS		$435,000.00	*$35,711.00*	($399,289.00)
OTHER INCOME				
40-51.570-4801	INTEREST - INVESTMENTS	$10,000.00	*$1,831.60*	($8,168.40)
40-51.570-4807	INS CLAIMS REIMBURSEMENT	$0.00	*$0.00*	$0.00
40-51.570-4811	PROCEEDS FROM BONDS	$1,500,000.00	*$0.00*	($1,500,000.00)
40-51.570-4815	MISCELLANEOUS REVENUE	$0.00	*$1,333.00*	$1,333.00
OTHER INCOME		$1,510,000.00	*$3,164.60*	($1,506,835.40)
INTERFUND TRANSFERS				
40-51.570-4910	TRANSFER FROM CORPORATE	$900,000.00	*$900,000.00*	*$0.00*
40-51.570-4920	TRANSFER FROM REC PROG F	$100,000.00	*$80,000.00*	*($20,000.00)*
INTERFUND TRANSFERS		$1,000,000.00	*$980,000.00*	*($20,000.00)*
Dept 52.572 - DUNBAR RECREATION CENTER				
CONTRIBUTIONS AND DONATIONS				
40-52.572-4725	GRANTS	$0.00	*$0.00*	*$0.00*
CONTRIBUTIONS AND DONATIONS		$0.00	*$0.00*	*$0.00*
OTHER INCOME				
40-52.572-4801	INTEREST ON INVESTMENTS	$7,000.00	*$641.17*	*($6,358.83)*
40-52.572-4811	PROCEEDS FROM BONDS	$0.00	*$0.00*	*$0.00*
40-52.572-4812	PROCEEDS BOND PREMIUM	$0.00	*$0.00*	*$0.00*
OTHER INCOME		$7,000.00	*$641.17*	*($6,358.83)*
REVENUE TOTAL		$2,952,000.00	*$1,019,516.77*	*($1,932,483.23)*
EXPENDITURES				
Dept 51.570 - CAPITAL IMPROVEMENT				
CONTRACTED SERVICES				

Mundelein Park and Recreation District
Monthly Financial Report
Recreation Fund - CAPITAL

RECREATION FUND CAPITAL PERIOD ENDING 11/30/20		Year End Projections 2020 Budget	 Projected Year End	 Projected to Budget
40-51.570-5210	PROFESSIONAL SERVICES	$66,000.00	*$60,207.00*	*$5,793.00*
CONTRACTED SERVICES		$66,000.00	*$60,207.00*	*$5,793.00*
OPERATING SUPPLIES/EXPENSES				
40-51.570-5342	BANK/CREDIT CARD FEES	$0.00	*$0.00*	*$0.00*
OPERATING SUPPLIES/EXPENSES		$0.00	*$0.00*	*$0.00*
CAPITAL EXPENSES				
40-51.570-5810	CAPITAL EQUIPMENT	$178,375.00	*$94,032.90*	*$84,342.10*
40-51.570-5812	CAPITAL FURNITURE/FIXTURE	$0.00	*$0.00*	*$0.00*
40-51.570-5815	CAPITAL ATHLETIC COURTS	$70,000.00	*$67,834.50*	*$2,165.50*
40-51.570-5820	CAPITAL VEHICLES	$79,000.00	*$72,825.77*	*$6,174.23*
40-51.570-5830	CAP IMPRVMNTS BLDG	$187,000.00	*$36,559.00*	*$150,441.00*
40-51.570-5835	CAP IMPRVMNTS LAND	$1,921,000.00	*$485,491.76*	*$1,435,508.24*
40-51.570-5840	CAP IMPRVMNTS WLKWYS	$0.00	*$0.00*	*$0.00*
40-51.570-5841	CAPITAL IMPRVMNTS WALKW	$0.00	*$0.00*	*$0.00*
40-51.570-5850	CAP IMPRVMNTS RDWYS	$10,000.00	*$2,500.00*	*$7,500.00*
CAPITAL EXPENSES		$2,445,375.00	*$759,243.93*	*$1,686,131.07*
Dept 52.572 - DUNBAR RECREATION CENTER			*$0.00*	
OPERATING SUPPLIES/EXPENSES				
40-52.572-5342	BANK/CREDIT CARD FEES	$0.00	*$0.00*	*$0.00*
OPERATING SUPPLIES/EXPENSES		$0.00	*$0.00*	*$0.00*
DEBT EXPENSE				
40-52.572-5691	DEBT ISSUANCE FEES	$0.00	*$0.00*	*$0.00*
DEBT EXPENSE		$0.00	*$0.00*	*$0.00*
CAPITAL EXPENSES				
40-52.572-5830	CAPITAL IMPROVEMENTS BUI	$0.00	*$0.00*	*$0.00*
CAPITAL EXPENSES		$0.00	*$0.00*	*$0.00*
EXPENDITURE TOTAL		$2,511,375.00	*$819,450.93*	*$1,691,924.07*
CAPITAL TOTALS		**$440,625.00**	***$200,065.84***	***($240,559.16)***

VILLAGE OF
Mundelein
Oakes Incorporated in 1909

Nationally Accredited Agency

Department of Police
John Monahan, Interim *Chief of Police*

MEMORANDUM

To: Interim Chief John Monahan

From: Sergeant Paul Dempsey

Date: Sunday, December 13, 2020

Re: Park District Report –November 2020

There were three (3) calls for service in the area parks during the reporting period, which is lower than normal with park district activity during this time of year. The majority of the calls were minor in nature and included a burglary alarm, found article, and possession of cannabis report.

There were a total of 51 park checks initiated by the patrol officers during this month. There were no patterns or crime trends discovered during this month.

The following gives more detail about the call during the reporting period:

- On 11/04/20, Officer Simonelli responded to Kracklauer Park for a found article report. The complainant located a set of keys at the park. The keys were placed into evidence.
- On 11/19/20, Officer Kroll was conducting a park check at the Diamond Lake Sports Complex and located an occupied vehicle. One of the occupants were issued AHO citations from possession of cannabis and drug paraphernalia.
- On 11/23/20, the burglary alarm at the Dunbar Recreation Center was generated in error.

I have attached a copy of the November 2020 Park District reports for your review.

Please contact me if you have any questions.

Mundelein Police Department

847-968-4600 221 N Lake St Mundelein, IL 60060

Incident Listing

Time Period 11/01/2020 - 12/01/2020

UCR Code(s)

1814 **Possession of Cannabis 10 gm or less (ordinance**

Report #	Date	Time	Shift	Primary Officer	Location
2020-03279	11/19/2020	16:08	2	Kroll, Steven	26630 N ROUTE 83

Sub total count: **1**

7314 **Alarm Burglary/Robbery**

Report #	Date	Time	Shift	Primary Officer	Location
2020-03328	11/23/2020	22:46		Baldan, Justyna	888 DUNBAR RD

Sub total count: **1**

7415 **Found Article**

Report #	Date	Time	Shift	Primary Officer	Location
2020-03109	11/04/2020	11:41		Simonelli, Steven	100 N SEYMOUR AV

Sub total count: **1**

Incident Total: 3

MUNDELEIN PARK & RECREATION DISTRICT

BOARD MEMORANDUM

December 28, 2020 Regular Board Meeting Agenda Item

To: Board of Commissioners

From: Ron Salski, Executive Director

Date: December 21, 2020

Subject: Approve of Part-Time Ranges

Background

Annually, the Board of Commissioners approve the part-time ranges based on comparison report of other districts, market conditions and minimum wage. In 2020, the Board approved the Recreation Department ranges.

Analysis/Considerations

Executive Director Salski has included district-wide ranges to be approved. Ranges were adjusted to meet minimum wage law; however, specific ranges are not being recommended to be revised as the ranges are within a comparable range and meet minimum range.

Recommendation

Executive Director is recommending approval of the 2021 Part-Time Ranges.

Action and Motion Requested

Move to approve the district-wide 2021 Part-Time Ranges.

MUNDELEIN PARK & RECREATION DISTRICT
Connecting Our Community

Mundelein Park & Recreation District
2021 Part-Time Wage Scale

Minimum Wage:
$11.00 effective January 1, 2021

Position	2020 Current	2021 Proposed
Aquatics - Indoor Pool		
IP Desk Attendant*	10.00-17.00	11.00-18.00
Lifeguard*	10.00-17.00	11.00-18.00
Swim Instructor	11.00-18.00	11.00-18.00
Private Swim Instructor	12.00-20.00	12.00-19.00
Swim Lesson Coordinator	13.00-20.00	13.00-20.00
Aquatics Coordinator	13.00-20.00	13.00-20.00
*Additional $1.00 for AM open shifts		
Aquatics - Outdoor Pool		
Cashier	10.00-15.00	11.00-16.00
Concessions	10.00-15.00	11.00-16.00
Lifeguard	10.50-17.00	11.50-18.50
Returning Staff	Add .50 over min/yr	Add .50 over min/yr
Maintenance attendant	10.00-17.00	11.00-18.00
Deck Manager	11.50-17.00	12.50-18.00
Shift Supervisor	12.00-18.00	13.00-20.00
Athletics		
Building Attendant	10.00-17.00	11.00-18.00
Program Instructor	11.00-20.00	12.00-26.00
Athletics Coordinator	16.00-25.00	17.00-26.00
Before & After School Staff		
Site Coordinator	16.00-25.00	17.00-24.00
Site Staff/Attendant	12.00-17.00	12.00-19.00
Big & Little		
Teacher 1 (Non-Lead)	14.50-18.00	15.00-22.00
Teacher 2 (Lead-Director Qualified)	17.00-25.00	17.00-26.00
Assistant Teacher	12.00-17.00	12.00-19.00
Camp		
Day Camp Counselors	10.00-17.00	11.00-18.00
Day Camp Directors	13.00-20.00	13.00-20.00
Community Center Staff/Registration		
Child Care Attendant	10.00-17.00	11.00-18.00
Front Desk Attendant*	11.00-18.00	12.00-19.00
Front Desk Lead	14.00-20.00	14.00-21.00
Fitness Floor Attendant*	10.00-17.00	11.00-18.00
House Keeping	10.00-17.00	11.00-18.00
Customer Service Coordinator	16.00-25.00	17.00-26.00
*Additional $1.00 for AM open shifts		

Position	2020 Current	2021 Proposed
Cultural Arts/Dance		
Theater Instructors	15.00-30.00	15.00-35.00
Baking/Cooking Instructor	15.00-30.00	15.00-35.00
Art Instructors	15.00-30.00	15.00-35.00
Early Childhood Program Instructors	11.00-25.00	12.00-26.00
Dance Instructors	11.00-25.00	12.00-35.00
Private Dance Instructors	15.00-30.00	15.00-35.00
Dance Coordinator	16.00-25.00	17.00-26.00
Fitness		
Group Fitness Instructor	20.00-40.00	20.00-40.00
Personal Trainer	20.00-35.00	20.00-35.00
Fitness Program Instructor	20.00-40.00	20.00-40.00
Fitness Coordinator	16.00-25.00	17.00-26.00
Preschool		
Preschool Instructors	13.00-20.00	15.00-22.00
Class Aides	12.00-18.00	12.00-19.00
Regent Center		
Active Adults Attendant	10.00-17.00	11.00-18.00
Program Instructor	15.00-35.00	15.00-35.00
Special Events/Rentals		
Facility Rental Supervisors	14.00-20.00	15.00-22.00
Party Attendants	10.00-17.00	11.00-18.00
Staff Meeting Rate	$10.00	$11.00
Golf Operations & Maintenance		
Bartender	10.00-13.75	11.00-14.00
Beverage Cart Attendant	10.00-11.00	11.00-12.00
Cart Attendant	10.00-13.50	11.00-14.50
Cook Supervisor	14.00-18.00	15.00-19.00
Pro Shop Attendant	10.00-13.50	11.00-14.50
Starter/Ranger	10.00-12.00	11.00-12.50
Business and IT Services		
Risk Manager	18.00-30.00	18.00-30.00
IT Support	20.00-30.00	20.00-30.00
AP Clerk	16.00-25.00	17.00-26.00
Marketing		
Marketing Assistant	16.00-22.00	17.00-26.00
Diamond Lake		
Boat Ranger weekday	11.00-15.00	11.00-16.00
Boat Ranger weekend	15.00-18.00	15.00-19.00

MUNDELEIN PARK & RECREATION DISTRICT

BOARD MEMORANDUM

December 28, 2020 Regular Board Meeting Agenda Item

To: Board of Commissioners

From: Ron Salski, Executive Director
Debbie McInerney, Superintendent

Date: December 21, 2020

Subject: Approve of 2021 Budget and Work Plan

Background

Annually, the Board approves the next year's budget in December. In November, the Board was provided a 2021 Budget Binder and a revised 2021 Work Plan was included at the November meeting. At the December 14 Committee meeting, Commissioner Dolan explained the process and approach with the 2021 Budget.

Analysis/Considerations

The 2021 Work Plan Tier 2 expenditures will be a phased approach based on revenue growth. In January, staff will outline a project calendar and Executive Director Salski will approve. For the 2021 Budget.

Recommendation

Executive Director is recommending approval of the 2021 Budget and Work Plan.

Action and Motion Requested

Move to approve 2021 Budget and Work Plan.

MUNDELEIN PARK & RECREATION DISTRICT

2021 Work Plan

Executive Summary

Primarily, the Work Plan consists of Administrative Operational Projects and Capital Maintenance assets, projects and/or purchases and planning strategies. Capital Maintenance is defined as existing assets that require replacement, lifespan of five years or more and cost $5,000 or more. For the purposes of the 2021 Budget, the expenses are broken into the following Tier Levels.

- Tier I is defined as "high priorities," based on factors such as Accreditation, outdated information, federal and state mandates, safety, operational impacts, facility/equipment needs and community input.

- Tier II is defined as "mid-priorities," included in the budget, updated analysis, require replacement and/or repair by 2022 and can be delayed if revenues are unable to achieve specific goals.

TIER I

Capital Expense: $392,925
Administrative Operational Projects: $41,000

Corporate

1. Conduct Needs Assessment ($5,500)
2. Update Strategic Plan ($8,500)
3. Five Year Financial Plan ($5,000)
4. Grant Advisor ($6,000)
   - Seek and prioritize grant projects
5. Begin executing Foundation Business Plan
   - Coordinate a Foundation Event
6. Develop a building signage strategy
7. Evaluate options and costs for a district-wide app
8. Upgrade Network Server ($14,000)
9. Complete website redesign ($11,000)
10. Space Study for Server Room Expansion ($2,500)
11. Replace electronic marquee at Community Park ($35,000)
    - Partnership with RUSH Physical Therapy
12. Purchase camera for Museum ($5,000)
13. Complete a HR Compensation Study ($11,000)
14. Include new Business Services Manager position
15. Develop a new Performance Appraisal process and form

Parks

1. Resurface Big & Little parking lot ($68,000)
2. Reconstruct Spray Vault ($60,000)
3. Research options and costs for Maintenance Software
4. Hold neighborhood meetings for new feature at Leo Leathers Park

Golf

1. Replace Golf Clubhouse plumbing fixtures ($11,000)
2. Purchase Golf Maintenance equipment ($53,000 annually for three years)
   - Replace two Utility Carts ($6,000 each per year)
   - Replace Rough Mower ($23,833 per year)
   - Purchase Tri-Plex for Tees and Aprons ($23,333 per year)
3. Resurface Phase 1 of maintenance lot area ($60,000)

Recreation

1. Transition contractual maintenance to in-house full-time position from part time to full time
2. Transition Athletic Coordinator position to full-time
3. Replace Indoor Pool dehumidification system ($10,875)
4. Repair Barefoot Bay Fire Suppression System ($15,150)
5. Replace Community Center RTU #10 Unit ($18,100)
6. Renovate Big & Little ($34,300)
7. Increase Carl Sandburg Middle School and Dunbar Recreation Center gymnasium rental fees in January from $35/residents and $50/non-residents to $40/residents and $60/non-residents.
8. Increase Spray Park admission from $0/residents and $2/non-residents to $2/residents and $4/non-residents
9. Increase NovaCare Fitness Center memberships in June from $31/month to $33/month
10. Develop new logos for Learning Center Preschool and Trails Summer Camp.
11. Develop rental policy and pricing structure for District facilities and athletic fields.
12. Replace sea creature play feature at Spray Park ($4,000)
13. Replace landing pad at Barefoot Bay water walk ($7,700)

TIER II

Capital Expense: $418,215

Administrative Operational Projects: $20,000

1. Golf: Purchase a used Skid-Steer ($30,000)
2. Parks: Fencing near Community Park basketball court ($7,550)
3. Parks: Purchase of Longmeadow Equipment Only ($100,000)
4. Parks: Replace Maurice Noll Park Tennis Courts ($195,000)
5. Parks: Resurface Recreation Way road ($52,000)
6. Recreation: Engineering/Architect fees to convert Indoor Pool Sauna, Steam Room into Family Locker Room ($5,000)
7. Recreation: Replace Community Center Air Handler #1 ($16,665)
8. Recreation: Adjustment to job positions under/near minimum salary ranges ($10,000)
9. Corporate: Adjustment to job positions under/near minimum salary ranges ($10,000)
10. Corporate: Improve technology connection for remote sites ($12,000)

MUNDELEIN PARK & RECREATION DISTRICT

BOARD MEMORANDUM

December 28, 2020 Regular Board Meeting Agenda Item

To: Board of Commissioners

From: Ron Salski, Executive Director
Debbie McInerney, Superintendent

Date: December 21, 2020

Subject: Approve of 2021 Budget and Appropriation Ordinance 20-12-02

Background

By law, the Park District must submit to Lake County an Appropriation Ordinance by the end of the first quarter of the calendar year. This document discloses anticipated revenues including tax dollars and user fees as well as estimated operating and capital expenditures. It serves as a legal document holding the agency accountable to the anticipated disclosed expenditures. The auditor checks for compliance and reports any discrepancies in the annual audit.

Analysis/Considerations

The Park District is showing an appropriation total of $11,742,153 for the calendar year 2021. This appropriation reflects a 20% increase line item by line item over the 2021 Budget. This common practice allows for any unforeseen expenses that might occur as a result of repairs, added programs, capital improvements, etc.

Attached is a summary of the Appropriation Ordinance which is an estimate of anticipated revenues and expenses. The legal notice was placed in the Daily Herald on November 28, 2020. This was also posted on the Park District website and community bulletin board.

Recommendation

Staff recommends approving Ordinance 20-12-02.

Action and Motion Requested

Move to approve Ordinance 20-12-02, an Ordinance for Budget and Appropriation Ordinance for Fiscal Year 2021 disclosing all necessary expenditures and liabilities in all of the District's funds for the calendar year beginning January 1, 2021 and ending December 31, 2021.

20-12-02

AN ORDINANCE MAKING AMENDED COMBINED BUDGET AND APPROPRIATION FOR CORPORATE PURPOSES OF THE MUNDELEIN PARK AND RECREATION DISTRICT FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2021 AND ENDING DECEMBER 31, 2021

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE MUNDELEIN PARK AND RECREATION DISTRICT, LAKE COUNTY, ILLINOIS

Section 1

That the following sums of money in the total amount of FOURTEEN MILLION NINETY THOUSAND AND FIVE HUNDRED EIGHTY-THREE (14,090,583) or as much thereof as may be authorized by law, and the same are hereby appropriated for the corporate purposes of the Mundelein Park and Recreation District as hereinafter specified, for the fiscal year beginning January 1, 2021 and ending December 31, 2021 and further that the following sums of money the total amount of ELEVEN MILLION SEVEN HUNDRED AND FORTY-TWO THOUSAND AND ONE HUNDRED FIFTY-THREE (11,742,153) or as much thereof as may be authorized by law, be and the same are hereby budgeted for the corporate purposes of the Mundelein Park and Recreation District as hereinafter specified, for fiscal year beginning January 1, 2021 and ending December 31, 2021.

Section 2

I.	**GENERAL- CORPORATE FUND**	**APPROPRIATE**	**BUDGET**
	Central Services- Administration		
	Salaries, Wages and Benefits	991,680	826,400
	Contracted Services	272,180	226,817
	Operating Supplies and Expenses	105,916	88,263
	Transfer to Other Funds	480,000	400,000
	Parks and Playgrounds		
	Salaries, Wages and Benefits	1,385,602	1,154,668
	Contracted Services	107,899	89,916
	Operating Supplies and Expenses	316,296	263,580
	Golf Course - Pro Shop		
	Salaries, Wages and Benefits	400,920	334,100
	Contracted Services	52,320	43,600
	Operating Supplies and Expenses	224,844	187,370
	Golf Course - Food and Beverage		
	Salaries, Wages and Benefits	62,520	52,100
	Operating Supplies and Expenses	129,450	107,875
	Golf Course - Maintenance		
	Salaries, Wages and Benefits	522,360	435,300
	Contracted Services	58,800	49,000
	Operating Supplies and Expenses	199,680	166,400
	TOTAL GENERAL - CORPORATE FUND	**5,310,466**	**4,425,389**

II.	RECREATION PROGRAM FUND	APPROPRIATE	BUDGET
	Recreation Administration		
	Salaries, Wages and Benefits	426,300	355,250
	Contracted Services	65,514	54,595
	Operating Supplies and Expenses	209,442	174,535
	Transfers to Other Funds	868,110	723,425
	Pre-School Programs		
	Salaries, Wages and Benefits	65,116	54,263
	Contracted Services	600	500
	Operating Supplies and Expenses	5,700	4,750
	Athletics		
	Salaries, Wages and Benefits	94,200	78,500
	Contracted Services	98,460	82,050
	Operating Supplies and Expenses	20,208	16,840
	Regent Center		
	Salaries, Wages and Benefits	130,380	108,650
	Contracted Services	9,720	8,100
	Operating Supplies and Expenses	26,280	21,900
	Big & Little Child Development		
	Salaries, Wages and Benefits	502,680	418,900
	Contracted Services	56,076	46,730
	Operating Supplies and Expenses	47,562	39,635
	NovaCare Fitness Center		
	Salaries, Wages and Benefits	518,760	432,300
	Contracted Services	92,232	76,860
	Operating Supplies and Expenses	133,788	111,490
	Aquatics - Outdoor		
	Salaries, Wages and Benefits	660,540	550,450
	Contracted Services	187,440	156,200
	Operating Supplies and Expenses	258,510	215,425
	Rec Connection-After School Program & Camps		
	Salaries, Wages and Benefits	488,820	407,350
	Contracted Services	52,722	43,935
	Operating Supplies and Expenses	70,158	58,465
	MCC - Indoor Pool		
	Salaries, Wages and Benefits	183,196	152,663
	Contracted Services	60,924	50,770
	Operating Supplies and Expenses	36,954	30,795
	Dance		
	Salaries, Wages and Benefits	51,000	42,500
	Contracted Services	11,400	9,500
	Operating Supplies and Expenses	56,802	47,335
	Cultural Arts		
	Salaries, Wages and Benefits	20,046	16,705
	Contracted Services	19,214	16,012
	Operating Supplies and Expenses	6,420	5,350
	TOTAL RECREATION FUND	**5,535,274**	**4,612,728**

		APPROPRIATE	BUDGET
III.	**DEBT SERVICE FUND**		
	Interest	100,980	84,150
	Principle	516,000	430,000
	Service Charges	660	550
	TOTAL DEBT SERVICE FUND	**617,640**	**514,700**
IV.	**CAPITAL IMPROVEMENT FUND**		
	For the payment of land condemned or purchases for parks or boulevards and for the improving, maintaining and protecting of the parks and boulevards and for the payment of the expenses incident thereto.		
	TOTAL CAPITAL IMPROVEMENT FUND	**958,368**	**798,640**
V.	**LIABILITY INSURANCE & RISK MANAGEMENT**		
	For the purchase of insurance to protect against loss or liability, workmen's compensation and unemployment compensation and property damage.	230,814	192,345
	Salaries, Wages and Benefits	19,920	16,600
	Risk Management Training & Equipment	27,120	22,600
	TOTAL LIABILITY INS & RISK MANAGEMENT	**277,854**	**231,545**
VI.	**AUDIT**		
	Annual audit as required by law.		
	TOTAL AUDIT	**19,200**	**16,000**
VII.	**MUNICIPAL RETIREMENT**		
	Contribution for Illinois Municipal Retirement Fund		
	TOTAL MUNICIPAL RETIREMENT	**431,994**	**359,995**
VIII.	**SOCIAL SECURITY**		
	Contribution for Social Security		
	TOTAL SOCIAL SECURITY	**431,887**	**359,906**
IX.	**POLICE**		
	Salaries, Wages and Benefits	16,200	13,500
	Contracted Services	64,320	53,600
	Operating Supplies and Expenses	4,680	3,900
	TOTAL POLICE FUND	**85,200**	**71,000**

		APPROPRIATE	BUDGET
X.	**SPECIAL RECREATION**		
	Special Recreation Association of Central Lake County	288,000	240,000
	Salaries, Wages and Benefits	8,400	7,000
	ADA Improvements	86,400	72,000
	ADA Programming	18,000	15,000
	TOTAL SPECIAL RECREATION FUND	**400,800**	**334,000**
XI.	**MUSEUM**		
	Contracted Services	4,140	3,450
	Operating Supplies	13,560	11,300
	Building Improvements	4,200	3,500
	TOTAL MUSEUM FUND	**21,900**	**18,250**
	SUMMARY		
I.	General- Corporate Fund	5,310,466	4,425,389
II.	Recreation Program Fund	5,535,274	4,612,728
III.	Debt Service Fund	617,640	514,700
IV.	Capital Improvement Fund	958,368	798,640
V.	Liability Insurance & Risk Management	277,854	231,545
VI.	Audit	19,200	16,000
VII.	Municipal Retirement	431,994	359,995
VIII.	Social Security	431,887	359,906
IX.	Police	85,200	71,000
X.	Special Recreation	400,800	334,000
XI.	Museum	21,900	18,250
	TOTAL ALL FUNDS	**14,090,583**	**11,742,153**

Each of said sums of money and the aggregate thereof are deemed necessary by this Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning January 1, 2021 and ending December 31, 2021 for the respective purposes set forth.

All unexpended balances of the appropriations for the fiscal year ended December 31, 2021 and prior years are hereby specifically re-appropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, in making this appropriation in accordance with applicable law.

The receipts and revenue of said District derived from sources other than taxation and not specifically appropriated, shall constitute the general corporate fund and shall first be placed to the credit of such fund.

Section 3A: Estimated Cash on Hand January 1, 2021

General- Corporate Fund	1,610,560
Recreation Program Fund	1,090,289
Debt Service Fund	142,217
Capital Improvement Fund	417,920
Liability Insurance & Risk Management	111,809
Audit	12,498
Municipal Retirement	79,303
Social Security	134,726
Police	6,970
Special Recreation	92,510
Museum	129,346
TOTAL ALL FUNDS	**3,828,148**

Section 3B: Estimate of Cash Receipts January 1, 2021 to December 31, 2021

	TAXES	OTHER	TOTAL
General- Corporate Fund	2,019,298	2,208,115	4,227,413
Recreation Program Fund	1,165,375	3,359,350	4,524,725
Debt Service Fund	513,930	2,500	516,430
Capital Improvement Fund	0	628,545	628,545
Liability Insurance & Risk Management	185,200	0	185,200
Audit	6,000	0	6,000
Municipal Retirement	321,997	0	321,997
Social Security	327,031	0	327,031
Police	65,493	0	65,493
Special Recreation	304,513	0	304,513
Museum	1,000	0	1,000
TOTAL ALL FUNDS	**4,909,837**	**6,198,510**	**11,108,347**

Section 3C: Estimate of Expenditures January 1, 2021 to December 31, 2021

General- Corporate Fund	4,425,389
Recreation Program Fund	4,612,728
Debt Service Fund	514,700
Capital Improvement Fund	798,640
Liability Insurance & Risk Management	231,545
Audit	16,000
Municipal Retirement	359,995
Social Security	359,906
Police	71,000
Special Recreation	334,000
Museum	18,250
TOTAL ALL FUNDS	**11,742,153**

Section 3D: Estimate of Cash on Hand December 31, 2021

General- Corporate Fund	1,412,584
Recreation Program Fund	1,002,286
Debt Service Fund	143,947
Capital Improvement Fund	247,825
Liability Insurance & Risk Management	65,464
Audit	2,498
Municipal Retirement	41,305
Social Security	101,851
Police	1,463
Special Recreation	63,023
Museum	112,096
TOTAL ALL FUNDS (estimated)	**3,194,342**

Section 3E: Estimate of Taxes to be Received January 1, 2021 to December 31, 2021

General- Corporate Fund	2,019,298
Recreation Program Fund	1,165,375
Debt Service Fund	513,930
Capital Improvement Fund	0
Liability Insurance & Risk Management	185,200
Audit	6,000
Municipal Retirement	321,997
Social Security	327,031
Police	65,493
Special Recreation	304,513
Museum	1,000
TOTAL ALL FUNDS	**4,909,837**

Section 4:

The receipts and revenues of Mundelein Park and Recreation District derived from sources other than taxation and not specifically appropriated, and all unexpended balances from the preceding fiscal year not required for the purposes for which they were appropriated and levied, shall constitute the General Fund and shall first be placed to the credit of such fund.

Section 5:

All ordinances and parts of ordinances in conflict or inconsistent with any of the provisions of the Ordinance are hereby repealed, and this Ordinance shall be in full force and effect from and after its passage and approval.

PASSED: _____, 2020

APPROVED: _____, 2020

_____
President

_____
Secretary

STATE OF ILLINOIS)
) SS.
COUNTY OF LAKE)

I, RON SALSKI, do hereby certify that I am the duly qualified and acting Secretary of the Mundelein Park and Recreation District, in the County and State aforesaid, and as such Secretary I am the keeper of the records and files of the Board of Commissioners of the Park District. I do further certify that the attached and foregoing is a true and complete copy of the "ORDINANCE 20-12-02 AMENDED BUDGET & APPROPRIATION ORDINANCE OF THE MUNDELEIN PARK & RECREATION DISTRICT, LAKE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2021 AND ENDING DECEMBER 31, 2021," as adopted by the Board of Commissioners at its properly convened meeting held on the 28th day of December, 2020, as appears from the official records of the Mundelein Park & Recreation District in my care and custody.

_____
Secretary

CERTIFICATE OF ESTIMATE

OF REVENUE

FISCAL YEAR January 1, 2021 - December 31, 2021

I, Patrick McGrath, do hereby certify that I am the duly qualified Treasurer of the Mundelein Park and Recreation District and the chief fiscal officer of said Park District. As such officer I do further certify that the revenues, by source, anticipated to be received by the Park District in the fiscal year beginning January 1, 2021 and ending on December 31, 2021 are estimated to be as follows:

ESTIMATE OF REVENUE

FUNDS	TAXES	OTHER	TOTAL
General- Corporate Fund	2,019,298	2,208,115	4,227,413
Recreation Program Fund	1,165,375	3,359,350	4,524,725
Debt Service Fund	513,930	2,500	516,430
Capital Improvement Fund	0	628,545	628,545
Liability Insurance & Risk Management	185,200	0	185,200
Audit	6,000	0	6,000
Municipal Retirement	321,997	0	321,997
Social Security	327,031	0	327,031
Police	65,493	0	65,493
Special Recreation	304,513	0	304,513
Museum	1,000	0	1,000
TOTAL ALL FUNDS	**4,909,837**	**6,198,510**	**11,108,347**

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Mundelein Park and Recreation District this 28th day of December, 2020.

Treasurer

(SEAL)

CERTIFICATE

The Undersigned, Treasurer of the Mundelein Park and Recreation District, hereby certifies that I am the chief fiscal officer of the Mundelein Park and Recreation District, and as such officer, I hereby certify that the estimate of cash receipts of the 2021 Budget and Appropriation Ordinance, a copy of which is appended hereto, is a fair and accurate estimate of revenues to be anticipated in the following fiscal year.

Date: _____

_____

Treasurer

MUNDELEIN PARK AND RECREATION DISTRICT

MUNDELEIN PARK & RECREATION DISTRICT

BOARD MEMORANDUM

December 28, 2020 Regular Board Meeting Agenda Item

To: Board of Commissioners

From: Ron Salski, Executive Director
Derek Solberg, Superintendent

Date: December 21, 2020

Subject: Approve of Ordinance Code – Rules and Regulations – Section 5

Background

As part of the boat launch registration process, a manual is provided to each registrant to highlight the rules, environmental planning and general information. The registration process begins January 4, 2021.

On December 14, the Board reviewed the proposed revisions to the regulations and asked questions.

Analysis/Considerations

The following regulation revisions are recommended for approval at the December 28 Board Meeting. They are highlighted in red.

Pg.1 - Section 5.03 (update)
Pg.4 - Section 5.14 (update)
Pg.7 - Section 5.30 (update)
Pg.7 – Section 5.31 (update)
Pg.9 - Section 5.42 (new)

See attached regulations.

Recommendation

Staff recommends approving the revisions.

Action and Motion Requested

Move to approve the revisions to the identified regulations of Ordinance Code – Rules and Regulations – Section 5.

CHAPTER V
Waters of Diamond Lake - Rules and Regulations

Revised April 25, 2016
Revised July 27, 2015

SECTION 5.01 POLICY

It is the policy of this Park District to promote safety for persons and property in and connected with the use, operation and equipment of vessels on the waters of Diamond Lake.

SECTION 5.02 DEFINITIONS

As used in this Ordinance, unless the context clearly requires a different meaning:

(A) "Vessel" or "'Watercraft" means every description of watercraft, other than a sea-plane on the water, used or capable of being used as a means of transportation on water.

(B) "Motorboat" means any vessel propelled by machinery whether or not such machinery is the principal source of propulsion.

(C) "Sailboat" means any watercraft propelled by sail or canvas. Any watercraft propelled by both sail and machinery shall be deemed a motorboat when being so propelled.

(D) "Owner" means a person, other than a lien holder, having the property in or title to a vessel.

(E) The term includes a person entitled to the use or possession of a vessel subject to an interest reserved or created by agreement and securing payment or performance of an obligation, but the tern) excludes a lessee under lease not intended as a security.

(F) "Person" includes any individual, firm, partnership, association, corporation or organization, except the United States and the State of Illinois; and includes any agent, trustee, executor, receiver, assignee or other similar representative thereof.

(G) "Operate" means to navigate or otherwise use a vessel.

SECTION 5.03 REGISTRATION NUMBER DISPLAYED

The owner shall paint on or attach to both sides of the bow (front) of a motorboat or sailboat over twelve (12) feet in length, the registration number which shall be of block characters at least three (3) inches in height. The figures shall read from left to right, be of contrasting color to their background and be maintained in a legible condition. No other number shall be displayed on the bow of the boat. In affixing the number to the boat, a space or a hyphen shall be provided between the IL and the number and another space or hyphen between the number and the letters following. The certificate of number shall be pocket size and shall be available at all times for inspection on the motorboat or sailboat for which issued. On vessels of unconventional design or so constructed that it is impractical or impossible to display identification numbers in a prominent position on the forward half of their hulls or permanent substructures, numbers may be displayed in brackets or fixtures firmly attached to the vessel.

The owner shall display all proper registration information on the motorboat, vessel, and sailboat, watercraft that is provided by the Mundelein Park and Recreation District within the regulations provided as well as their personal motor vehicle used to tow the vessel, watercraft, motorboat, etc.

SECTION 5.04 PERSONAL FLOTATION DEVICES Updated **July 27, 2015 Board Meeting**

(A) It is unlawful to operate any recreational boat less than sixteen (16) feet in length or a canoe or kayak unless at least one Coast Guard approved PFD of the following types or their equivalent is on board for each person: Type l, Type Il, or Type Ill (wearable PFDs).

(B) No person may use a recreational boat sixteen (16) feet or more in length unless at least one Coast Guard approved PFD of the following types or their equivalent is on board for each person: Type I, Type Il-OF Type Ill or Type IV.

(C) No person may use a recreational boat sixteen (16) feet or more in length except a canoe or kayak, unless at least one Type IV Coast Guard approved PFD, or its equivalent is on board in addition to the PFDs required in paragraph (B) of this Section.

(D) When assisting a person on water skis, aquaplane or signaling device, there must be one (l) U.S. Coast Guard approved lifesaving device on board for each person being assisted or towed.

(E) No person may use a recreational boat unless each device required by the Section is:

1. Readily accessible.
2. In serviceable condition.
3. Of the appropriate size for the person for whom it is intended; and
4. Legibly marked with the U.S. Coast Guard approval number.

(F) No person may operate a personal watercraft or specialty prop-craft unless each person aboard is wearing a Type I, Type Il, Type Ill or Type V PFD approved by the United States Coast Guard.

(G) No person may operate a watercraft under 26 feet in length unless a Type I, Type Il, Type Ill or Type V personal notation device is being properly worn by each person under the age of 12 on board the watercraft at all times in which the watercraft is underway, however, this requirement shall not apply to persons who are below decks in totally enclosed cabin spaces. This provision shall not apply to a person operating a watercraft on private property.

SECTION 5.05 LIGHTS

(A) It is unlawful to operate any vessel less than twenty-six (26) feet in length unless the following lights are carried and displayed when underway from sunset to sunrise:

1. A bright, white light aft to show all around the horizon, visible for a distance of two (2) miles.
2. A combination light in the forepart of the boat lower than the white light and, showing green to starboard and red to port, so fixed as to throw a light from dead ahead to two (2) points abaft the beam on their respective sides and visible for a distance of not less than one (l) mile.

(B) Watercraft propelled by muscular power when underway shall carry on board from sunset to sunrise, but not fixed to any part of the boat, a lantern or flashlight capable of showing a white light visible all around the horizon at a distance of two (2) miles or more and shall display such lantern in sufficient time to avoid collision with another watercraft.

(C) Sailboats equipped with motors and being propelled partly or solely by such motors shall carry and display the same lights required for motorboats of the same class. Sailboats of less than twenty-six (26) feet in length, equipped with motors but being propelled entirely by sail between sunset and sunrise, shall have lighted the combination running light, but not the white light aft. Sailboats twenty-six (26) feet or more in length, equipped with motors but being propelled entirely by sail between sunset and sunrise, shall have lighted the colored side lights suitably screened, but not the white lights prescribed for motorboats.

(D) Dinghies, tenders and other "'watercraft, whose principal function is as an auxiliary to other larger watercraft, when so operating, need carry only a flashlight visible to other craft in the area.

(E) Power driven vessels and sailing vessels at anchor must display anchor lights. An anchor light for a vessel less than 20 meters in length is an all-round white light visible for 2 miles exhibited where it can best be seen. Vessels less than 7 meters are not required to display anchor lights unless anchored in or near a narrow channel, fairway or anchorage or where other vessels normally navigate.

SECTION 5.06 MUFFLERS

Except in case of a motorboat actually competing in a race or regatta sanctioned by the Park District, it is unlawful to use a boat propelled in whole or in part by gas, gasoline or naphtha unless the same is provided with a stock factory muffler, underwater or other modern device capable of adequately Illuming the sounds of the exhaust of the engine. The phrase "adequately muffling" shall mean that the motor's exhaust at all times be so muffled or suppressed as not to create excessive or unusual noise. The discharge of cooling water at the water line through the exhaust or an inboard engine shall be considered an adequate muffling device.

SECTION 5.07 WHISTLES

It is unlawful to operate a motorboat without a mouth, hand or power operated whistle, horn other appliance, capable of producing a blast of two (2) seconds or more in duration and audible for at least one-half (1/2) mile. This regulation applies to all motorboats regardless of size of motor.

SECTION 5.08 FIRE EXTINGUISHERS

It is unlawful to operate a motorboat anywhere in this State without at least one U.S. Coast Guard approved fire extinguisher, so placed as to be readily accessible and in such condition as to be ready for immediate and effective use.

SECTION 5.09 CARBURETOR ARRESTERS

Carburetors on all engines of motorboats other than those propelled by a detachable outboard motor shall be fitted with or protected by a U.S. Coast Guard approved device for arresting backfire.

SECTION 5.10 VENTILATORS

Except for open boats, all motorboats which use fuel having a flash point of one hundred and ten (110) degrees Fahrenheit or less shall have at least two (2) ventilator duets, fitted with cowls or their equivalent, for the efficient removal of explosive or flammable gases from the bilges of every engine and fuel tank compartment. There shall be at least one (l) exhaust duet installed so as to extend from the open atmosphere to the lower portion of the bilge, and at least one (l) intake duct installed so as to extend to a point at least midway to the bilge or at least below the level of the carburetor air intake. The cowls shall be located and trimmed for maximum effectiveness and in such a manner so as to prevent displaced fumes from being re-circulated.

SECTION 5.11 SEALING OF MARINE HEADS

No marine head (toilet) on any boat or watercraft operated upon waters of Diamond Lake may be so constructed and operated as to discharge any sewage into the waters, directly or indirectly.

SECTION 5.12 BATTERY COVERS

Every motorboat equipped with storage batteries shall be provided with suitable supports and secured against shifting with the motion of the boat. Such storage batteries shall be equipped with non-conductive shielding means to prevent accidental shorting of battery terminals.

SECTION 5.13 CAPACITY PLATES

Every vessel less than twenty-six (26) feet in length, designed to carry two (2) or more persons and to be propelled by machinery as its principal source of power, or designed to be propelled by oars, shall, if manufactured or offered for sale in this State, have affixed permanently thereto by the manufacturer a capacity plate as required by this Section.

SECTION 5.14 CARELESS OPERATION

(A) No person shall operate any motorboat in a careless or heedless manner so as to be grossly indifferent to the person or property of other persons; or at a rate of speed greater than will permit him/her to bring the motorboat to an emergency stop with ample clearance.

(B) No person shall operate a motorboat in a circular course within ~~two hundred (200)~~ one hundred (100) feet around another boat or swimmer.

SECTION 5.15 RECKLESS OPERATION

No person shall operate any watercraft, specialty prop-craft, personal watercraft or manipulate any water skis, aquaplane or similar device in such a manner as to endanger the life, limb or property of any person. No person shall operate any recreational motorboat so as to approach or pass another boat in such a manner or at such a rate of speed as to create a hazardous wake or wash. A person convicted of committing a violation of this section shall be guilty of aggravated reckless operation of a watercraft if the violation of this Section resulted in great bodily harm or permanent disability or disfigurement of another, when the violation was a proximate cause of the injuries.

SECTION 5.16 AGE OF OPERATORS LIMITED

(A) No person under 10 years of age may operate a motorboat.

(B) Persons at least 10 years of age and less than 12 years of age may operate a motorboat only if:

(l) They are accompanied on the motorboat and under the direct control of a parent or guardian, or a person at least 18 years of age designated by a parent or guardian.

(C) Persons at least 12 years of age and less than 18 years of age may operate a motorboat only if:

(1) They are accompanied on the motorboat and under the direct control or a parent or guardian or

(2) A person at least 18 years of age designated by a parent or guardian or

(3) Such motorboat operator is in possession of a Boating Safety Certificate issued by the Department of Natural Resources, Division of Education or a valid certificate issued by another state, a province of the Dominion of Canada, the United States Coast Guard Auxiliary or the United States Power Squadron.

(D) Violations of this Section done with the knowledge of a parent or guardian shall be deemed a violation by the parent or guardian and punishable under Chapter. 625 Art, I IA of the Illinois Boat Registration and Safety Act.

SECTION 5.17 INTERFERENCE WITH NAVIGATION

No person shall operate any watercraft in a manner which is unreasonable or unnecessarily interferes with other watercraft or with the free and proper navigation of the waters of Diamond Lake. Anchoring under bridges or in heavily traveled channels constitutes such interference, if unreasonable under the prevailing circumstances.

SECTION 5.18 OVERLOADING

No motorboat may be loaded with passengers or cargo beyond its safe carrying capacity, taking into consideration weather or other existing operating conditions. To determine safe carrying capacity, the following criteria shall be considered:

(A) The total weight of persons, gear or other articles placed aboard which the vessel is capable of carrying with safety under normal conditions.

(B) The recommended number of persons commensurate with the weight capacity of the vessel and the presumed weight in pounds of each such person. In no instance shall such presumed weight per person be less than one hundred and fifty (150) pounds.

(C) Clear notice that the information appearing on the capacity plate is applicable under normal conditions.

SECTION 5.19 INCAPACITY OF OPERATOR

The owner of any motorboat, or any person in charge or in control, shall not authorize or knowingly permit the same to be operated by any person who, by reason or physical or mental disability, is incapable of operating such motorboat under the prevailing circumstances.

SECTION 5.20 WAKE-POSTED AREAS

(A) A wake is defined as a movement of the water created by a boat underway, which is great enough to disturb a boat at rest. But under no circumstances shall a boat underway exceed five (5) miles per hour while in a posted "No Wake" area. "No Wake" areas shall be clearly posted with buoys or appropriate signs. All buoys or signs posting such "No Wake" areas shall meet the specifications as prescribed by the United States Coast Guard or the Illinois Department of Conservation.

(B) Under no circumstances shall a boat underway create a movement of the water great enough to disturb a boat at rest and under no circumstances shall a boat underway exceed five (5) mph during the period of one-half (l/2) hour after sunset to 7:00 am.

SECTION 5.21 TRAFFIC RULES

(A) Passing: When two (2) boats are approaching each Other "head on" or nearly so (so as to involve risk of collision) each boat must bear to the right and pass the other boat on its left side.

(B) Crossing. When boats approach each other obliquely or at right angles, the boat approaching on the right side has the right of way.

(C) Overtaking: One boat may overtake another on either side but must grant right of way to the overtaken boat. Sailboats and Rowboats: When a motorboat is approaching a boat propelled solely by sails or oars, the motorboat must yield the right of way to the sailboat or rowboat. However, when a large craft is navigating in a confined channel, the large craft has the right of way over a boat propelled solely by oars or sails.

(D) No person shall operate a personal watercraft or specialty prop craft between the hours of sunset and sunrise.

SECTION 5.22 REGATTAS AND RACES

The Park District may authorize the holding of regattas, motorboat or other boat races on any waters or Diamond Lake. It shall adopt and may, from time-to-time, amend regulations concerning the safety of motorboats and other vessels and persons thereon, whether observers or participants. Whenever a regatta, motorboat or other boat race is proposed to be held, the person in charge thereof, shall, at least thirty (30) days prior thereto, file an application with the Park District for permission to hold such regatta, motorboat or other boat race.

The application shall set forth the date, time and location where it is proposed to hold such regatta, motorboat or other boat race and it shall not be conducted without written authorization of the Park District.

SECTION 5.23 WATER SKIING

When towing a person on water skis, aquaplane or similar device, at least two (2) competent persons must be in the boat. It is unlawful to water ski from the period of one-half (1/2) hour after sunset to 7:00 am.

All motorboats having in vicinage to or otherwise assisting a person on water skis, aquaplane or similar contrivance, shall be operated in a careful and prudent manner and at a reasonable distance from persons and property so as not to endanger the life or property of any person.

SECTION 5.24 RESTRICTED AREAS

No person shall operate a motorboat within a water area which has been clearly marked by buoys or signs as a bathing, fishing or otherwise restricted area, except in the manner prescribed by the buoys or signs marking the area. In areas designated as 'No Wake" areas, no motorboat underway shall exceed 5 miles per hour within the posted 'No Wake" area.

SECTION 5.25 INTOXICATION

It shall be unlawful for any person who is under the influence of intoxicating liquor or narcotic or habit-forming drugs to operate or be in actual physical control of any watercraft.

(A) It shall be unlawful for the owner of any watercraft, or any person in charge or in control thereof, to authorize or knowingly permit the same to be operated by any person who is under the influence of intoxicating liquor, narcotic or controlled substance.

(B) No intoxicating liquors of any type whether in bottles, cans or any type containers shall be allowed to be on, to be attached to, or to hang from any watercraft or vessel.

SECTION 5.26 PASSENGER LOCATIONS

No person operating a motorboat shall allow a person in the motorboat to ride or sit on the gunwales, tops of seat backs, or in the decking over the bow or stern of the motorboat while the motorboat is underway, unless the person is inboard of guards or rails provided on the motorboat to prevent passengers from being lost overboard.

Nothing in this section shall be construed to prohibit entry upon the decking over the bow or stern of the motorboat for the purpose of anchoring, mooring, or casting off or some other necessary purpose nor to prohibit customary practices while lawfully engaged in commercial fishing under the provisions of the Fish and Aquatic Life Code or hunting and trapping under the provisions of the Wildlife Code.

SECTION 5.27 THROWING DEBRIS INTO LAKE

No person shall be allowed to cast, throw or deposit any bottles, glass, cans, garbage, refuse or any other type of debris into the waters of Diamond Lake.

SECTION 5.28 DRIVING OF AUTOMOBILES, TRUCKS, ETC.

Driving of automobiles, trucks, motorcycles and minibikes on the frozen waters of Diamond Lake is prohibited.

SECTION 5.29 SNOWMOBILES AND ALL TERRAIN VEHICLES

(A) Snowmobiles and all-terrain vehicles are prohibited from being on the frozen waters of Diamond Lake between the hours of 10:00 p.m. and 8:00 a.m.

(B) All-terrain vehicles with less than four (4) wheels or continuous tracks are prohibited from being on the frozen waters of Diamond Lake at any time.

(C) Snowmobiles and all-terrain vehicles shall keep a distance of one hundred (100) feet from ice skaters or persons on the frozen waters of Diamond Lake.

SECTION 5.30 BOAT LAUNCHING SITE

(A) All persons shall close and lock gate immediately upon entering and leaving the Mundelein Park and Recreation District Lake Front park on Diamond Lake Road, Mundelein, Illinois.

(B) No vehicle or vessel shall be admitted to the Mundelein Park and Recreation District Lake Front park boat launch area unless said vehicles and/or vessels are properly registered with the Mundelein Park and Recreation District and display a current Mundelein Park District parking decal and a boat launch sticker displayed on the left bow side of the vessel.

Swimming and fishing are prohibited at the Boat Launch site, pier or adjacent shoreline as identified.

SECTION 5.31 FISHING

(A) No person shall catch or attempt to catch or have within their possession in excess of the creel limit on Northern Pike of three (3) per day. Nor shall any person catch or attempt to catch or have within his/her possession a Northern Pike less than twenty-four (24) inches in length.

(B) No person shall catch or attempt to catch or have within their possession in excess of the creel limit on Muskellunge of one (l) per day, nor shall any person catch or attempt to catch or have within their possession a Muskellunge less than thirty-six (36) inches in length.

(C) Daily harvest limit for largemouth or smallmouth bass, singly or in the aggregate, shall not exceed three fish (3) per day, no more than three (3) of which may be a minimum of fifteen (15) inches in total length. No person shall catch or attempt to catch or have in their possession in excess of the creel limit on Bass of three (3) per day.

(D) Fishing in fishing zones have been established by the Mundelein Park and Recreation District. Areas of private property in accordance with lake property rights of homeowners are prohibited. These "No Fishing Zones" are designated by MPRD. Fishing is prohibited at private piers or entering channels on the north and south end of lake as marked. All persons fishing on the lake shall remain 100' away from the shoreline or pier extensions in these zones. The zones are identified on the Waters of Diamond Lake master map.

Section 810.35 of title 17, Chapter I of the Illinois Administrative Code, as amended from time to time, be and herby is adopted as the rules and regulations for fishing in the Mundelein Park District. www.dnr.illinois.gov/.

SECTION 5.32 RAFTS AND PLATFORMS

No person, group or organization shall be allowed to have any raft, platform or structure of any type on the waters of Diamond Lake owned or controlled by the Mundelein Park and Recreation District without the express written consent of said District.

SECTION 5.33 COLLISION, ACCIDENTS AND CASUALTIES: REPORTS

(A) The operator of a vessel involved in a collision, accident or other casualty, so far as he/she can do so without serious danger to his/her own vessel, crew, passengers and guests, if any, shall render to other persons affected by the collision, accident, or other casualty such assistance as may be practicable and as may be necessary in order to save them from or to minimize any danger caused by the collision, accident or other casualty. The operator shall give his/her name, address and identification of his/her vessel to any person injured and to the owner of any property damaged in the collision, accident or other casualty.

(B) If the collision, accident, or other casualty results in death or injury to a person or damage to property in excess of $100.00, the operator shall file with the Park District a full description of the collision, accident or other casualty.

(C) Reports of accidents resulting in personal injury must be filed with the District on a Park District Accident Report form within seventy-two (72) hours. Accidents which result in loss of life must be reported to the Park District within forty-eight (48) hours.

SECTION 5.34 APPLICATION AND JURISDICTION

The Park District shall, for the purposes of this Ordinance, have full and complete jurisdiction of all waters of Diamond Lake owned and controlled by the Mundelein Park and Recreation District, subject only to the paramount authority of the State of Illinois and the Federal Government with reference to the navigation of the waters of Diamond Lake, and further subject to such powers as may be granted to political sub-divisions of the State and Federal Government.

SECTION 5.35 ENFORCEMENT

It is the responsibility of all Conservation, Police Officers and other employees of the District designated by the Executive Director to enforce this Ordinance and the duty of police officers to arrest any person detected in violation of any of the provisions of this Ordinance. It is further the duty of all such Owners to make prompt investigation of any violations of the provisions of this Ordinance reported by any other person and to cause a complaint to be filed before the Circuit Court if there seems just ground for such complaint and evidence to support the same. Every vessel subject to this Ordinance, underway and upon being hailed by a designated Park District representative or Law Enforcement Officer, must stop immediately and lay to and shall maneuver in such a way as to permit such Officer to come aboard.

SECTION 5.36 INSPECTIONS

The District Board of Commissioners, Executive Director, other representative and any Police may board and inspect any watercraft at any time for the purpose of determining if the provisions of this title are being complied with. If the boarding Officer discovers any violation of the provision of this title, he/she shall issue a summons to the operator of such a boat requiring that the operator appear before a court or magistrate having jurisdiction in Lake County, IL.

SECTION 5.37 PROSECUTIONS

All prosecutions under the provisions of this title shall be brought before a Circuit Court having jurisdiction under the law relative to the enforcement of these provisions.

SECTION 5.38 PENALTIES

(A) Any person who violates any of the provisions of Sections 5.14, 5.15, 5.16, 5.17, 5.18, 5.19, 5.21, 5.25, 5.39 and 5.41, 5.42 of this title shall be punished by a fine of not less than nor more than $ 500.00 or imprisoned in the county jail for not less than thirty (30) days nor more than six (6) months, or both.

(B) Any person who violates any of the provisions of Section 5.03, 5.04, 5.08, 5.12, 5.20, 5.26 or 5.27 of this title shall be punished by a fine of not less than $25.00 nor more than $100.00.

SECTION 5.39 RESISTANCE TO OFFICERS

It is unlawful for any person to resist or obstruct any Officer or employee of the Park District in the discharge of his/her duties under the provisions hereof.

SECTION 5.40 ICE FISHING STRUCTURE

Although it shall be lawful for fisherman to construct or erect temporary shelters (shanties, sheds tents, etc.) upon the frozen waters of Diamond Lake for use while ice fishing, it shall be unlawful to leave such shelter unattended at any time. It is the intent of this Ordinance that any ice fisherman using such a shelter or structure remove said structure from the frozen waters of Diamond Lake promptly at the conclusion of his/her fishing. In no case shall any such shelter be left unattended or abandoned.

SECTION 5.41 TOWING FLAG

The operator of any watercraft that is towing a person or persons shall display on the watercraft a bright or brilliant orange flag measuring not less than 12 inches per side. The flag shall be displayed at the highest point of the area surrounding the boat's helm as to be visible from all directions, continuously, while the person or persons being towed depart the boat in preparation for towing and until re-entry into the boat when the activity has ceased. Display of the flag for purposes other than the activity described in this Section is prohibited.

SECTION 5.42 NOISE – SOUND AMPLIFICATION

In accordance and coordination with Article 1 – General, Section 1 - The Lake County Public Nuisance Ordinance, which applies to incorporated areas (those areas which are located within the corporate limits of any City, village, or incorporated town) as well as unincorporated areas (those areas which are outside the corporate limits of any City, village, or incorporated town) of Lake County, Illinois in accordance with the jurisdictional or contractual authority of the enforcing County Department.

Sound Amplification. It is a public nuisance to operate or permit operation of any radio or stereo sound amplification system or other sound amplification equipment from a “vessel”, “motorboat”, “sailboat”, “water craft” as defined in Section 5.02 – Definitions of this Ordinance, which: 1) can be heard at a distance of one hundred feet (100') or more from the source vehicle or 2) can be heard at a distance of one hundred feet (100') from the property line of the source property, or 3) which exceeds 70db(A) (SLOW meter response) at the property line of any neighboring property zoned and used for residential purposes. The enforceability of this Section will be in accordance with Sections, 5.30, 5.34, 5.35, 5.36, 5.37 and 5.38.

MUNDELEIN PARK & RECREATION DISTRICT

BOARD MEMORANDUM

December 28, 2020 Regular Board Meeting Agenda Item

To: Board of Commissioners

From: Ron Salski, Executive Director

Date: December 21, 2020

Subject: Approve of Part-Time Ranges

Background

Annually, the Board of Commissioners approve the part-time ranges based on comparison report of other districts, market conditions and minimum wage. In 2020, the Board approved the Recreation Department ranges.

Analysis/Considerations

Executive Director Salski has included district-wide ranges to be approved. Ranges were adjusted to meet minimum wage law; however, specific ranges are not being recommended to be revised as the ranges are within a comparable range and meet minimum range.

Recommendation

Executive Director is recommending approval of the 2021 Part-Time Ranges.

Action and Motion Requested

Move to approve the district-wide 2021 Part-Time Ranges.

MUNDELEIN PARK & RECREATION DISTRICT
Connecting Our Community

Mundelein Park & Recreation District
2021 Part-Time Wage Scale

Minimum Wage:
$11.00 effective January 1, 2021

Position	2020 Current	2021 Proposed
Aquatics - Indoor Pool		
IP Desk Attendant*	10.00-17.00	11.00-18.00
Lifeguard*	10.00-17.00	11.00-18.00
Swim Instructor	11.00-18.00	11.00-18.00
Private Swim Instructor	12.00-20.00	12.00-19.00
Swim Lesson Coordinator	13.00-20.00	13.00-20.00
Aquatics Coordinator	13.00-20.00	13.00-20.00
*Additional $1.00 for AM open shifts		
Aquatics - Outdoor Pool		
Cashier	10.00-15.00	11.00-16.00
Concessions	10.00-15.00	11.00-16.00
Lifeguard	10.50-17.00	11.50-18.50
Returning Staff	Add .50 over min/yr	Add .50 over min/yr
Maintenance attendant	10.00-17.00	11.00-18.00
Deck Manager	11.50-17.00	12.50-18.00
Shift Supervisor	12.00-18.00	13.00-20.00
Athletics		
Building Attendant	10.00-17.00	11.00-18.00
Program Instructor	11.00-20.00	12.00-26.00
Athletics Coordinator	16.00-25.00	17.00-26.00
Before & After School Staff		
Site Coordinator	16.00-25.00	17.00-24.00
Site Staff/Attendant	12.00-17.00	12.00-19.00
Big & Little		
Teacher 1 (Non-Lead)	14.50-18.00	15.00-22.00
Teacher 2 (Lead-Director Qualified)	17.00-25.00	17.00-26.00
Assistant Teacher	12.00-17.00	12.00-19.00
Camp		
Day Camp Counselors	10.00-17.00	11.00-18.00
Day Camp Directors	13.00-20.00	13.00-20.00
Community Center Staff/Registration		
Child Care Attendant	10.00-17.00	11.00-18.00
Front Desk Attendant*	11.00-18.00	12.00-19.00
Front Desk Lead	14.00-20.00	14.00-21.00
Fitness Floor Attendant*	10.00-17.00	11.00-18.00
House Keeping	10.00-17.00	11.00-18.00
Customer Service Coordinator	16.00-25.00	17.00-26.00
*Additional $1.00 for AM open shifts		

Position	2020 Current	2021 Proposed
Cultural Arts/Dance		
Theater Instructors	15.00-30.00	15.00-35.00
Baking/Cooking Instructor	15.00-30.00	15.00-35.00
Art Instructors	15.00-30.00	15.00-35.00
Early Childhood Program Instructors	11.00-25.00	12.00-26.00
Dance Instructors	11.00-25.00	12.00-35.00
Private Dance Instructors	15.00-30.00	15.00-35.00
Dance Coordinator	16.00-25.00	17.00-26.00
Fitness		
Group Fitness Instructor	20.00-40.00	20.00-40.00
Personal Trainer	20.00-35.00	20.00-35.00
Fitness Program Instructor	20.00-40.00	20.00-40.00
Fitness Coordinator	16.00-25.00	17.00-26.00
Preschool		
Preschool Instructors	13.00-20.00	15.00-22.00
Class Aides	12.00-18.00	12.00-19.00
Regent Center		
Active Adults Attendant	10.00-17.00	11.00-18.00
Program Instructor	15.00-35.00	15.00-35.00
Special Events/Rentals		
Facility Rental Supervisors	14.00-20.00	15.00-22.00
Party Attendants	10.00-17.00	11.00-18.00
Staff Meeting Rate	$10.00	$11.00
Golf Operations & Maintenance		
Bartender	10.00-13.75	11.00-14.00
Beverage Cart Attendant	10.00-11.00	11.00-12.00
Cart Attendant	10.00-13.50	11.00-14.50
Cook Supervisor	14.00-18.00	15.00-19.00
Pro Shop Attendant	10.00-13.50	11.00-14.50
Starter/Ranger	10.00-12.00	11.00-12.50
Business and IT Services		
Risk Manager	18.00-30.00	18.00-30.00
IT Support	20.00-30.00	20.00-30.00
AP Clerk	16.00-25.00	17.00-26.00
Marketing		
Marketing Assistant	16.00-22.00	17.00-26.00
Diamond Lake		
Boat Ranger weekday	11.00-15.00	11.00-16.00
Boat Ranger weekend	15.00-18.00	15.00-19.00

MUNDELEIN PARK & RECREATION DISTRICT

BOARD MEMORANDUM

December 28, 2020 Regular Board Meeting Agenda Item

To: Board of Commissioners

From: Ron Salski, Executive Director
Debbie McInerney, Superintendent

Date: December 21, 2020

Subject: Approve of Semi-Annual Executive Session Minutes

Background

As required per Park District Code, the Board is required to review Executive Session minutes to determine whether specific minutes should be released or continued to be placed on hold.

Analysis/Considerations

Attached are a summary of the minutes to be held. At this time, staff is not proposing to release any minutes.

Recommendation

Executive Director is recommending approving the list.

Action and Motion Requested

Move to approve the attached Executive Summary minutes not to be released.

Executive Session Minutes to release:
None

Executive Session Minutes to hold:
September 11, 2006 – Personnel
November 11, 2006 – Personnel
December 5, 2006 – Personnel
December 6, 2006 – Personnel
April 28, 2008 – Pending Litigation and Employee Compensation (hold pending litigation)
June 14, 2010 – Acquisition of Real Estate
September 13, 2010 –Acquisition of Real Estate
April 25, 2011 – Employee Compensation, some items previously released
May 23, 2011 – Employee Compensation, some items previously released
February 13, 2012 – Personnel, some items previously released
March 26, 2012 – Personnel, some items previously released
June 11, 2012 – Employee Performance
June 25, 2012 – Employee Performance
September 9, 2013 – Employee Compensation
October 28, 2013 – Acquisition of Real Estate
April 14, 2014 – Acquisition of Real Estate, some items previously released
June 9, 2014 – Acquisition of Real Estate
November 24, 2014 – Employee Performance
April 13, 2015 – Employee Performance
September 28, 2015 –Acquisition of Real Estate
March 14, 2016 – Keep portion relating to Personnel, some items previously released
May 9, 2016 – Acquisition of Real Estate and Succession Planning
July 25, 2016 – Acquisition of Real Estate and Employee Compensation
August 8, 2016 – Employee Compensation
October 10, 2016 – Acquisition of Real Estate, some items previously released
October 24, 2016 – Acquisition of Real Estate
November 28, 2016 – Employee Performance
April 10, 2017 – Employee Performance
August 28, 2017 – Real Estate and Personnel (keep real estate portion)
February 12, 2018 – Personnel
March 12, 2018 – Personnel
March 26, 2018 – Real Estate, Personnel, Imminent Litigation
July 23, 2018 – Real Estate
March 25, 2019 – Real Estate
April 22, 2019 – Personnel & Real Estate (keep real estate portion)
July 8, 2019 – Real Estate
August 12, 2019 – Real Estate
October 14, 2019 – Real Estate
November 11, 2019 – Real Estate
November 25, 2019 – Real Estate
December 9, 2019 – Real Estate & Personnel (release personnel discussion)
December 23, 2020 – Real Estate & Personnel (release personnel discussion)
February 10, 2020 – Real Estate
February 24, 2020 – Real Estate & Personnel (release personnel discussion)

March 16, 2020 – Real Estate & Personnel
April 27, 2020 – Real Estate
August 10, 2020 – Real Estate
September 14, 2020 – Real Estate
October 12, 2020 –Personnel
October 26, 2020 – Personnel
November 9, 2020 - Personnel

Reviewed December 28, 2020

MUNDELEIN PARK & RECREATION DISTRICT

To: Board of Park Commissioners

From: Bill Brolley, Golf Operations Manager

Subject: Steeple Chase Operations – December 2020

	2020	Budgeted	2019
Golf Revenue (Nov. Totals)	$ 68,573	$39,290	$ 7,428
Merchandise (Nov. Totals)	$ 7,189	$ 2,408	$ 1,659
Food & Bev. (Nov. Totals)	$ 7,286	$ 1,591	$ 1,176
Miscellaneous (Nov. Totals)	$ 11		$ <35>
Gift Card (Nov. Totals)	$ 992		$ 932
Total Rev. for the month of November	$ 84,051	$43,289	$ 11,160
Merchandise (Dec. 1-17)	$ 4,066		$ 1,738
Gift Card (Dec. 1-17)	$ 3,603		$ 6,590
Total Rev (Dec. 1-17)	$ 7,669		$ 8,328
Golf Revenue (y.t.d.)	$1,073,796		$1,002,758
Merchandise (y.t.d.)	$ 92,729		$ 89,072
Food & Bev. (y.t.d.)	$ 143,270		$ 176,950
Miscellaneous (y.t.d.)	$ 6,585		$ 10,012
Gift Card (y.t.d.)	$ 25,359		$ 27,847
Total Rev. (Y.T.D. 12/17)	$1,341,739		$1,306,639
Paid rounds (Nov)	1,694		202
Paid rounds year to date (12/17)	23,181		21,121

Year to Date to the end of November vs. Budget projections at the end of November

	Budget	Actual YTD 11/30
Fund Surplus (Deficit)	$130,256	$191,986

November Comparison for the past 5 years

	2016	2017	2018	2019	2020
Total Revenue	$59,986	$25,640	$14,232	11,160	$84,051
Rounds	898	1,197	259	202	1,694

After the two worst Novembers (2018 & 2019) as far as revenue, 2020 was the best November Golf Club have ever had as far as revenue and rounds. Rounds were up almost 1,500 compared to 2019 and revenue was up almost $73,000 compared to 2019. As far as revenue to budgeted expectations for the month of November, Golf Club was up over $48,000. December so far has good with a lot of club sales and gift card sales.

Year in review: Golf Club opened up earlier than we have ever opened up on March 8th only to be closed down a few days later because of Covid 19. Closed all of April and starting having major restrictions on golf in May. May we could only have twosomes walking every 15 minutes until the last three days of May. Since June 1, Golf Club had the most rounds since 2003. The fall definitely was one of the best in a long time.

Staff installed the hitting net up the week after we closed. The Golf Club has had a few guys using it so far on a semi-regular basis.

The carts are all gone and being stored at the E-Z Go warehouse.

Have a nice Holiday Season

MUNDELEIN PARK & RECREATION DISTRICT

STEEPLE CHASE GOLF CLUB – GOLF MAINTENANCE

To: Board of Commissioners

From: Marcus Kivisto, Assistant Golf Course Superintendent

Subject: Board Report – December 2020

Late fall and into early winter has been dedicated to preparing the golf course for the winter months, finishing trap renovations, and tree trimming/removal throughout the property.

Preparing the golf course for the winter months started the first week in December after closing. Staff removed all course accessories from the golf course and began the restoration process that will continue for most of the winter when work outside cannot be completed. Snow mold applications on greens, tees, and fairways was completed Wednesday December 2nd as well as our winter gypsum application. With the increased amount of cart traffic this season fertilizer applications were made to rough and high cart traffic areas as well as dormant feed applications to greens, tees, and fairways to help with recovery and early spring green up.

The sand trap renovations have been completed as planned. With good weather for much of November and into December staff was able to complete the large trap in front of #4 green, repair the drainage in the trap left of #9 green, and add sand to traps previously completed during this renovation. This fall season staff has increased the playability of 14 traps in total the most that has ever been completed in a season during this renovation. At this time all trap renovations on the golf course have been completed. Going forward future trap work will consist of flushing existing drain lines, adding drain lines when needed, monitoring sand depth, and trap edging.

Earlier this season staff began identifying select trees for trimming in playable areas as well as full trees for removal this winter. December 9th staff started the labor intensive project of clearing the brush in front of #10 tees and around the pond. As mentioned previously site lines are a big part of playability especially from tee to fairway. The white tee will benefit the most from this project not only from a playability standpoint but from a turf quality standpoint as well. For much of the last few years staff has been unable to use the left side of the white tee because of trees and brush impeding shots to the fairway. As a result the turf quality has suffered on the

right side of the tee because of overuse and increased play. As of December 18th the first phase of this projected has been completed and the progress can be seen below.

MUNDELEIN PARK & RECREATION DISTRICT

BUILDINGS AND GROUNDS

To: Board of Commissioners

From: Derek Solberg, Superintendent of Buildings and Grounds

Subject: Buildings and Grounds Department Report – December 2020

Since March custodial work has been a priority throughout all District facilities. Park and Facility Maintenance team member Tony Elsasser has been assigned to this work routinely in an effort to increase the frequency that each site is attended to and allow for more deep cleaning. Tony and custodian Elizabeth Bedolla have done an excellent job of keeping all buildings clean and ready to go each day.

The Maintenance Facility office has received some needed renovations in the past month. Primarily the space had water damage issues that have been addressed. In addition storage space has been updated, more efficient lighting has been installed and it has been painted. Two sides of the small garage at the Maintenance Yard were re-sided using metal siding that the District had in stock thus significantly lowering the cost. Portions of Big and Little have been repainted recently while causing minimal interruptions to the facility operations. At Cambridge Country Park the small shelter next to the playground has been supplied with a metal roof.

Grounds care besides mowing is the focus recently. A tree work list builds over the course of the year. While there are situations that require immediate attention throughout each year much of the work is delayed until winter. Staff work on shortening the list this time of year. Natural areas management is ongoing as well. Many sites were mowed in the late fall. Routine winter prep for snow and ice removal, winter signage, sled hill fencing and other seasonal items are in place.

The annual equipment lift inspections have been completed for the auto lifts at the Maintenance Yard and Steeple Chase Golf Maintenance. Grounds equipment has been power washed, detail cleaned, winterized and stored. Select implements have been sandblasted and repainted to keep a professional appearance and increase their useful life.

MUNDELEIN PARK & RECREATION DISTRICT

BUSINESS SERVICES & TECHNOLOGY

To: Board of Commissioners

From: Debbie McInerney, Superintendent of Business Services and Technology

Subject: Board Report - December 2020

Finance

The draft 2021 budget was initially provided to the board on November 23, 2020 and was made available for public review. The Tax Levy ordinance was approved by the Board on December 14, 2020 and was filed with the County on December 15. 2020. The final 2021 budget will be adopted via the Budget & Appropriation Ordinance at tonight's meeting, December 28, 2020.

The Mundelein Park & Recreation District received $120,604.07 from Lake County as part of the CARES Act Coronavirus Relief Fund. And additional $160,000.00 was received from Lake County as part of the Childcare CARES Act Grant. Special thanks to Accounting Clerk Lety Ellsworth, and Accounts Payable Clerk, Nina Bye for their detailed work and efforts to secure these grants.

Human Resources

HR Manager, Sarah Bannon, completed the payrolls for the periods of 11/08/20 for 159 employees, 11/22/20 – 12/05/20 for 148 employees, and 12/06/20 – 12/19/20 for 141 employees.

The new timekeeping system is being tested and parallel payrolls are being performed.

Recruitment continues for Athletics, Child Development, Dance, Fitness, and Golf Course Superintendent.

IT

IT has responded to general user tickets, phone issues, and support for remote work environments.

Risk Management

An independent safety review for golf operations and maintenance was performed by Tom Grey of Grey and Associates on December 8, 2020. It was a good visit with focus on safety philosophy, corrective action and closure related to the specific incident. A standard was prepared for the District to follow when trenching & excavating.

The annual inspections for the vehicle lifts were conducted at the Parks garage and Golf Maintenance garage. The annual inspection of the Aboveground Storage Tanks was also conducted. No discrepancies were noted.

Record Management work included preparing documents for storage and future, appropriate disposal for Aquatics (2015-2019) and Regent Center (2016-2019).

Disseminated state and CDC updates for the COVID-19 Quarantine Guidelines. This required changes to: MPRD Exposure Plan, MPRD Employee Protocols, MPRD Decision Matrix and the training lesson plan.

Annual Federal Motor Carrier Safety Administration Clearinghouse queries for the four CDL staff were made on December 3, 2020.

Property Loss Report

Nov 16	Heavy gusts of wind pulled steel poles out of the ground and/or snapped or bent a few out of the hitting net at Steeple Chase – plan to repair/replace in-house in spring 2021	
Nov 12	Wind storm took down a dedication tree at Kracklauer park	Labor: $184 Tree: $200 Total: $384

Accident/Incident Summary

None.

Employee Injury/Illness

None.

MUNDELEIN PARK & RECREATION DISTRICT

RECREATION

To: Board of Commissioners

From: Matt LaPorte, Superintendent of Recreation

Subject: Recreation Report – December 2020

With the Governor's latest restrictions going into effect in late November, most of the recreation programs have been put on pause through the end of the year. Approximately three weeks of programming has been impacted. Recreation staff converted as many programs as possible into private lessons, such as the swim lesson program; or switched to an online format. Some refunds were processed for the programs that could not be modified. Staff is anticipating a return to in-person classes around January 18. Whenever possible, Recreation Supervisors stepped into direct service roles and covered desk shifts, instructed private lessons, or staffed gym rental hours in an effort to reduce part-time wage expenses at the end of the year. Separately, staff has begun the preparation for the summer brochure. Once again this will be a printed brochure and will reach residents April 7 with registration beginning the following week. Last, Registration staff is ready to begin accepting applications for boat launch passes starting January 4.

Programs

Athletics

Athletics programs have been paused. Staff is ready to resume the youth basketball program in January, and is prepared for a variety of league format changes in order to fit the season in before spring.

Rec Connection, Camp & E-Learning

The E-Learning program has been running through sixteen weeks. The program will take a break over the next two weeks for the holidays and resume on January 5. There are currently 60 children enrolled in the program. Enrollment continues to decrease on a weekly basis by an average of two children. On November 30, staff closed the Washington School site in an effort to reduce expenses. In anticipation of a return to school in the early part of 2021, staff is prepared to adjust the E-Learning program to match the school's hybrid model of learning.

Preschool & Child Care

Big & Little Child Care currently has 42 children enrolled; 20 are full-time and 22 are part-time. Three new children will enroll in January, one of which is full-time. Denise LaBeef is retiring from the District after 20 years of service. Her last day will be December 30.

The Learning Center Preschool held their Holiday Celebration on Thursday, December 17. The program will be on break through the holidays and will resume January 4.

Dance
Dance classes were able to be moved to the virtual platform to finish out the fall session of the program. The normal winter, holiday break was extended from two to three weeks. Staff will be continuing with virtual classes through the first part of January in hopes of getting back into in-person classes in late January. Dance Coordinator Heather Burnes is searching for alternative spring recital locations in case the high school is not available.

Cultural Arts
The Cultural Arts classes have been able to be modified to accommodate an online format and avoid refunds. Recreation Supervisor Kelli Schillaci arranged for the supplies for the competition based cooking classes to be picked up at the Community Center and videos with directions to complete the culinary creations were sent out to the families to follow along. Judging was done by staff and results posted on social media.

Events & Parties
On December 17, Santa Claus took a few minutes out of his busy schedule to make a few video calls with several lucky children. The children spent a few valuable minutes firming up their status on the good boys and girls list and making one last pitch for their top Christmas List request. It was quite magical to hear the excitement in their voices and see the smiles on all the children's faces. Recreation Supervisors Marissa Moravec and Kelli Schillaci are working on a number of ice rink events for January and February. Dates and details will be finalized soon. Staff is looking to offer a number of family-oriented skating events to promote the rink. Events include skating with mascots and Disney characters, hockey skills challenges, a Valentine's Day event, and special dates featuring Hot Chocolate and Cookie giveaways.

Rentals
Facility rentals continued despite the restrictions currently in place. Renting organizations modified their group sizes and practice structures to fit within the guidelines and continue to use the gyms. Available times at Dunbar and Carl Sandburg gymnasiums are nearly fully rented and even the Community Center gymnasium was rented out in November to bring in additional revenue. A final summary of gym rentals for 2020 will be included in the January Board Report. Additionally, Mundelein Soccer Club rented the lights at the softball fields for practices in November and December for a total of 25 hours for revenue of $875. MBSA has started their winter workouts at Carl Sandburg gymnasium. MBSA is renting the gym out on Sundays at 10 hours at a time.

Facilities

Active Adults
Regent Center Memberships are now available for purchase. Membership forms can be picked up at the Regent Center or printed off the website. Forms are accepted in person or can be mailed in. New for this coming year, memberships can be purchased online. This added option is perfect for those who have gained comfort with technology over the past year and do not want the added trip of coming to the Regent Center at this time. Virtual programs, trips and exercise classes have

remained moderately successful and have helped attract several new members from other communities whose centers have not offered similar opportunities. November saw an average of 28 members engaged in daily programs. Looking ahead to next year, Supervisor Moravec began recruiting volunteers to serve on the Regent Center's Senior Advisory Council. The council will consist of 5-7 participants who will represent the interest of all members and give the members an active voice in the selection of services and programs offered.

Aquatics
Preparations for the summer 2021 season have begun. Staff has been meeting with aquatic operators from around the metro area to gain ideas on how what other agencies are planning for the summer. Staff is expecting this summer to be less restrictive on group sizes than 2020 but still not back to normal standards. An analysis of admission fees is being conducted and a recommendation on 2021 Barefoot Bay daily admission rates will be presented in January for approval. Thanks to the effort of Aquatics Supervisor Gwendolyn Fuesz, many refunds in the swim lesson program were avoided. Supervisor Fuesz quickly converted the remaining sessions into private one on one lessons with Fuesz teaching the majority of them herself to save on part-time wages. Patrons were very appreciative of this opportunity and effort by the staff.

Fitness
Currently, the Fitness Center is open at 25% capacity. Group exercise classes are on pause and lap swim is limited to one person per lane. Fitness memberships continue to decline, but the rate of decline has slowed since October. Through the end of November memberships have sunk below 1400 members for the first time since August 2019. Staff has introduced a new short-term membership option to attract new members. The pass, lasting 30 days, will cost $35 per individual. This pass will hopefully serve as a bridge until consumer confidence is fully restored and normal 12 month commitments become commonplace. Last, the windows along the track were replaced during the first week of December, at the same time the one window that was previously broken was also replaced.

Mundelein Parks Foundation

The Foundation balance is $36,175.65. The foundation received Amazon Smile deposits totaling $159.25. A check for $389.50 was written to the District for the reimbursement of four scholarship requests for recreation programs for youth.

Recreation Advisory Committee

The final meeting of the Recreation Advisory Committee was held on Thursday, December 3, at 6:00 pm. Staff and committee members in attendance drafted a list of facility and program benefits to be presented to the Board of Commissioners in January for approval. Staff provided an update on the District's response to the latest restrictions. The committee offered a list of post-pandemic suggestions to rebuild participation in programs. The committee reviewed a draft of the community survey and provided feedback on the questions. The committee and staff also discussed gymnasium and facility rentals and suggested which groups should receive priority. Recommendations will be incorporated into a formal policy, which will be drafted in 2021. Staff presented the new Big & Little Child Development Center logo and provided a review of the upcoming renovations within the facility. The committee provided recommendations for staff for

2021, including the development of additional outdoor winter activities. The committee also requested taking tours of recreation facilities and major parks to increase understanding of the District's offerings. Additionally, the committee made a recommendation that staff require Recreation Advisory Committee members to attend at least four of six meetings annually to continue participation on the Committee. Last, the committee recommended the District, in conjunction with the Illinois Association of Park Districts, lobby the Governor's Office to communicate summer 2021 restrictions in advance to aid in planning for camps and aquatics.

The next Recreation Advisory Committee will meet on February 10, 2021 at 6:00 pm.