

MUNDELEIN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING
Monday, June 26, 2017
7:30 p.m.

AGENDA

Call To Order:

Pledge of Allegiance:

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

Approval of Minutes: Committee Meeting June 12, 2017
Regular Meeting June 12, 2017

Approval of Disbursements: Warrants 061517, 061617,
061917, 062017, 062617 = \$ 565,065.80

Financial: May

Police Report: May

Correspondence:

Old Business:

New Business:

1. Approval of 2016 Treasurer's Report
2. Intergovernmental Agreement with Village of Mundelein for the Purchase for Real Estate

Board Business:

Staff Reports:

Service Anniversaries: Mickey Kokinis 2003 (14)

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

Action on Items Discussed in Closed 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 names 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 Chair determines the allowing a speaker to address the Board again will contribute new testimony or evident germane to an issue on the agenda for that meeting.
- C. Unless a representative spokesperson is appointed in the manner described in rule E, 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 comment; and (iii) whether the subject matter is germane to an item on that meeting's agenda. Any person identified as being represented by a group spokesperson shall be deemed to have waived their opportunity to speak independently unless the Chair determines that allowing such a speaker to address the Board will contribute new testimony or evidence germane to an issue on the agenda for that meeting.
 - 1. A representative spokesperson who timely files a complete appearance form to speak on a matter germane to the agenda shall be permitted to speak for three (3) minutes for each person being represented, up to a maximum of fifteen (15) minutes.
 - 2. A representative spokesperson who timely files a complete appearance form to speak on a matter not germane to the agenda shall be permitted to speak for three (3) minutes for each person being represented, up to a maximum of nine (9) minutes.
- E. The Board shall not respond to questions posed during public comment. All questions shall be recorded by the Board secretary and a response shall be presented either during the next regular Board meeting or in writing before such meeting.
- F. All comments must be civil in nature. Any person who engages in threatening, slanderous or disorderly behavior when addressing the Board shall be deemed out-of-order by the presiding officer and his or her time to address the Board at said meeting shall end.

Approved 4/14/2014 Board Meeting

Mundelein Park & Recreation District
Committee of the Whole
June 12, 2017

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. by President DOLAN.

Present were Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA. Staff present included Executive Director RESNICK and Superintendent of Business Services & Technology MILLER.

Executive Director RESNICK recapped the bids for the replacement of two HVAC units at the Community Center. The low bid was within budget.

The State has published new rates for the Prevailing Wage Ordinance and they are included in the ordinance presented to the Board.

Executive Session minutes were reviewed and two sets of minutes are recommended for release as they are no longer confidential.

Executive Director RESNICK shared photos of the Chalet project. The old structure has been removed and the footings for the new building have been poured.

The District has taken water samples of all drinking fountains. About half of the tests have been returned and there are no problems detected.

Jamie Wilkey of Lauterbach and Amen presented the 2016 Audit and Comprehensive Annual Financial Report. She complimented the District staff on their assistance in preparing the Audit. She said there were no issues and the District had received the Certificate of Excellence again last year. She stated they gave "an unmodified opinion" which is the highest level issued. She reviewed the General and Recreation Funds and stated the healthy fund balance is beneficial when issuing debt. There are two comments in the Management Letter. One refers to GASB 74 which will be implemented in 2018. This will require an actuarial to calculate the potential liability of retiree health benefits. The other points out the District went over budget in the Debt Service Fund. This was due to the issuance of bonds last year.

President DOLAN said he attended a client meeting hosted by Ancel Glink. He reviewed the discussion about allowing drones at specific locations, issuing parking tickets by the Police Department and including 5 ILCS 120/2 (c)(2) for Executive Session. Staff will look into these three topics and report back to the Board.

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

Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, JUNE 12, 2017 AT 7:30 P.M. AT THE
MUNDELEIN COMMUNITY CENTER ADMINISTRATIVE OFFICES,
1401 NORTH MIDLOTHIAN ROAD, MUNDELEIN, ILLINOIS**

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

He then directed the secretary to call the roll. Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA were present. Staff present included Executive Director RESNICK and Superintendent of Business Services & Technology MILLER.

Commissioner McGRATH moved to approve the minutes of the Committee Meeting, Regular Meeting and Executive Session minutes from May 22, 2017, second by Commissioner ORTEGA. President DOLAN repeated the motion and asked if there were any corrections or additions and none were made. A roll call vote was taken with Commissioners McGRATH, ORTEGA, FRASIER, KNUDSON and DOLAN voting yes.

Commissioner FRASIER moved to approve Warrants 052317, 052417, 052517, 052617, 053117, 060217, 060317, 060517, 060617 and 061217 in the amount of \$484,689.02, second by Commissioner ORTEGA. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, ORTEGA, KNUDSON, McGRATH and DOLAN voting yes.

President DOLAN said a thank you letter was sent to Kelsey Langelier thanking the Village for their donation of trees and a thank you letter was received from recently retired Assistant Village Administrator Mike Flynn.

Commissioner ORTEGA moved to accept the low bid of \$26,825.00 from Cahill Heating & Air for the purchase of two HVAC units for the Community Center, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners ORTEGA, McGRATH, FRASIER, KNUDSON and DOLAN voting yes.

Commissioner KNUDSON moved to approve Ordinance 17-06-01 Prevailing Wage Ordinance, second by Commissioner ORTEGA. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners KNUDSON, ORTEGA, FRASIER, McGRATH and DOLAN voting yes.

President DOLAN congratulated Linda Miller and staff for the clean audit. Commissioner FRASIER moved to accept the 2016 Audit and have it submitted to the State Comptroller's Office and Lake County Clerk's office, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, McGRATH, KNUDSON, ORTEGA and DOLAN voting yes.

All sealed Executive Session Minutes have been reviewed and presented for release if no longer confidential. Commissioner KNUDSON moved to release Executive Session minutes that are no longer confidential from April 28, 2008 and April 13, 2009, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners KNUDSON, McGRATH, FRASIER, ORTEGA and DOLAN voting yes.

Under Board Business, Commissioner FRASIER shared two articles from today's Daily Herald. Both dealt with the summer lunch program and the donation of a gazebo at Gordon Ray Park. Commissioner KNUDSON said the dedication ceremony was very nice and the impact of this program was wonderful.

There being no further business, Commissioner ORTEGA moved to adjourn at 7:37 p.m. second by Commissioner McGRATH. The motion was unanimously approved.

Secretary

**MEETING REMINDER
MONDAY, JUNE 26, 2017**

**7:00 p.m. Committee Meeting
7:30 p.m. Regular Board Meeting**

Action Items

Old Business

New Business

1. Approval of 2016 Treasurer's Report
2. Intergovernmental Agreement with Village of Mundelein for the Purchase of Real Estate

Updates

1. Chalet Project Update and Name
2. Personnel Policy Manual
3. Police Report

New Business

Enclosed is an IGA with the Village of Mundelein for the purchase of 102 Goodwin Place. The agreement requires the Park District to pay all back taxes and direct costs incurred by the Village to acquire the land. The direct costs are \$7,863.99 and back taxes are a little over \$30,000. Our attorney is seeking relief from the County on the back taxes, but there is no guarantee this will be successful.

Staff recommends approval of the Intergovernmental Agreement with the Village of Mundelein for the purchase of 102 Goodwin Place.

The 2016 Treasurer's Report is enclosed. This is a statement of receipts and disbursements for the District for the last fiscal year. In the past, the Board needed to formally adopt this document and it was published in the newspaper. The law changed a few years ago and publishing in the newspaper is no longer required, but the Board still must approve the Treasurer's Report and a notice is published in the newspaper stating the Audit has been filed with the County and is available for review.

Staff recommends approval of the 2016 Treasurer's Report.

Updates

The Chalet project is on schedule, even with all the rain we had this spring. Enclosed are photos of the foundation. Construction of the walls is scheduled to begin June 26. The Board will need to determine a name for the building so that letters can be manufactured. Does the Board have any preferences yet?

Vice President Ortega and I met three times to review the suggested changes for the Personnel Policy Manual. All comments have been shared with the attorney and I am hoping to have the Manual to the Board for approval at the July 24 meeting.

The May Police report is enclosed.

Annual Treasurer's Report (Statement of Receipts and Disbursements)
Mundelein Park and Recreation District
For The Fiscal Year Ending December 31, 2016

Revenue Summary: Taxes 4,307,801; Charges for Services 4,289,871; Interest 12,056; Impact Fees 261,545; Debt Issuance 4,000,000; Premium on Debt Issuance 310,746; Miscellaneous 494,586 **TOTAL: \$13,676,605**

Compensation Summary: Payroll under 25,000 - Abonce, Stephanie; Adams, Ashley; Adams, Breanna; Ader, Jordan; Aguilar, Kassandra; Alberts, Douglas; Allen, Jerry; Anderson, Rebecca; Arata, Brian; Arnone, Joseph; Arrigo, Molly; Atkinson, Rebecca; Bagatti, Kelly; Baranowski, Jill; Barbacovi, Kendall; Barber, Beth; Barnes, Tyrone; Bauer, Kathryn; Beck, Carson; Bestler, John; Black, Duncan; Blake, Lauren; Blake, Rolin; Blennerhassett, JoAnn; Blough, Dawn; Bockrath, Megan; Boelens, Noah; Boyke, April; Branson, Sydney; Brolley, John; Broniec, George; Brouillette, Danielle; Brown, Alexis; Brown, Kiesha; Brueckbauer, John; Brueckbauer, Nerissa; Buechner, Max; Buenaobra, Regine; Bullington, Caroline; Burnes, Heather; Burtz, Alexander; Busscher, Brittany; Busscher, Karlee; Cabanban, Linda; Camarillo-Meneces, Ricio; Cameron, Claire; Campbell, Elise; Campos, Francisco; Cancelli, Kaila; Capasso, Diane; Cappuccilli, Dominic; Capuzzo, James; Carbine, Parker; Cerny, Aman; Chin, Debbie; Chin, Karen; Clayson, Kathryn; Cleaveland, Jerry; Clift, John; Clow, Joseph; Cobb, Lisa; Coleite, Tonya; Collins, Chase; Collins, Margaret; Coonan, Kaitlyn; Copado, Leonardo; Cornejo, Ian; Costakis, Claire; Counihan, Gary; Coutre, Nanette; Coyle, James; Craven, Kaitlin; Cristino, Analise; Cromer, Mary; D'Ambrose, Tyler; Daab, Annelise; Daoey, Justin Chase; David, Bonnie; Dawson, Jonathan; DeJesus, Isabel; DeMarco, Daniel; DeMarco, Madilyn; Dee, Samantha; Delaquila, Dylan; Demaree, Mark; Devito, Maria; DiCristofano, Michaela; Dobrogowski, Pamela; Doering, Kristin; Doering, Shannon; Dolan, Thomas; Dolejs, Ronald; Doshier, Tiffaney; Duent-Poggy, Sindy; Duffy, Joseph; Duncanson, Dakota; Dunevant, Eric; Dunlap, Annika; Duong, Angelina; East, Katherine; Eiserman, Amy; Eiserman, Erin; Ellwing, Calley; Elser, Jeanine; Engdahl, Debra; Engdahl, Eric; Erickson, Elise; Escondo, Nicholas; Espino, Jose; Favors Jr, Orlando; Fedrigon, Dawn; Figueroa, Jesse; Filicette, Jamie; Finerty, Katie; Fiore, Anthony; Fiore, Filomena; Fisher, Ethan; Flemming, Abigail; Foster, Kathleen; Friese, Nathan; Gallegos, Guadalupe; Garcia, Amanda; Gaughan, Sharon; Gauna, Jennifer; Gauna, Kaitlyn; Girard, Alexandra; Gober, Nathan; Godellas, Nicole; Gokan, Cody; Golebiowski, Nicholas; Gonzales, Michael; Gonzalez, Jake; Goodson, Alana; Grady, Adrian; Greenberg, Daniel; Griffin, Daniel; Gruber, Kathryn; Hagman, Cara; Halbur, Nick; Haley, Sarah; Hall, Jake; Ham, James; Hamilton, Kelly; Happ, Chris; Harmon, Regan; Harmon, Riley; Haviland, Ellie; Hay, Emily; Heelan, Gianna; Heflin, David; Helander, Katherine; Hernandez, Erasmo; Hidrogo-Serrano, Juvey; Hiegel, Katherine; Hirst, Steven; Hoenig, Justin; Hoffstadt, Jennifer; Homa, Philip; Homsey, Susan; Horvat, Jacob; Howorka, Steve; Hull, Aileen; Humbert, Kayla; Hurley, Patrick; Hutten, Nicklas; Jablonska, Joanna; Jacobs, Elizabeth; Johns, Jacqueline; Johnson, Connor; Johnson, Jacob; Johnson, Jessica; Johnson, Yasmeen; Juan, Carlos; Kainrath, Sarah; Kalcsics, Janet; Kelly, Kevin; Kenyon, Jakob; Ketzner, Debbie; Ketzner, Steve; King, Carter; Klahs, Caleb; Kledzik, Karly; Knop, Jennifer; Koeller, Kyle; Kosmach, Shane; Kriewaldt, Joy; Kurowski, Gerald; LaBello, Lauren; Laird, Don; Langlie, Jacob; Larsen, Quinn; Lau, Christopher; LeGoff, Elizabeth; Lee, April; Lee, Sabrina; Lee, Vivian; Lemerand, Chloe; Lemmer, Julie; Linane, Mackenzie; Loizzo, Amy; Lovell, Andrew; Loverde,

Isabella; Loverde, Julia; Lubor, Samuel; Ludwick, Lorraine; Lukacs, Frank; Luu, Nhan; Lydon, Donald; Lynn, Patricia; Magnuson, Christine; Maki, Karin; Malstaff, Christine; Maranto, Kyle; Marcos, Daniel; Marcos, John; Marcotte, Matthew; Martin, Robert; Mathy, Robert; May, Corey; McFadden, Kim; McInerney, Debra; McInerney, Patrick; McKenna, Anne; McMahan, William; McSorley, Kelli Anne; Meister, Emily; Melchiorre, Louis; Mellon, Laura; Melnick, Lorien; Mendioro-Ongcal, Bradley; Miller, Jill; Miller, Natalie; Milton, Angeline; Milton, Madeline; Milton, Margaret; Modi, Jahnvi; Monahan, Michael; Moon, Richard; Morabito, Grace; Morrison, Daniel; Morrisroe, Gretchen; Mound, James; Moylan, Stephen; Munnings, Julie; Munoz, Bianca; Murphy, Megan; Nation, Dennis; Nelson, James; Nelson, Jody; Neumann, Austin; Nickel, Adeline; Nieckula, Emily; Niemotka, Samson; Ning, Ken; Nissen, Carli; Nitti, Alessandra; Nitti, Nicole; Nootbaar, Laura; Norris, William; Novander, Corey; Nozicka, Sam; Nunez, Carlos; Nunez, Elizabeth; O'Connell, Candy; O'Connor, Erin; O'Connor, Maureen; O'Neill, Erin; O'Sullivan, Katarzyna; ODonoghue, Michael; Obispo, Stacy; Oboikowitch, John; Ohashi, Kai; Oliver, Jessica; Oliveros, Maria; Olk, Kailyn; Olsen, Michaela; Olson, Amanda; Olson, Tyler; Orszula, John; Ouimet, Tracie; Owens, Lauren; Ozimek, Katie; Ozimek, Lauren; Pantelic, Sava; Parduhn, Emily; Paredes-Rodriguez, Eufemio; Parlov, Olga; Parola, Pamela; Patel, Avni; Pauly, Bryce; Petersen, Margaret; Peterson, Jessica; Peterson, Karen E; Peterson, Meghan; Peterson, Merrill; Petlak, Holly; Petros, Sophie; Philbrick, Brendan; Philbrick, James; Pina-Maldonado, Salvador; Piontowski, John; Pocasangre, Lori; Poletto, Robert; Poletto, Sue; Prajapati, Nishi; Pribyl, Tess; Quint, Gillian; Rankin, Sean; Rappe, Emma; Rapplean, Andrew; Rapplean, Emma; Rasmussen, Clare; Ray, Sommer; Raye, Kayla; Readdy, John; Reblin, Luke; Regan, Timothy; Rehor, Breanna; Rehor, Marissa; Rehor, Stephanie; Reitz, Alyssa; Rejman, Brian; Renz, Linda; Renz, Liza; Renz, Lucy; Reynolds, Matthew; Ringham, Dylan; Rivera, Isaias; Rivi, Shari; Robinson, Erica; Rodriguez, Josselin; Rogers, John; Roques, Patricia; Rossi, Ariana; Rossi, Talia; Rossi, Yesenia; Ruhlmann, Samuel; Ryan, Caitlin; Sacca, Rachel; Sachnoff, Sari; Salamanca, Edna; Salse, Adriana; Samson, Emily; Sawchuk, Daniel; Sawchuk, Jessica; Schar, Cord; Schawel, Cary; Scheuer, Daniel; Scheuer, Nicholas; Schober, Marissa; Schott, Brandon; Schroeder, Erynn; Seeger, Nolan; Siegle, Katherine; Sierzputowska, Jakub; Sierzputowska, Karolina; Sizemore, William; Slack, Clayton; Smith, Dylan; Smith, Kelli; Smith, Marianne; Smola, Meredith; Sneyd, Judith; Sorby, Gina; Soto, Fernando; Soto, Refugio; Specht, Carol; Specht, Julie; Specht, Sara; Stafiej, Madeleine; Starck, Christopher; Starck, Katherine; Stark, Amy; Stark, Lacey; Staufenbiel, Kathy; Staufenbiel, Rachael; Steinbeck, Benjamin; Stith, Kevin; Stivers, Charlotte; Stolt, Mallory; Stone, Marybeth; Stoy, Samuel; Swanson, Alec; Swanson, Ann; Swanson, Brandon; Swanson, Bridget; Swanson, Colleen; Swiatkiewicz, Michelle; Tatsuguchi, Nicole; Tazioli, Laura; Teehan, John; Teehan, Patrick; Thoennes, James F; Thommes, Margaret; Thommes, Mark; Thompson, Jonathon; Tipperreiter, Monica; Toland, Kelsey; Toland, Nancy; Triebold, Louis; Triebold, Tyler; Tross, Jenna; Troy, Lauren; Turner, Ben; Urban, Stephanie; VanBelleghem, Joseph; VanBelleghem, Steven; VanderMey, Mary; Vastis, Katherine; Vecchie, Michael; Ventrella, Michael; Villanueva, Mikela; Vysotsky, Paul; Watanabe, Kristina; Wells, Matthew; Whelan, Julia; Whelan, Michelle; Whitemarsh, Claire; Wienckowski, Rian; Willman, Ryan; Wingender, Elizabeth; Woodman, Mark; Zepeda, Lucas; Zhang, Jennifer; Zielke, Amanda; Zimmer, Lucile; Zimmerman, Bailey; Payroll 25,000.00 to 49,999.99 Amedio, Michaelene; Bedolla, Elizabeth; Elsasser, Anthony; Gonzalez, Hilario; Hetzel-Barlow, Natalie; Hidrogo, Jose; Jeske, Brian; Kivisto, Marcus; Kokinis, Demetra; LaBeef, Denise; Levine, Candice; Neuwirth, Nathan; Nitti, Anthony; Perinchery, Tessy; Ragland, Scott; Rehor, Cheryl; Vitale, Michael; Wells, Kimberly; Woo, Kyunga; Yoho, Mary;

Payroll 50,000.00 to 74,999.99 Albert, Joe; Costa, Theodore; Gerton, Michael; Graves, Timothy; Hanzel, Richard; Karl, Jonathan; Krauleidis, Michael; Lawrence, Christa; Lohr, April; Nudo-Semsak, Rose; Rogus, Paul; Schleiden, Scott; Tatarowicz, Myra; Yeazell, Steve; Zagodzdzon-Marquez, Adrienne; Payroll 75,000.00 to 99,999.99 Gembara, Laurie; Miller, Linda; Solberg, Derek; Payroll 100,000.00 to 124,999.99 Brolley, William; Doruff, Ronald; Kipp, Rita; Payroll 125,000.00 to 200,000.00 Resnick, Margaret; Payroll Liabilities American Heritage Life Ins. Co 386; Colonial Life 644; Creditbox.Com L.L.C. 435; IRS 931,160; Glenn Stearns Chapter 13 1,920; IMRF 75,429; IMRF 474,798; 4144-Ncpers-II IMRF 1,800; Nationwide Retirement Solution 48,760; Teamsters Local Union 700 161; Security Benefits 31,153; Illinois Department Of Revenue 124,376; Teamsters Local Union 700 8,862; WI Sctf 2,740; Wisconsin Dept Of Revenue 7,852; Wi Sctf 65; **TOTAL: \$5,720,430**

Expenditure Summary: 2XL Corporation 2,930; AT&T 8,906; Accurate Industries 7,490; Ace Hardware 6,810; Action Printing 28,293; Active Network, LLC 32,873; Acushnet Company 52,496; AJU Consulting Inc 4,732; All Amer Uniforms/Supply Inc 2,522; All American Roofing, Inc 34,035; Alpha Media LLC 3,520; Amalgamated Bank Of Chicago 497,390; Ancel, Glink, Diamond, Bush, 3,316; Anderson Pest Solutions 4,418; Apex Landscaping Inc 14,811; Arthur Clesen Inc 18,282; Baseline Youth Sports, Inc 11,666; Batteries Plus LLC 4,442; Berry Tire & Auto 4,228; Breakthru Beverage II, LLC 6,781; Brymax Inc 7,152; APC Store 6,922; Burris Equipment Co 56,734; Cahill Heating, Air Condition-41,840; Callaway Golf Company 4,676; Car-Min Construction Co Inc 23,319; CDW Government, Inc 6,322; Cherokee Printing/Services Inc 3,043; Chicago Tribune 2,506; Chicagoland Paving 114,700; Cisco Systems Capital Corp 6,797; Clarke Aquatic Services, Inc 4,841; Clean Cut Tree Care Inc 13,878; Colley Elevator Co 5,801; Comcast 10,582; Comed 33,340; Commercial Recreation 3,338; Community Education Travel 6,777; Conserv Fs, Inc 71,776; Constellation Newenergy 101,212; Countryside Lake Association 2,850; Cupco Plumbing Inc 7,938; Dell Business Online 3,721; Discount School Supply 2,583; Ferguson Waterworks 4,474; Log On 2 3,120; Dover Straits 2,810; Durham School Services LP 9,468; Dynege Energy Services LLC 38,694; E-Z-Go A Textron Company 13,735; Rita E Argueta 3,000; Creative Stem Learning 4,586; Faulks Bros. Construction, Inc 5,774; Ferguson Enterprise 3,452; FGM Architects Inc 24,604; First Communications, LLC 5,287; Fischer Bros Fresh Concrete 5,892; Fred W Losch Beverage Co 5,204; Furniture Leisure Inc. 7,060; Gear For Sports Inc 5,039; Gold Medal Products 34,002; GPM Enterprises Inc 12,410; GPS Industries LLC 43,610; Grainger 3,286; Groot Industries, Inc 13,876; Grower Equipment & Supply Co 4,715; The Gymnastics Spot Ltd 7,761; Hall of Fame Dance 3,955; Halogen Supply Company Inc 10,877; Harris 8,156; Hawkins, Inc 20,384; Hey And Associates Inc 18,302; Hitz Pizza And Sports Bar 11,003; Hyatt Hotels 6,374; Home Depot Credit Services 5,326; Identity Sportswear 6,900; IDES 19,284; Illinois Shotokan Karate 26,915; Illinois Assoc Of Park Dists 13,685; IL Park Recreation 2,767; Invex Design 3,000; J W Turf, Inc 4,021; JC Licht 4,601; Krueger International, Inc 5,991; Kimball Midwest 4,264; Kloss Distributing Co Inc 16,350; City Beverage Markham LLC 3,517; Laport Inc 2,778; Lauterbach & Amen, LLP 14,300; Lechner And Sons 7,027; The Libertyville Club 2,676; The Lifeguard Store, Inc 4,525; Gayle Glazer 3,364; Manhard Consulting Ltd 2,500; Market Access Corporation 4,465; Marley Services Inc 6,600; MBS Identification Inc 3,026; Mickey's Linen & Towel Supply 2,663; Midwest Tennis Programs LLC 17,928; Midwest Commercial Fitness 16,828; Mundelein Dairy Queen 9,114; Mundelein Parks Foundation 3,839; Mundelein Park & Rec District

5,705; Mundelein Elementary 22,180; Municipal Asset Mgmt Inc 7,941; Neopost Poc 5,761; Nicor Gas 4,146; North Shore Gas 48,971; Nutoys Leisure Products 6,395; Raymond K Ochrowicz 3,750; Old Dutch Sand Co 7,491; Original Watermen 2,718; Paddock Publications 6,363; PDRMA 817,247; Pendelton Turf Supply Inc 24,352; Pepsi Beverages Company 18,098; Perfect Promotions 2,722; Peter Baker & Son Co, Inc 2,506; Praxair Distribution, Inc 4,574; Prime Turf Inc 5,250; M Putterman & Co LLC 4,730; Quality Catering For Kids, Inc 24,421; R A Adams Enterprises, Inc 9,203; Reinders, Inc 116,483; Reinhart Foodservice, LLC 4,501; Russo's Power Equipment Inc 6,795; Sam's Club 2,886; Sawvell Tree Service Inc 5,986; Schuring & Schuring, Inc 4,430; Scientific Aquatic Weed 8,181; Service Sanitation, Inc 7,302; Shogren Fence, Inc 2,862; Signs Now 4,802; Siteone Landscape Supply 2,557; Soil And Material Consultants 3,116; Treetop Products, Inc. 3,378; Sports R Us 17,948; Sportskids Inc 2,973; Sportsmith 5,238; Special Recreation Assc 262,196; Starfish Aquatics Institute 14,670; Interline Brands, Inc 10,907; Sysco Food Svc-Chicago, Inc 42,947; Target 2,800; Taylor Made Golf Company, Inc 3,167; Matthew J Petersen 4,627; Toshiba America Bus Sol Inc 4,876; Toshiba Financial Services 8,141; Turano Baking Company 4,048; Tyco Integrated Security LLC 5,541; Ultimate Distributing 8,131; Unified Concepts, Inc 109,461; University Of St Francis 5,887; USPS - Postmaster Mundelein 12,023; Verizon Wireless 8,102; Village Of Mundelein 8,226; Vlg Of Mundelein Police Dept 50,000; Village Of Mundelein 77,910; Vogue Printers Inc 3,881; Warehouse Direct Office Prod 27,719; Whitewater West Industries Ltd 3,500; Wild Goose Chase Inc 17,825; Yoga Bash Inc 7,633; John Albert Garza 2,653; Expense Disbursements Under 2,500.00 318,976; **Total 4,111,559**

Summary Statement of Condition:

Statement of Revenues, Expenditures and Changes in Fund Balances

	General	Recreation	Debt Service	Capital Projects
Revenues:	4,371,427	4,214,782	500,630	270,723
Expenditures:	4,162,361	4,141,650	498,804	569,950
Revenues Over(Under) Expenditures	209,066	73,132	1,826	(299,227)
Other Financing Sources(Uses):				
Disposal of Capital Assets	7,305	992		
Debt Issuance				4,000,000
Premium on Debt Issuance				310,746
Transfers In				201,000
Transfers Out	(11,000)	(190,000)		
Net Change in Fund Balance:	205,371	(115,876)	1,826	4,212,159
Beginning Fund Balance:	2,099,657	1,358,294	152,383	380,833
Ending Fund Balance	2,305,028	1,242,418	154,209	4,593,352
	Outstanding Beginning of Year	Issued Current Year	Retired Current Year	Outstanding End of Year
Total Debt (Bonds & Installment Contract)	851,042	4,000,000	478,631	4,372,411

I, Wally Frasier, being first duly sworn on oath, depose and state that I am Treasurer of the Mundelein Park and Recreation District and that the foregoing statement as to said District is for the fiscal year ended December 31, 2016.

_____, Treasurer

Subscribed and sworn before me this _____ day of June, 2017.

_____, Notary Public

**INTERGOVERNMENTAL AGREEMENT
BETWEEN VILLAGE OF MUNDELEIN AND
MUNDELEIN PARK AND RECREATION DISTRICT
(GOODWIN LOT)**

THIS AGREEMENT is made and entered into this ____ day of June, 2017, by and between the **VILLAGE OF MUNDELEIN**, an Illinois municipal corporation, (hereinafter "Village") and the **MUNDELEIN PARK AND RECREATION DISTRICT**, an Illinois Park District, (hereinafter "Park District").

WITNESSETH

WHEREAS, the parties hereto are each units of local government and are authorized and empowered pursuant to provisions of Article VII, Section 10 of the Constitution of the State of Illinois, 1970, as amended, and the provisions of 65 ILCS 5/1-1-5, *et. seq.*, as amended, and 5 ILCS 220/2, *et. seq.*, to enter into intergovernmental agreements; and

WHEREAS, the Village has received ownership through a judicial deed process of certain real estate at 102 Goodwin Place, Mundelein, Illinois (the "Goodwin Lot"). A copy of the Sheriff's Deed in a Judicial Sale which contains the legal description of the subject real estate is attached hereto and made a part hereof as Exhibit A; and

WHEREAS, the Village is willing to transfer ownership of the Goodwin Lot to the Park District to be used only for park purposes, and the Park District is willing to accept ownership of the Goodwin Lot, to be used only for park purposes, as provided herein; and

WHEREAS, the Park District is willing to reimburse the Village for the actual costs incurred by the Village in the judicial deed process in the amount of \$7,863.99 and pay all property taxes owed on said lot as stated on Sheets 1 and 2 of Exhibit B attached hereto and made a part hereof; and

WHEREAS, the Village is willing to waive liens in favor of the Village on the Goodwin Lot in the total amount of \$51,649.00 as stated on Sheet 3 of Exhibit B attached hereto and made a part hereof; and

WHEREAS, the Park District is also willing to reimburse the Village for its reasonable attorney fees in preparing this Intergovernmental Agreement.

NOW, THEREFORE, in consideration of the foregoing and the following mutual agreements, the parties hereto agree:

A. Transfer of Ownership.

1. Upon this Intergovernmental Agreement being approved and executed by the Park District and the Village, the Village shall deliver to the Park District an executed Quit Claim Deed conveying ownership of the Goodwin Lot to the Park District in "where is and as is" condition without any warranties. Also, the Village shall waive liens in favor of the Village in the amount of \$51,649.00.

2. Simultaneous with the delivery of the Quit Claim Deed, the Park District shall pay the sum of \$7,863.99 to the Village as reimbursement of the actual costs incurred by the Village in the judicial deed process. Also, the Park District shall pay all property taxes owed on the Goodwin Lot.

3. Within ten (10) days of receipt of a letter from the Village requesting payment of its attorneys fees in preparing this Intergovernmental Agreement, and a copy of the Attorney's Statement therefor, the Park District shall reimburse the Village for the amount thereof.

4. The Park District is accepting ownership of the Goodwin Lot subject to all property taxes and encumbrances and liens thereon (except for liens in favor of the Village in the amount of \$51,649.00 which have been waived).

B. Public Park Use.

1. The Park District agrees that, at its sole expense, it shall remove all existing buildings and other improvements from the Goodwin Lot within one hundred and twenty (120) days after the date of this Intergovernmental Agreement.

2. The Park District agrees that, at its sole expense, it shall substantially complete whatever new public park improvements are reasonable and necessary for the Goodwin Lot to function as a public park within eighteen (18) months from the date of this Intergovernmental Agreement.

3. The Park District agrees that, at its sole expense, it shall thereafter continuously operate the Goodwin Lot for public park purposes.

4. In the event that the Park District does not begin operating the Goodwin Lot for public park purposes within said one (1) year period or does not continuously operate the Goodwin Lot for public park purposes as provided herein, then upon written notice from the Village to the Park District, ownership of the Goodwin Lot shall revert to the Village. Upon receiving a written request from the Village, the Park District shall reconvey the Goodwin Lot to the Village by a Quit Claim Deed and ownership of the Goodwin Lot shall revert to the Village.

C. Other Terms and Conditions.

1. All notices or other writings which any party is required to, or may wish to, serve upon any other party shall be in writing and shall be delivered personally or sent by certified or registered mail, return receipt requested, postage prepaid, to the following addresses or faxes to the parties at the following facsimile numbers:

If to the Village:

Village Administrator
Village of Mundelein
300 Plaza Circle
Mundelein, Illinois 60060
Fax: (847) 949-0143

If to the Park District:

Executive Director
Mundelein Park and Recreation District
1401 N. Midlothian Road
Mundelein, Illinois 60060
Fax: (847) 566-8557

or such other address or facsimile number as any party may from time to time designate in a written notice to the other party. All notices shall be deemed effective as of the date of receipt, in the case of personal delivery; two (2) days after deposit in the U.S. mail, in the case of notice sent by certified or registered mail; and as of the date of transmission, if delivered by fax (provided the transmitting machine provides a record confirmation of the day and time of transmission).

2. If any provision of this Agreement is held invalid, such provision shall be deemed to be removed therefrom and the invalidity thereof shall not affect any of the other provisions contained herein.

3. No amendment, modification, addition, deletion, revision, alteration or other change in this Agreement shall be effective unless and until such change is reduced to writing and approved by the necessary authorities and representatives of the Park District and the Village.

4. This Agreement is entered into and governed by, and shall in all events be construed in accordance with the laws of the State of Illinois.

IN WITNESS WHEREFORE the Village and the Park District have caused this Agreement to be executed by the Mayor of the Village and the President of the Board of Commissioners of the Park District with the Village Clerk and the Park District Clerk to attest pursuant to the authority of the Village Board and the Park District Board.

APPROVED this ____ day of June, 2017, by the Village of Mundelein,
Lake County, Illinois.

AYES: _____

NAYS: _____

ABSENT and/or
NOT VOTING: _____

ATTEST: **VILLAGE OF MUNDELEIN**

Village Clerk

By: _____
Mayor

APPROVED this ____ day of June, 2017, by the Mundelein Park and
Recreation District, Lake County, Illinois.

AYES: _____

NAYS: _____

ABSENT and/or
NOT VOTING: _____

ATTEST: **MUNDELEIN PARK AND
RECREATION DISTRICT**



Park District Clerk


By: _____
President



MEMORANDUM

To: Chief Eric Guenther

Cc: Deputy Chief Monahan 
Deputy Chief Hansen 

From: Sergeant Brian Kisselburg  bss

Date: Tuesday, June 13, 2017

Re: Park District Report – May 2017

There were thirty-nine (39) calls for service in the area parks during the month of May, which is higher than usual, even with the increase in park district activity during this time of year. The majority of the calls were minor in nature and included suspicious circumstances/vehicles/people (14), burglary alarms (2), animal complaints (3), traffic crashes (3), lockouts (3), and field interviews/contacts (2). There were three incidents of vandalism at the Diamond Lake Sports Complex which included a vehicle damaging the soccer field, a small fire was set near the bathrooms, and damage was done to a hose. The incident where the vehicle damaged the soccer field was an isolated incident, which did not appear to be intentional, and the subject responsible was located and agreed to pay for the damage. Due to the other two issues, officers have provided extra patrol and a trail camera was set up in an attempt to identify the offender. No suspect information was obtained from the trail camera and there have not been any similar incidents.

There were a total of 108 park checks initiated by the patrol officers during this month. The following gives more detail about several of the calls for service during May 2017:

- On 05/02/17, Officer Callaghan located an occupied vehicle at Hanrahan Park. Officer Callaghan made contact with both occupants and developed probable cause to search the vehicle where he located cannabis and drug paraphernalia. Both subjects were charged with the items and for being in the park after hours.
- On 05/17/17, Officer Callaghan located an occupied vehicle at Hickory Park. Officer Callaghan made contact with the occupants of the vehicle and advised them of the park hours. There were no signs of criminal activity and the subjects left the park.
- On 05/18/17, Officer Baldan responded to Kracklauer for a report of juveniles on the roof of the building. The juveniles were located and trespassed from the park. Their parents were notified.
- On 05/18/17, Officer Hernandez located four subjects in the park after it was closed. Officer Hernandez made contact with the subjects who were subsequently charged with possession of drug paraphernalia and possession of cannabis.
- On 05/21/17, Officer Callaghan located two subjects walking through Lewandowski Park after hours. Officer Callaghan made contact with the subjects and who were subsequently charged with possession of cannabis, possession of drug paraphernalia, and being in the park after hours.

Courage. Pride. Commitment.

- On 05/27/17 and 05/29/17, officers took calls for vehicles in the parking lot of Hanrahan Park after hours. Officers made contact with the vehicle owners who left the park. There were no signs of criminal activity during these incidents.
- On 05/27/17, Officer Bond located an occupied vehicle in the parking lot of Community Park. Officer Bond spoke to the occupants and advised them of the park hours. There were no signs of criminal activity and the subjects were advised to leave the park, which they did.
- On 05/30/17, CSO Peterson took a delayed dog bite report, which occurred at the Diamond Lake Sports Complex on 05/28/17.
- On 05/30/17, officers took a call of a dog running in the park unleashed. Officers made contact with a subject and his dog and advised him that the dog must be leashed.

Officers will continue to perform walk-throughs at Park View to deter unwanted subjects from attending, especially during open gym hours. In addition, they will continue to perform park checks at the various parks and continue to pay special attention to the Diamond Lake Sports Complex.

I have attached a copy of the May 2017 Park District reports for your review.

Please contact me if you have any questions.

To: Board of Park Commissioners

From: Bill Brolley, Golf Operations Manager

Subject: Steeple Chase Operations – June 2017

	2017	Budget	2016
Golf Revenue (May)	\$112,405	\$140,599	\$137,953
Merchandise (May)	\$ 8,815	\$ 10,533	\$ 10,106
Food & Beverage (May)	\$ 18,471	\$ 20,722	\$ 21,072
Miscellaneous (May)	\$ 2,001		\$ 3,670
Gift Card	\$ 3,094		\$ 4,872
Total May Revenue	\$144,786	\$171,854	\$177,673
Golf Revenue (6/1-6/19)	\$119,128		\$119,989
Merchandise (6/1-6/19)	\$ 8,393		\$ 8,496
Food & Beverage (6/1- 6/19)	\$ 19,642		\$ 19,624
Miscellaneous (6/1-6/19)	\$ 417		\$ 436
Gift Card (6/1-6/19)	\$ 3,320		\$ 3,953
Total Revenue (6/1-6/19)	\$150,900		\$152,498
Golf Revenue (ytd)	\$312,122		\$344,140
Merchandise (ytd)	\$ 29,246		\$ 35,596
Food & Beverage (ytd)	\$ 51,278		\$ 54,308
Miscellaneous (ytd)	\$ 15,322		\$ 17,855
Gift Card (ytd)	\$ 11,013		\$ 12,409
Total Revenue (YTD 6/21)	\$418,981		\$464,308
Paid rounds (May)	2,401		2,862
Paid rounds (6/1-6/19)	2,468		2,501
Paid rounds year to date (6/19)	6,771		7,499

May was our worst May ever since I have been here. By May 9th we were down \$17,000 in sales for the month compared to 2016, then on May 18th we down only \$1,000 compared to 2016. Friday the 19th we had 2 golfers, Saturday the 20th we had 24 golfers but gave rainchecks to 13 of those golfers. The weather towards the end of the month was not good. We did have a good Memorial Day weekend, although the forecasted rain on Sunday kept rounds down a little (it didn't rain) but we only beat the three day weekend of the previous year by 12 rounds. So far in June it has been very similar to June of 2016 with rounds and revenue about the same.

We sent out a very nice promotional postcard (8 ½ x11) with a \$5 off coupon to the Lake Zurich/Hawthorne Woods area. We have received quite a few coupons back already with about ten people saying that they have never played here before and really enjoyed it. One couple that turned in that coupon about two weeks ago and stated that they had never played here before have already played four rounds together since that time.

We are now able to take credit cards on the beverage cart. Jon Karl has set it up using PayPal and a cell phone with a card swipe. It has worked well so far and should increase sales or at least give the customer options when paying.

The course is in really nice shape with all the rain that we have had, the grounds crew has done a nice job.

We have the Super Scramble coming up on July 15th.

May Comparison for the past 5 years

	2013	2014	2015	2016	2017
Total Revenue	\$170,399	\$179,467	\$182,366	\$177,673	\$144,786
Round	2,792	2,893	3,003	2,862	2,401

MEMO TO: Board of Park Commissioners
FROM: Ron Doruff, Golf Course Superintendent
SUBJECT: Golf Course Grounds Report – June, 2017

With the year about half way gone, we have had a cold and rainy start to the season. Then a hot spell, 21 days without rain, and the latest has been five days with 3.5 inches of rain. I think that just about covers most of what can occur weatherwise. This has been a true "adapt to the situation" season. I feel that we have been on top of conditions and pushing the right buttons. I believe the course is in good condition.

We have aerified greens on schedule and top dressed two additional times. We have rolled greens twice a week except during the recent high temperatures or rainy conditions. On Monday, June 26 we are scheduled to continue our topdressing program - if weather permits.

All of the ash trees have been injected for Emerald Ash Boarer. We are getting very good at this. It only took us about 2 weeks to inject all of the trees. These injections will be good for at least two years.

The #18 lake has been sprayed. This was done in a timely manner because we couldn't use the water for irrigation for a minimum of 24 hours but preferably 48 hours. If the water was used during that time it would have turned the grass yellow and potentially killing it with high concentrations of chemical. I think we will go back to the fall or winter application for next year instead of taking a chance mid-season. I was surprised at the amount of algae and weeds we had in the lake.

You may have noticed the lake fountain on #18 is working well. The fountain on #11 has had a pump problem. We have replaced the pump but it is not working like it should. The flow is about 70%. We are working with the manufacturer to determine why this is happening.

We have received our three pieces of equipment. Two are utility vehicles that replace the two 1994 golf carts. With the money that we received from the sale of the loader, we purchased an additional drag brush to drag in topdressing sand on the greens. This will help the crew get the course ready for play faster.

We do have a full crew this season. The latest hires are four college/high school students. They will be a big help in June, July, and August but of course they will be leaving for school in mid-August.

To: Board of Commissioners

From: Derek Solberg, Superintendent of Buildings and Grounds

Re: Parks Department Report – June 2017

Two significant concrete projects took place recently. At Kracklauer Park the ADA ramp from Rt. 45 to the parking lot has been reconstructed. The surrounding area is being graded and reseeded following the work. A sidewalk addition at Community Park has been built as well. This addition connects the sidewalk along Midlothian Road to the front entrance of the Community Center.

Other projects of note include leveling the sunken paver bricks around the playground at Maurice Noll Park, crack repair and touch up painting on the surface of the Kracklauer tennis court and restoration of the area around the newly constructed shelter at Gordon Ray Park.

The renovation of the lobby and waiting area at the Kracklauer Dance Studio is complete. Students have a nice spot to change shoes etc. and parents now have a more comfortable space in which to wait during classes. The area includes a closed circuit TV monitor so those waiting can observe the class in session. Separately from the project the air conditioning unit was replaced at the same building.

Building maintenance continues year round and of late has included painting the exterior trim of the Dance Studio, touch up painting at the Regent Center and a number of small improvements and repairs throughout District buildings. Buildings are inspected monthly and items that are discovered during the inspections are corrected as quickly as possible.

Grounds work moves forward every day. Parks are mowed and maintained as needed which primarily is determined by weather. If conditions are dry the growth rate slows and staff can try to complete other grounds work. With sufficient moisture parks need to be mowed weekly. When not mowing staff are trimming shrubs, spraying herbicide to control weeds, working park infields and repairing a multitude of grounds and hardware items. Special attention is given to sites that are host to District events which recently included Memorial Day at Memorial Park, the shelter dedication at Gordon Ray Park and the Community Picnic at Diamond Lake Beach. Three dedication trees were planted. Expression Swings like the one installed in 2016 at Kracklauer were installed at Wortham and Hickory Parks. These swings proved to be popular with park users.

The Parks Department is pleased to have an intern this year. John Brueckbauer is a Forestry major at the University of Wisconsin and a Mundelein resident. The primary focus of John's work is to develop a tree management plan for the District. He has also completed a grant application to obtain funding for a tree inventory of the District.

To: Park District Board of Commissioners
From: Rita D. Kipp, Superintendent of Recreation
Re: June Board Report 2017

PROGRAMS

Summer is in full swing and programs are off and running. Camp numbers are similar to last year. Dance enrollment saw an increase of 30 more students than Summer 2016. Preschool camp is up dramatically with 25 children participating in the first session. Last year we had 12.

REGISTRATION

The registration department assisted the dance recital this year by selling tickets onsite and offering the parents the option to use credit cards the day of the recital. All the usual summer business is in full swing with picnic shelters, rentals, boat launch keys, registration etc. April Lee of the registration department also created the Customer Service Task Force. She held the initial meeting June 8th with identified members from all areas in the District. The first meeting went well and initial preparation for goals was begun.

LEAGUES

Softball leagues are going well. Fall softball e-mails will be going out next week.

SPECIAL EVENTS

The Community Picnic was outstanding. Despite the rain coming in and out, we had 30 people attend Zumba in the morning and the beach had a good crowd all day. Our Special Events Coordinator and part time staff provided children's games, which were held on the picnic side. The games were very well received and pulled people over to that side of the facility and were used all day. Paddleboat, kayaks and paddleboards were being used all day. The clouds started rolling back in around 4:30, but the ski team continued to set up and the sky cleared so the ski show went on as scheduled. All staff did an outstanding job.

Upcoming events include Margarita Night at Barefoot Bay (June 24), Freedom Classic (July 1) Movie in the Park (July 20) and Craft Beer Night at Barefoot Bay (July 22).

FACILITIES

Regent Center numbers are attached.

Park View numbers are attached. A number of programs have been launched to keep interest during the summer months. An adult summer camp is providing opportunities to try a number of group exercise classes at no cost.

Big & Little numbers are attached. Summer brings a decrease in enrollment and schedules due to children leaving for kindergarten, parents who are teachers being off for the summer, and several children that now qualify for the school district's free preschool.

However, the Director has been conducting a lot of tours and has a commitment for 12 new students who have started or will be starting mid-July to mid-August. Big & Little had their inspection from the Lake County Health Department on June 13 and there were no infractions. Laurie Gembara's food service sanitation certification expires in December so she will need to renew her certification. Cheri Rehor will also be taking the course as we will need someone certified in our new building when Rec Connection moves.

Aquatic season pass sales numbers are attached. Season pass numbers are up 21% at Barefoot Bay and 28% at Diamond Lake Beach. Daily fees have also seen a nice increase due to the heatwave. Barefoot Bay is up 34%, Beach is up 65%, and the Spray Park up 14% compared to last year. The Groupon deal is officially sold out. Concession sales are up 35%. Staff training has been completed but regular trainings will be completed throughout the season.

TRAINING AND EDUCATION

All staff training was held on June 1. Risk Manager Nerissa Brueckbauer did a great job planning the day and the speaker was outstanding. Nerissa's new format for these trainings has really changed the atmosphere and the staff remains engaged. The keynote speaker was Tracey Crawford from NWSRA and she talked about being inclusive and welcoming all patrons and co-workers.

AFFILIATE ORGANIZATIONS

Little League house league has completed their season. Fall baseball will begin the end of August. This year they will be offering a fall house league in addition to the travel league. AYSO has ended their season and will be starting back up mid-August. Lake County Stallions summer flag football begins on June 24th and ends July 22nd. Registration for fall ended June 18th.

RECREATION ADVISORY COMMITTEE

Nothing to report.

MUNDELEIN PARKS FOUNDATION

Nothing to report.

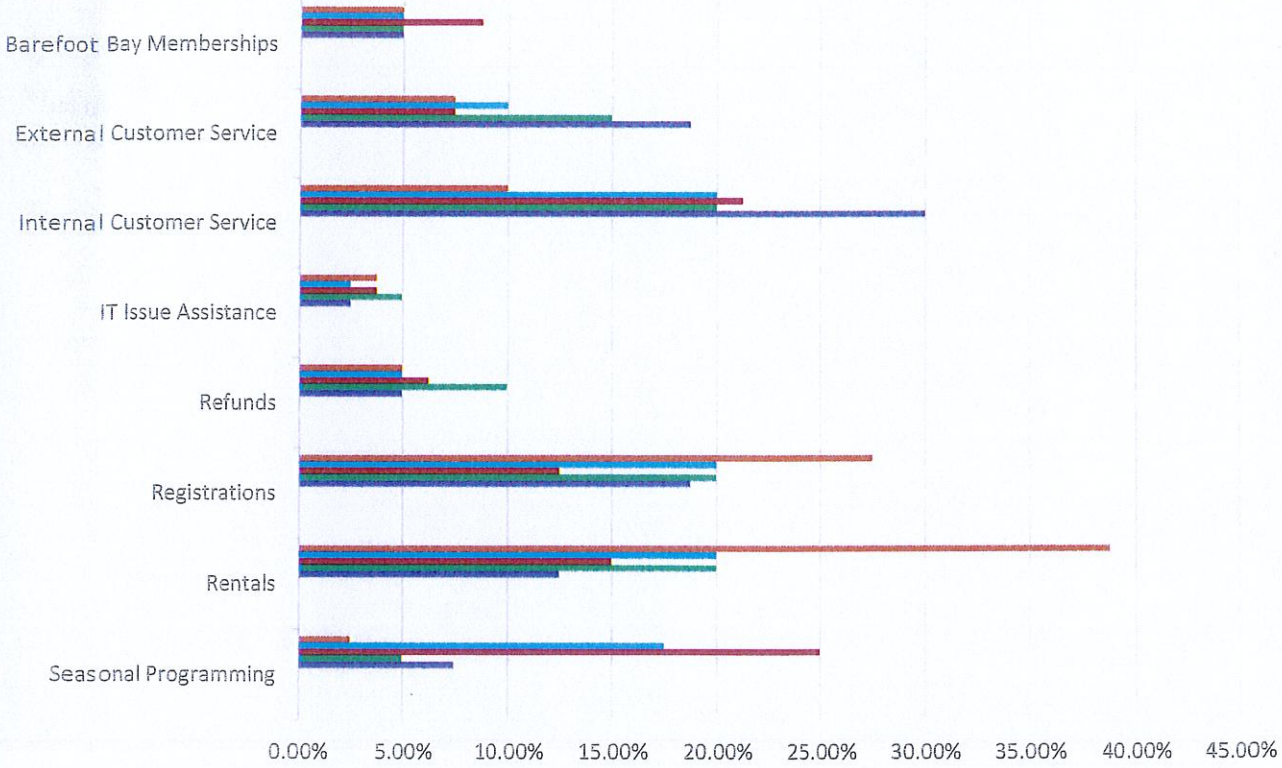
MISCELLANEOUS

Busy, Busy, Busy☺

Registration Department Report

MAY 2017

Registration Office 2017 Monthly Time Allocation



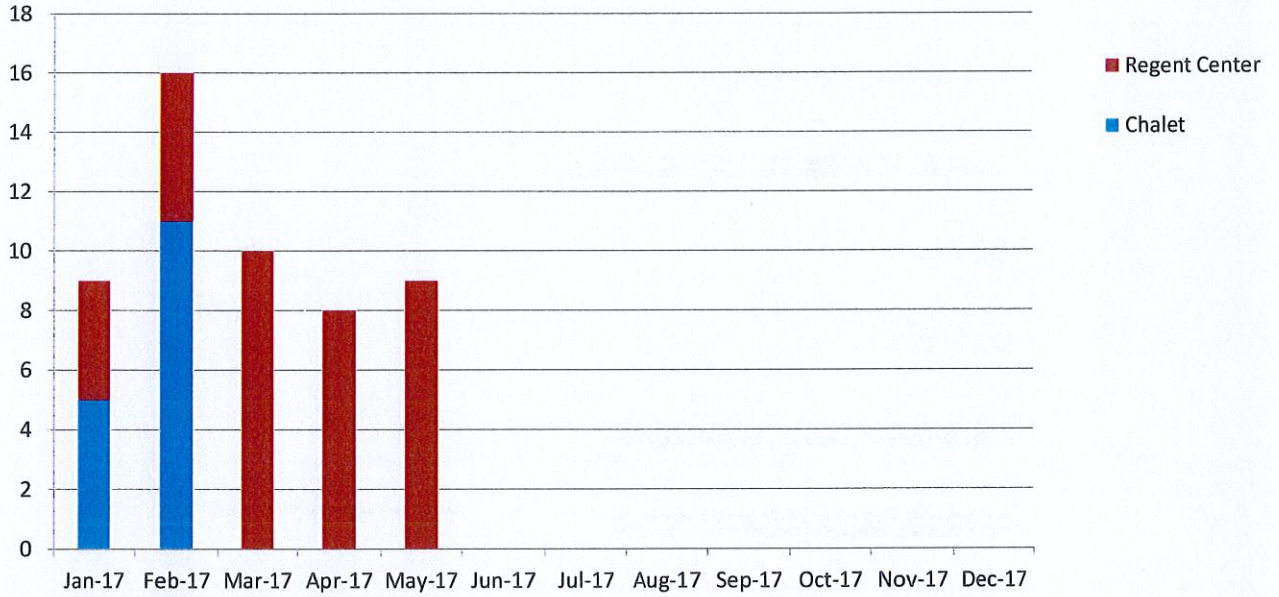
	Seasonal Programming	Rentals	Registrations	Refunds	IT Issue Assistance	Internal Customer Service	External Customer Service	Barefoot Bay Memberships
Jan-17	2.50%	38.75%	27.50%	5.00%	3.75%	10.00%	7.50%	5.00%
Feb-17	17.50%	20.00%	20.00%	5.00%	2.50%	20.00%	10.00%	5.00%
Mar-17	25.00%	15.00%	12.50%	6.25%	3.75%	21.25%	7.50%	8.75%
Apr-17	5.00%	20.00%	20.00%	10.00%	5.00%	20.00%	15.00%	5.00%
May-17	7.50%	12.50%	18.75%	5.00%	2.50%	30.00%	18.75%	5.00%
Jun-17								
Jul-17								
Aug-17								
Sep-17								
Oct-17								
Nov-17								
Dec-17								

Jan-17 Feb-17 Mar-17 Apr-17 May-17 Jun-17 Jul-17 Aug-17 Sep-17 Oct-17 Nov-17 Dec-17

Registration Department Report

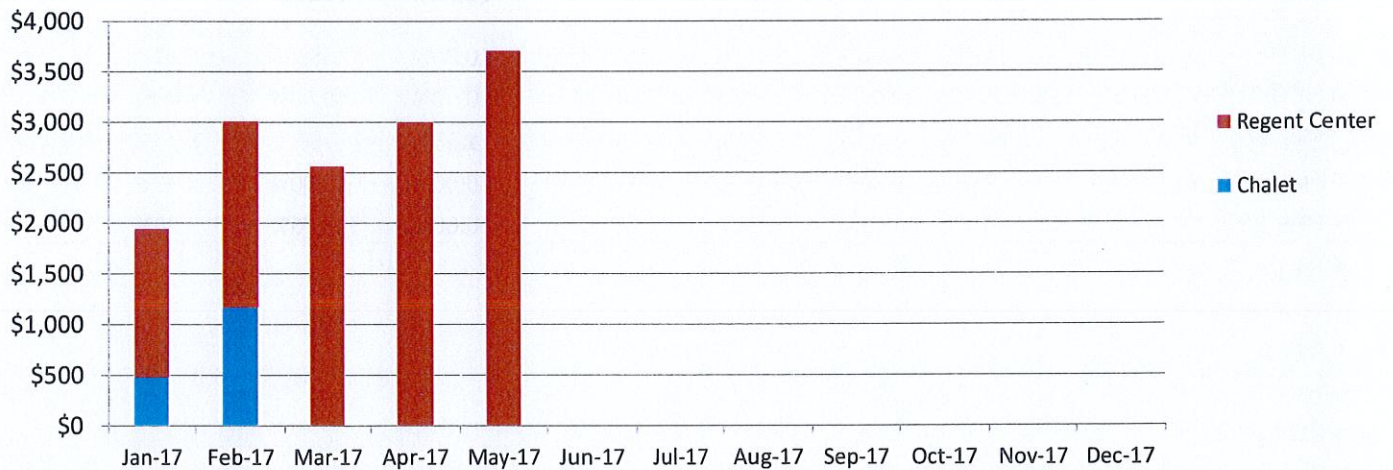
MAY 2017

Regent/Chalet 2017 Monthly Rentals



	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
Regent Center	4	5	10	8	9							
Chalet	5	11	0	0	0							

Regent/Chalet 2017 Monthly Revenue

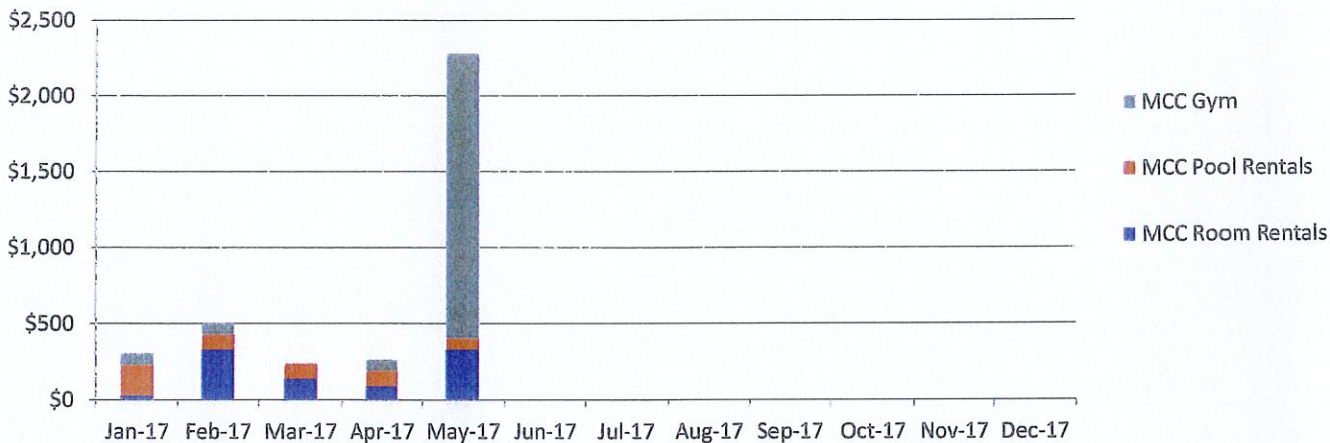


	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
Regent Center	\$1,465	\$1,840	\$2,563	\$3,000	\$3,708							
Chalet	\$480	\$1,170	\$0	\$0	\$0							

Registration Department Report

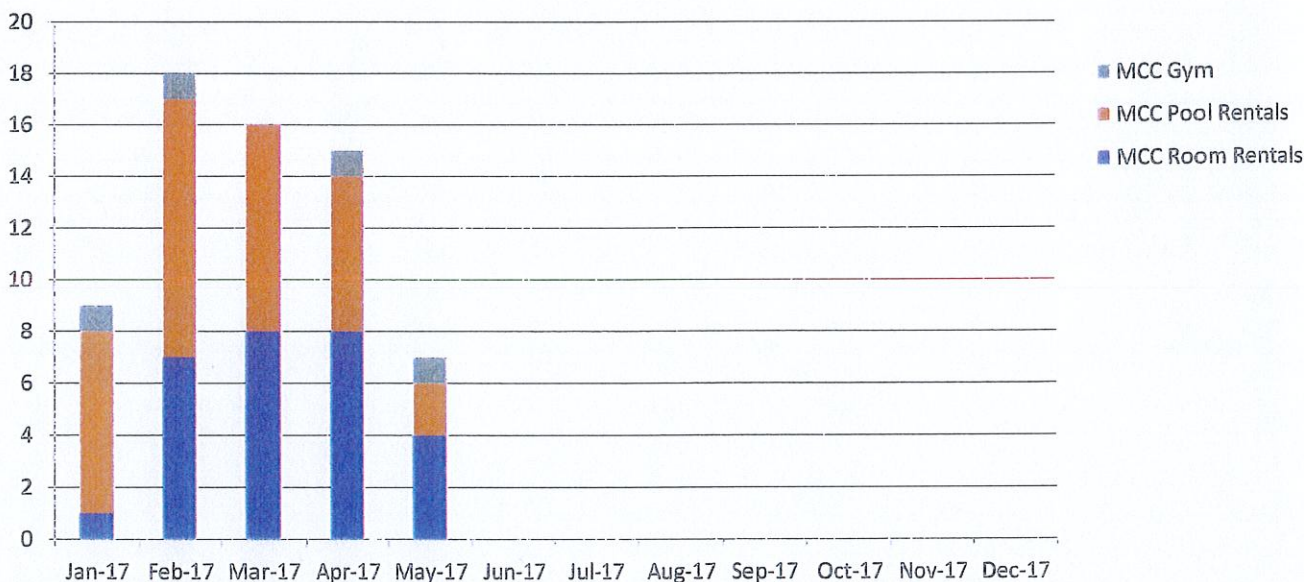
MAY 2017

MCC Room / Pool / Gym 2017 Monthly Revenue



	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
MCC Gym	\$75	\$75	\$0	\$75	\$1,875							
MCC Pool Rentals	\$200	\$100	\$100	\$100	\$75							
MCC Room Rentals	\$30	\$330	\$140	\$90	\$330							

MCC Room / Pool / Gym 2017 Monthly Rentals

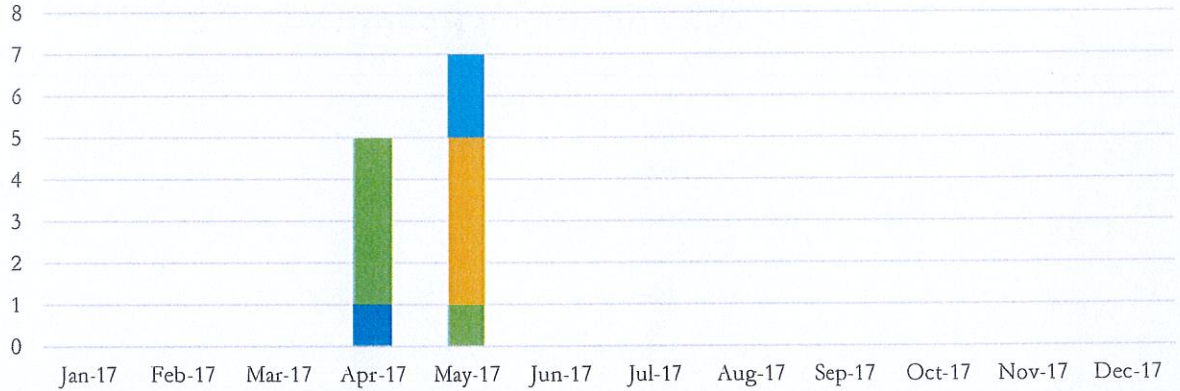


	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
MCC Gym	1	1	0	1	1							
MCC Pool Rentals	7	10	8	6	2							
MCC Room Rentals	1	7	8	8	4							

Registration Department Report

MAY 2017

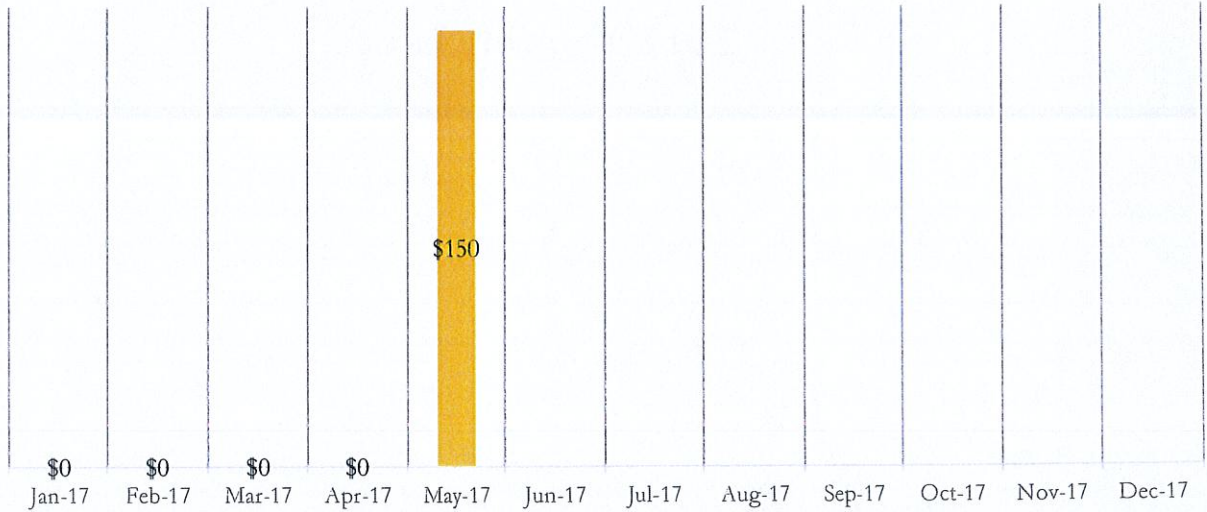
Shelter Rentals 2017 Monthly Registrations



	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
■ Athletic Field Permit:	0	0	0	0	2							
■ Shelters Rentals:	0	0	0	0	4							
■ Parking Lot Permits:	0	0	0	4	1							
■ Park Permits:	0	0	0	1	0							

■ Park Permits: ■ Parking Lot Permits: ■ Shelters Rentals: ■ Athletic Field Permit:

Shelter Rentals 2017 Monthly Revenue

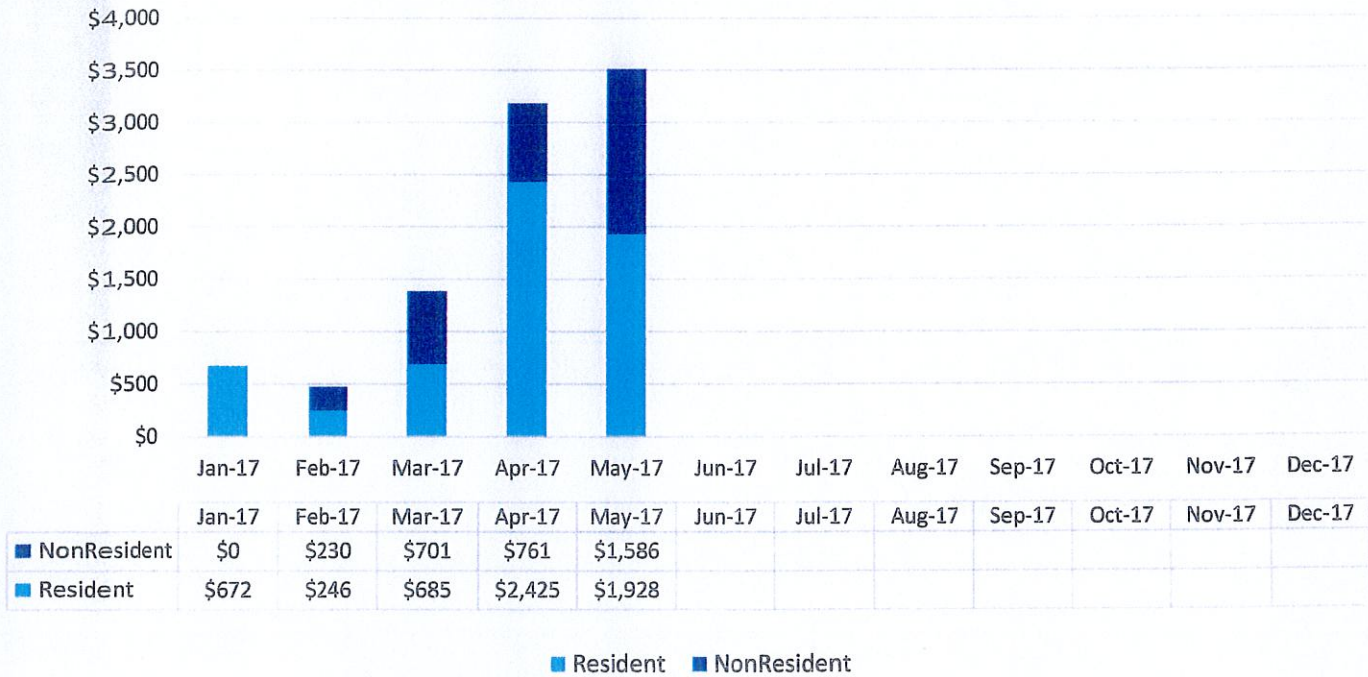


	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
■ Shelters Rentals:	\$0	\$0	\$0	\$0	\$150							

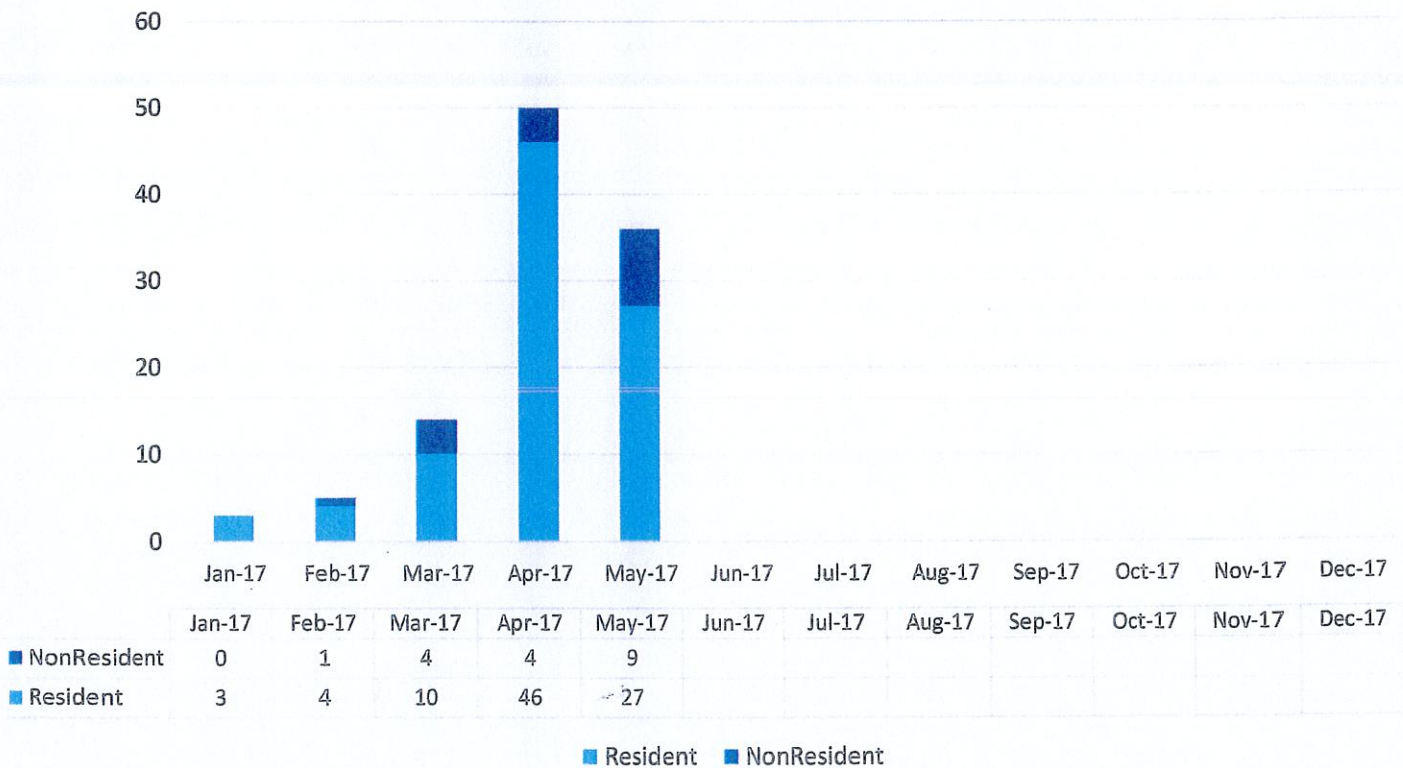
Registration Department Report

MAY 2017

Boat Launch 2017 Monthly Revenue



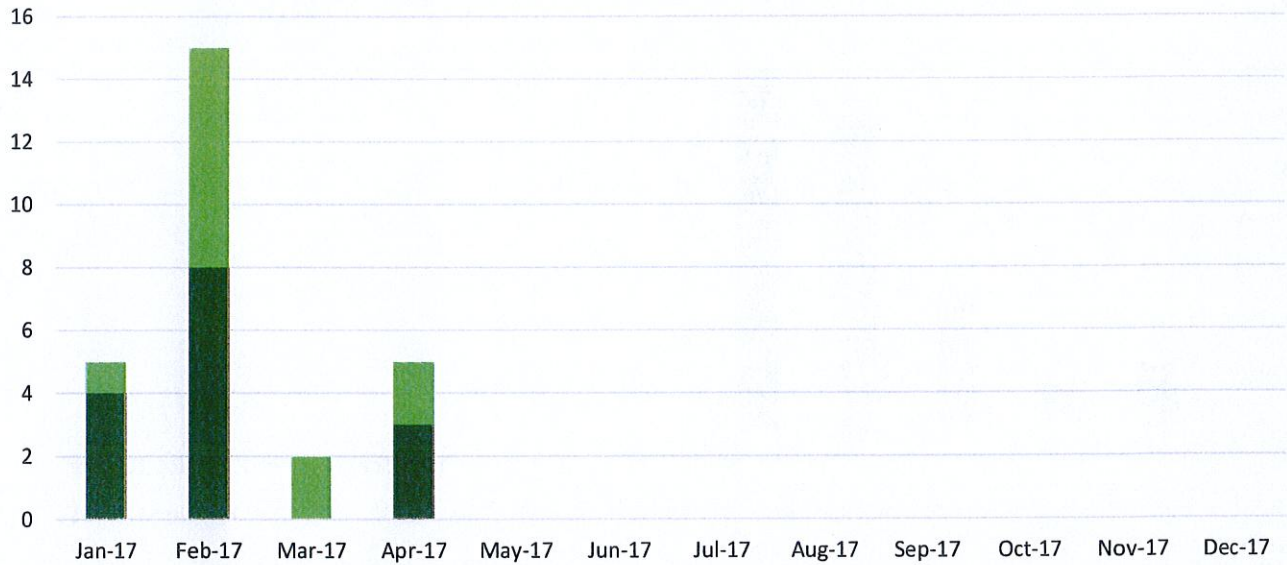
Boat Launch 2017 Monthly Registrations



Registration Department Report

MAY 2017

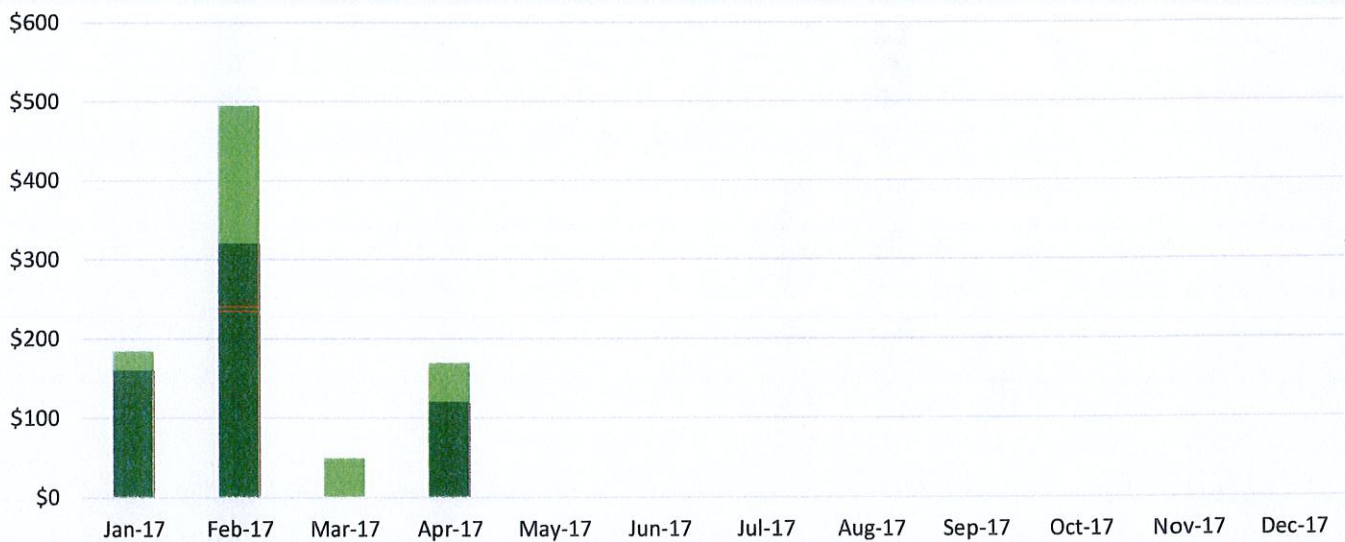
Garden Plot 2017 Monthly Registrations



	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
Small Plot	1	7	2	2	0							
Large Plot	4	8	0	3	0							

Large Plot Small Plot

Garden Plot 2017 Monthly Revenue



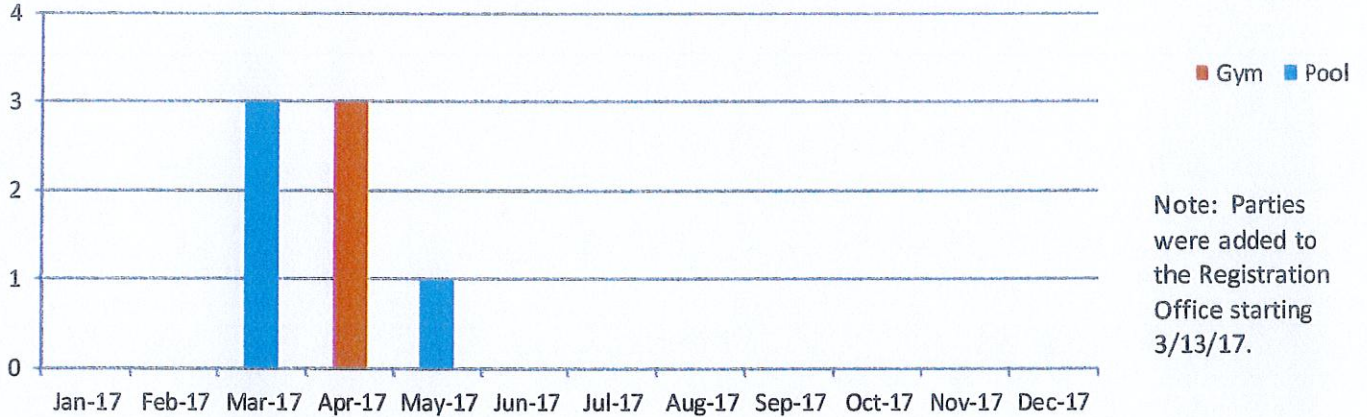
	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
Small Plot	\$25	\$175	\$50	\$50	\$0							
Large Plot	\$160	\$320	\$0	\$120	\$0							

Large Plot Small Plot

Registration Department Report

MAY 2017

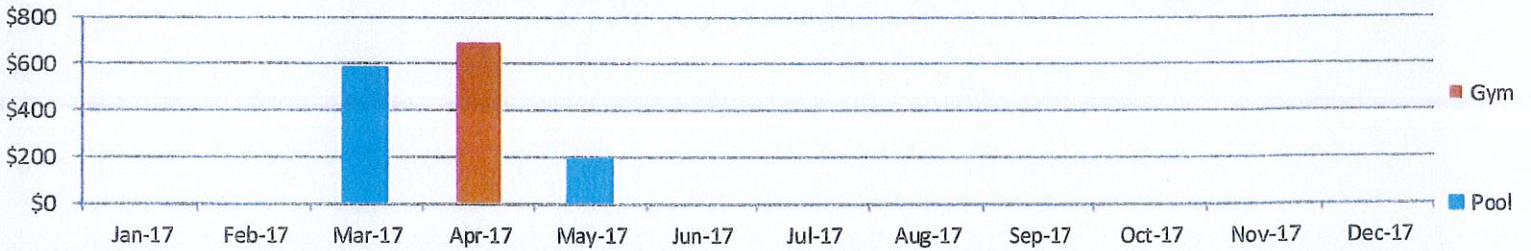
2017 Monthly MCC Party Rentals



	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
Gym			0	3	0							
Pool			3	0	1							

2017 Monthly MCC Party Revenue

Note: Parties were added to the Registration Office starting 3/13/17.

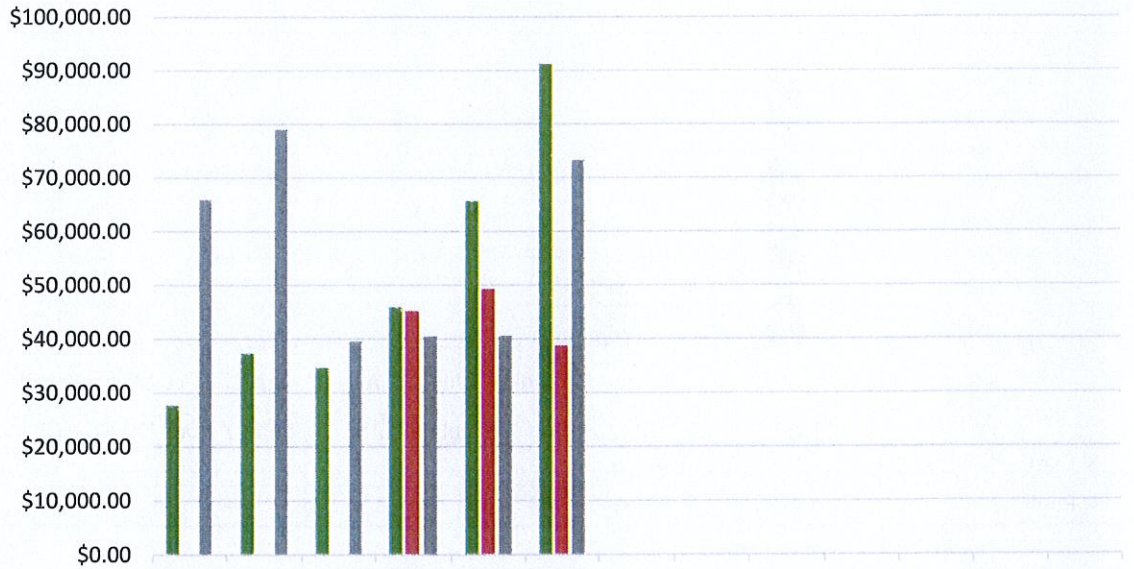


	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
Gym				\$691								
Pool			\$585		\$195							

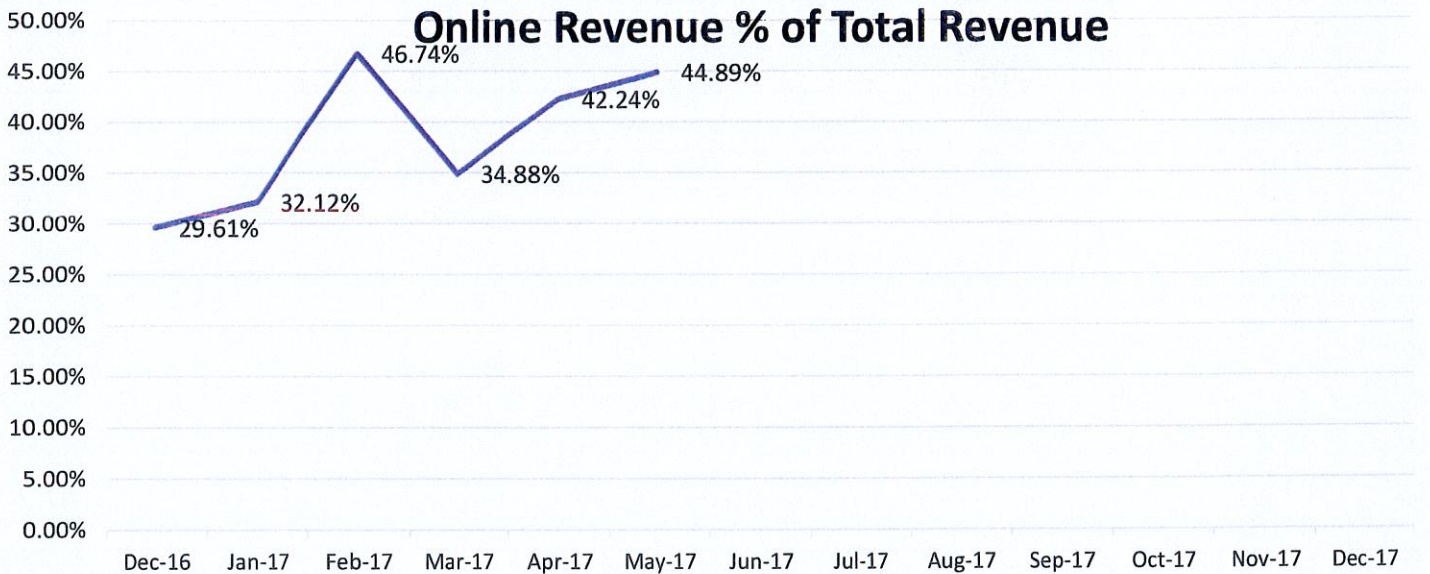
Registration Department Report

MAY 2017

Online v Registration Office Cash Receipts Summary



	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
■ Online	\$27,714.84	\$37,345	\$34,623	\$45,880	\$65,672	\$91,236							
■ Auto Pay (LC, Parkview, Rec-Conn, BL, and Dance)				\$45,215	\$49,254	\$38,728							
■ Registration Office	\$65,876.73	\$78,934	\$39,454	\$40,458	\$40,548	\$73,275							



THE REGENT CENTER MEMBERSHIPS

JUNE	Total	Resident	NR	New	DW	Boomer
2013	437	312	125	63	76	100
2014	405	278	127	46	66	112
2015	407	272	135	61	72	128
2016	371	247	124	39	60	113
2017	360	237	123	52	54	136
-3%						

Big & Little Enrollment

	<u>Total</u>	<u>Full Time</u>	<u>Full Days</u>	<u>½ Days</u>
June 2017	62	28	21	13
June 2016	66	28	23	15
June 2015	73	28	26	19
June 2014	76	33	24	19
June 2013	68	27	19	22

Just a reminder: Full time is defined as 5 full days per week.

Full days refers to 2-4 full days per week.

½ days refers to 2-5 preschool mornings (8:30 – 12:30)

Rec Connection Enrollment

Total pre-registrations for 2017-2018 = 102

Total pre-registrations for 2016-2017 = 115

Total pre-registrations for 2015-2016 = 116

Total pre-registrations for 2014-2015 = 133

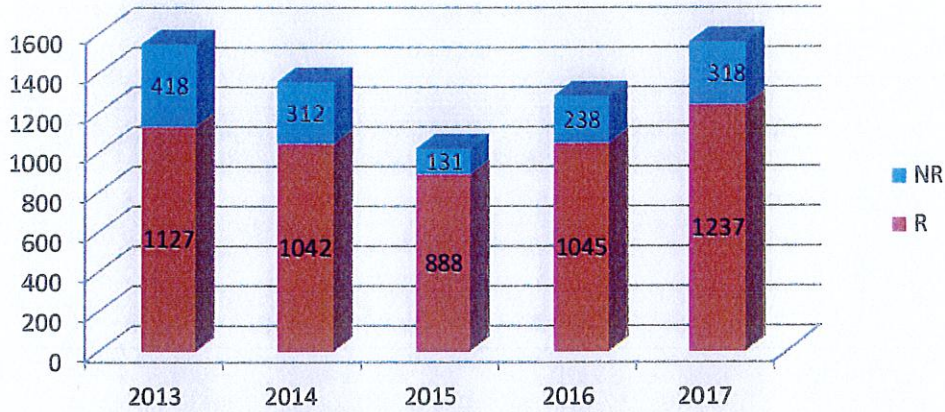
Total pre-registrations for 2013-2014 = 119

Premium Memberships 2017		January	February	March	April	May
Annual Memberships (Includes Add'l & add ons)						
Premium Annual		348	397	410	485	513
Ultimate (Closed - no longer offering)		240	258	182	88	64
Indoor Pool Annual		228	254	266	305	308
Group Exercise Annual		87	91	95	100	104
Child Care Annual		1	1	1	1	1
Track		246	258	256	254	247
Total		1150	1259	1210	1233	1237
Monthly Memberships (Include Add'l and add ons)						
Premium Monthly		403	472	482	450	481
Indoor Pool Monthly		185	236	241	213	241
Group Exercise Monthly		99	116	123	119	133
Child Care Monthly		6	6	7	7	5
Track Monthly * Winter Special		3	3	0	0	0
Total		696	833	853	789	860
Person Training Memberships		23	48	47	33	50

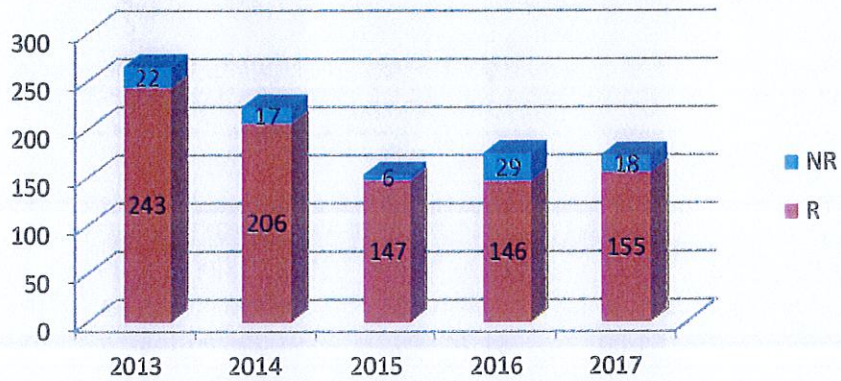
Park View 5 Year Comparison - month of April		
	Year	
	2013	
Revenue	\$56,892	
Expense	\$51,782	
Difference		\$5,110
	2014	
Revenue	\$53,564	
Expense	\$50,650	
Difference		\$2,914
	2015	
Revenue	\$50,278	
Expense	\$44,895	
Difference		\$5,383
	2016	
Revenue	\$45,037	
Expense	\$40,569	
Difference		\$4,468
	2017	
Revenue	\$41,070	
Expense	\$49,335	
Difference		-\$8,265
Indoor Pool	2014	
Revenue	\$17,250	
Expense	\$18,129	
Difference		-\$879
Indoor Pool	2015	
Revenue	\$19,437	
Expense	\$18,156	
Difference		\$1,281
	2016	
Revenue	\$15,359	
Expense	\$15,784	
Difference		-\$425
	2017	
Revenue	\$9,635	
Expense	\$17,146	
Difference		-\$7,511

November 1st - June 13th Sales

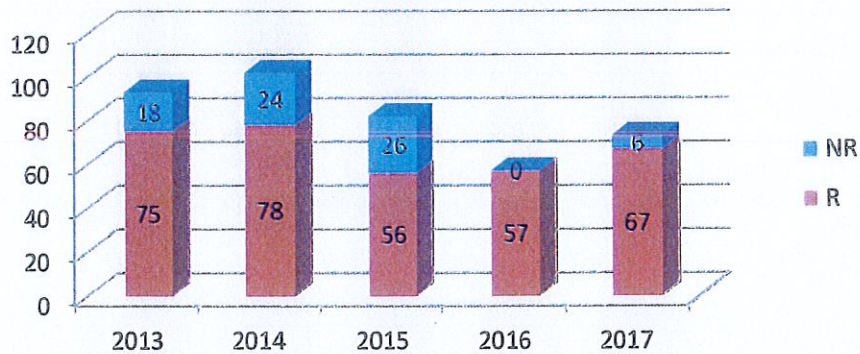
Barefoot Bay Season Passes



Combo Season Passes



Beach Season Passes



Barefoot Bay Season Pass Revenue			
	Res	Non-Res	Total
2017	\$ 69,928.50	\$ 32,177.95	\$ 102,106.45
2016	\$ 60,591.00	\$ 23,158.50	\$ 83,749.50
2015	\$ 60,065.00	\$ 13,805.00	\$ 73,870.00
2014	\$ 70,065.00	\$ 34,430.00	\$ 104,495.00
2013	\$ 75,805.00	\$ 46,245.00	\$ 122,050.00
Combo Season Pass Revenue			
	Res	Non-Res	Total
2017	\$ 5,618.40	\$ -	\$ 5,618.40
2016	\$ 6,845.00	\$ 535.00	\$ 7,380.00
2015	\$ 6,940.00	\$ 500.00	\$ 7,440.00
2014	\$ 11,450.00	\$ 1,335.00	\$ 12,785.00
2013	\$ 15,065.00	\$ 2,525.00	\$ 17,590.00
Beach Season Pass Revenue			
	Res	Non-Res	Total
2017	\$ 930.00	\$ 140.00	\$ 1,070.00
2016	\$ 790.00	\$ -	\$ 790.00
2015	\$ 1,155.00	\$ 885.00	\$ 2,040.00
2014	\$ 1,406.00	\$ 435.00	\$ 1,841.00
2013	\$ 1,240.00	\$ 750.00	\$ 1,990.00

	2013	2014	2015	2016	2017
Barefoot Bay Daily	\$20,323.00	\$24,142.00	\$16,058.00	\$ 39,286.00	\$ 52,607.00
Beach Daily	\$146.00	\$891.00	\$752.00	\$ 1,272.00	\$ 2,104.00
Spray Park Daily	\$661.00	\$1,747.00	\$1,796.00	\$ 2,202.00	\$ 2,516.00

	2013	2014	2015	2016	2017
BB Concessions	\$4,716.00	\$13,684.50	\$10,660.00	\$ 18,740.00	\$ 25,413.25
DLB Misc.	N/A	N/A	N/A	N/A	\$ 402.00

*DLB Misc includes Boat Rentals, as well as Snacks and Drinks. It was not tracked prior to this year.

Mundelein Parks & Recreation District

Memorandum

To: Board of Commissioners

From: Linda Miller, Superintendent of Business Services and Technology

RE: June 2017 Monthly Report

DATE: June 19, 2017

Finance

The 2016 Treasurer's Report was completed for the Board's approval. Finance has been busy handling the summer increase in revenue and payable processing.

Human Resources

Anthony Nitti completed the payrolls for the periods of 5/14/17 – 5/27/17 for 350 employees and 5/28/17 – 6/10/17 for 396 employees. The increasing number of employees in payroll is reflective of the added time spent by Tony processing employment additions for all our seasonal staff. The only remaining seasonal staff needed are a cook and boat ranger. He also continues to recruit swim instructors and lifeguards for the Indoor Pool, a Dance Instructor, and a Kidz Center Attendant. He is also hiring Front Desk/Fitness Floor staff. He completed the IMRF AA Certification training, and he is participating on the Customer Service Task Force.

IT

The process of keeping the Active Point of Sale (POS) computers operational has been a never ending task for IT. The software vendor issued an update just prior to Memorial Day weekend requiring updates to all POS computers. We are expecting another software update the end of June. IT also has been working on replacing the computers scheduled to be updated for this year.

Risk Management

Employee Injury/Illness Report

26 May 2017	BFB lifeguard	Doing scenarios for recertification, jumped off the diving board, broke right foot – out 6 weeks	ER and Follow-up
20 May 2017	BFB lifeguard	Tips of fingers turned purple and blue training in the cooler temperatures	First-aid
31 May 2017	BFB lifeguard	After retrieving brick from the bottom of the diving well, vomited	none
7 Jun 2017	BFB lifeguard	Bird scratched the top of guard's head while she was rotating stations	First-aid
6 Jun 2017	Parkman	Twisted back while laying sod	None to date

Accident/Incident Summary

17 May 2017	Adult Male	Indoor pool – patron stepped on something on the pool deck; no puncture	No First Aid
18 May 2017	Adult Female	Program Class at Park View – patron not following instructor directions, blue xentube slipped off bottom of foot and hit her in the right eye – ice pack	First-aid
15 May 2017	Boy, 3	Indoor Pool swim lessons stepped off the block and was not holding the wall; lifeguard did a compact jump to execute save	Execute save
21 May 2017	Adult Male	Volunteer at Bake Sale for the Dance Recital tripped over cooler/cart and scraped right shin	First-aid
5 Jun 2017	Adult Female	Fell next to her car in the parking lot, scraped left elbow and right knee	First-aid
6 Jun 2017	Girl, 6	Camp - Hit head on monkey bars at Mechanics Grove, no bump, but child cried, gave her an icepack	First-aid
7 Jun 2017	Boy, 8	Camp - Child fell on wrist while playing in the big gym	First-aid
7 Jun 2017	Girl, 8	Camp - Bumped head on the monkey bars	First-aid
7 Jun 2017	Boy, 7	Camp - Two children ran into one another, one bumped his head, big gym	First-aid
12 Jun 2017	Boy, 6	BFB – spontaneous nosebleed	First-aid/EMS called and refused
12 Jun 2017	Boy, 4	Preschool Camp – woman opened door of her car and hit child on the forehead	First-aid

Property Loss

15 May 2017	\$25.49 Labor	Community Garden plots – unknown person backed into the fence and bent one of the fence posts
21 May 2017	\$29.95 materials, labor 38.40=\$68.35	Post on the NW corner of the BFB parking lot knocked down

Monthly Summary

The All Staff Training was organized and conducted by the Risk Manager, Nerissa Brueckbauer, and the HR Manager, Anthony Nitti. Over 200 employees attended the training event. The Risk Manager is in the process of submitting water samples for all District water fountains. Upon receipt of all results, we will decide what action needs to be taken.