

MUNDELEIN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING
Monday, May 13, 2019, 7:30 P.M.
AGENDA

Call To Order:

Pledge of Allegiance:

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

Approval of Minutes: Committee Meeting April 22, 2019
Regular Meeting April 22, 2019
Executive Session April 22, 2019

Approval of Disbursements: Warrant - 042419, 043019, 050319, 050419, 050719, 051319 =
\$331,339.09
042219 = \$594.43

Correspondence: Thank you letter from IAPD

Old Business: 1. Accept 2018 Comprehensive Annual Financial Report
2. Approve Contract for Community Center Build Out
3. Rename Museum

New Business: 1. Swearing in of Newly Elected Board Members
2. Election of Board Officers
3. Appointment of FOIA Officers

Board Business:

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

Action on Items Discussed in Executive Session, if Necessary

Visitors:

Adjournment:

Rules for Public Comment:

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

Approved 4/14/2014 Board Meeting

Mundelein Park & Recreation District
Committee of the Whole
April 22, 2019

The Committee of the Whole meeting of the Board of Park Commissioners of the Mundelein Park and Recreation District was called to order at 7:00 pm by President DOLAN.

Present were Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA. Staff present included Executive Director RESNICK, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG, Superintendent of Recreation LAPORTE and Superintendent of Business Services & Technology McINERNEY.

Executive Director RESNICK asked the Board for any feedback on the reformatting of the Committee Meeting agenda. President DOLAN said the format is fine and if discussion needs to carry over to the Regular Board Meeting, it can happen.

The Board reviewed the update on the 2019 Workplan. Commissioner ORTEGA asked if the updates could be included in Board reports. Executive Director RESNICK said some items are included but on a quarterly basis, the Board will be updated on all workplan items. President DOLAN said he liked having all the updates in one document. Commissioner FRASIER said he remembers discussion about increasing resident and non-resident golf rates the same amount. President DOLAN agreed. Executive Director RESNICK said she remembered discussion about the Barefoot Bay rates. Golf Operations Manager BROLLEY said he did not recall any discussion about the increase in the rates and the reason for them not being the same is the large gap between resident and non-resident. President DOLAN said the change had already been made and golf staff needed to be able to make sound business decisions but his recollection of the discussion was different.

The Board was reminded that playground equipment at Fairhaven and Hanrahan Parks was being replaced. The equipment was purchased through the Playcore grant, was already delivered and ready for installation once a contract is awarded. Commissioner ORTEGA mentioned hearing from residents that they like the expression swings and asked if one was included. Superintendent of Buildings & Grounds SOLBERG said those swings needed a specific size frame and as swing frames are replaced, they can be added. The ones that are in place now are at parks that already had the correct size frame. Commissioner McGRATH asked if grants received by the District were tracked. He was told they are. The Board requested this information be included in the quarterly workplan update.

The Board was informed that staff had researched the purchase of a 300 gallon sprayer for the golf course. Two purchase programs and one retailer were contacted. The price through the National IPA was the best price.

Executive Director RESNICK told the Board an Executive Session would be held for the discussion of personnel and real estate lease or purchase.

The Committee Meeting adjourned at 7:25 pm.

Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, APRIL 22 2019 AT 7:30 P.M. AT THE
MUNDELEIN COMMUNITY CENTER ADMINISTRATION OFFICES,
1401 NORTH MIDLOTHIAN ROAD, MUNDELEIN, ILLINOIS**

The regular scheduled meeting of the Board of Park Commissioners of the Mundelein Park and Recreation District, Mundelein, Lake County, Illinois, was called to order at 7:40 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, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG, Superintendent of Recreation LAPORTE and Superintendent of Business Services & Technology McINERNEY.

Commissioner ORTEGA moved to approve the minutes of the Budget Hearing, Committee Meeting, Regular Meeting and Executive Session of April 8, 2019, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any corrections or additions and none were made. A voice vote was taken with all voting yes.

President DOLAN suggested moving the presentation from representatives of Carriage Crossing up. The Board agreed. Dan Shapiro, attorney for Carriage Crossing thanked the Board for allowing them to present and introduced Carrie Boone and Brenda Hearn. Mr. Shapiro said the developer appreciated the Park District's offer to reduce the impact fees, but was seeking a larger reduction. Ms. Hearn presented the philosophy of Carriage Crossing facilities. They are a private pay, assisted living facility with some memory care units. Their goal is to create a sense of community for residents. Ms. Hearn suggested they could offer the District \$10,000 each year for five years for scholarships for seniors who needed assistance affording programs. Commissioner McGRATH asked how many employees they would have. Ms. Hearn said about 50 and Ms. Boone said this would be total employees so not all would be on site at any given time. Commissioner ORTEGA asked what the range of ages would be. Ms. Hearn said the average nationwide is 84 years old. President DOLAN thanked the visitors for their time and said the Board would make a decision at the next meeting.

President DOLAN asked another visitor if he had anything for the Board. Ron Greenberg congratulated Commissioners Ortega and McGrath on being re-elected to the Board.

Commissioner FRASIER moved to approve Warrants 041019, 041619, 041919 and 042219 in the amount of \$329,849.56 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, McGRATH, KNUDSON and DOLAN voting yes.

Commissioner KNUDSON moved to place the March Financials on file, 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.

Commissioner FRASIER moved to place the January Police Report on file, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any questions. A roll call vote was taken with Commissioners FRASIER, McGRATH, KNUDSON, ORTEGA and DOLAN voting yes

Board Business

President DOLAN said the County had certified the results of the election and he congratulated Commissioners Ortega and McGrath on their re-election.

The Board reviewed the bids for the installation of playground equipment at Fairhaven and Hanrahan Parks. Commissioner ORTEGA moved to award a contract to GLI Services in an amount not to exceed \$60,000 for the installation of playground equipment at Fairhaven and Hanrahan Parks, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any questions. Commissioner McGRATH asked about the process for bidding out this type of work. Staff informed him that this project was unique because the equipment was already purchased through the IPRA Playcore grant so only the installation was bid. The recent work at Holcomb Park was bid out for the construction of the entire park. A roll call vote was taken with Commissioners ORTEGA, McGRATH, FRASIER, KNUDSON and DOLAN voting yes.

President DOLAN said staff researched pricing for a 300 gallon sprayer for the golf course. Golf Course Superintendent corrected the original report and informed the Board it is a Toro 5800. Commissioner FRASIER moved to purchase a Toro 5800 Sprayer for \$54,250.85 through the National Intergovernmental Alliance, second by Commissioner KNUDSON. 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, KNUDSON, McGRATH, ORTEGA and DOLAN voting yes.

President DOLAN said a new stretch trainer had been purchased and the current piece was no longer needed. Commissioner KNUDSON moved to declare the Precor Stretch Trainer as surplus property and available for sale, 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.

Staff Reports

Golf

President DOLAN asked about the dates the course would be closed for aerifying. Golf Operations Manager BROLLEY said the work was completed ahead of schedule and the course was only closed part of the day on April 22. President DOLAN congratulated staff on completing the work ahead of schedule. Golf Course Superintendent DORUFF said the nice weather was very helpful..

Parks

Commissioner FRASIER asked if a thank you letter was sent to the Village for the trees they donated. He was told one had not, but this would be done. Commissioner ORTEGA asked about installing cameras at the Diamond Lake Sports Complex to deter potential vandals. President DOLAN asked if the people driving four wheel vehicles were coming in the main gate and was told they are not. Staff will look into current technology and report back to the Board regarding the feasibility of cameras.

Recreation

President DOLAN said the most recent brochure looked wonderful. Commissioner ORTEGA asked about the results of the most recent dance competition. Superintendent of Recreation LAPORTE said he did not have those but would find out and report back to the Board. Commissioner McGRATH asked about AYSO enrollment. He was told their registration is down a little. President DOLAN asked if softball leagues were down at other park districts. Superintendent of Recreation LAPORTE said some districts reported the same issue. The problem seems to be the typical softball player is aging and the younger people are not interested. He is discussing with other park districts about forming a league where teams from other park districts play each other. Commissioner KNUDSON asked if painting twice a year at Dunbar was typical. Superintendent of Recreation LAPORTE said with the heavy use from Rec Connect and Day Camp, the walls get very scuffed and the District will paint twice a year to keep the facility looking good. President DOLAN asked about the egg hunt. Superintendent of Recreation LAPORTE said staff would like to revamp the event as it is too chaotic. Attendance was estimated over 1,200 people.

Business Services

Commissioner KNUDSON asked about the elimination of fax lines. Superintendent of Business Services & Technology McINERNEY said the District had numerous phone lines for fax machines that were no longer in service and that a fax service will be used. The District will maintain two fax lines through this service, but there will be no actual fax machine. The service is HIPA and PCI secure. President DOLAN asked about the audit. He was informed the auditor will present the audit to the Board at the May 11 meeting. Commissioner ORTEGA asked if the fire suppressant system was ever flushed. Superintendent of Buildings & Grounds SOLBERG said the system is tested and inspected annually.

President DOLAN announced service anniversaries: Nicole Schaller, 1 year; Dian Woo, 15 years; Steve Yeazell, 20 years; Ron Doruff, 21 years; and Bill Brolley, 19 years.

Commissioner FRASIER moved to adjourn to Executive Session for the purpose of Personnel 5 ILCS 120/2 (c)(1) and Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5), second by Commissioner ORTEGA. A voice vote was taken with all voting yes.

The Regular Meeting reconvened at 9:20 p.m.

President DOLAN said the Board discussed the Executive Director performance and merit increase. Commissioner FRASIER moved to award a merit increase to the Executive Director as discussed in Executive Session, 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.

There being no further business, Commissioner ORTEGA moved to adjourn at 9:21 p.m. second by Commissioner McGRATH. The motion was unanimously approved.

Secretary

May 2, 2019

Margaret Resnick
Executive Director
Mundelein Park & Recreation District
1401 N Midlothian Rd
Mundelein, IL 60060

Dear Margaret,

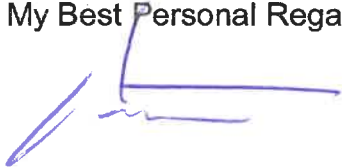
Thank you for attending our 2019 *Parks Day at the Capitol!*

The Mundelein Park & Recreation District had an outstanding display with great information to share with legislators, Illinois State Capitol staff, media and the public in attendance that day.

We had a wonderful event complete with excellent media coverage, numerous legislator visits and an impressive amount of traffic throughout the Capitol. Our message, *OSLAD – A Legacy for Future Generations*, was well-received, and I know that it left an indelible impression on everyone who walked through the halls of the Capitol on April 30.

Again, thank you so much for the time that you spent and the attention to detail that you clearly gave to making this day such a great success.

My Best Personal Regards,



Peter M. Murphy, Esq., CAE, IOM
President/CEO

C: Kevin Dolan, Board President



**MEETING REMINDER
MONDAY, MAY 13, 2019**

**7:00 pm Committee Meeting
7:30 pm Regular Board Meeting**

Updates

1. First Quarter Financial Report
2. Indian Creek Subdivision Meeting
3. Succession Planning Meeting
4. Marketing Report
5. Recreational Marijuana
6. Property Tax Appeal
7. Gym Floor Refinishing
8. Driving Range Update
9. Ice Rink Update
10. PDRMA
11. Executive Director's Vacation
12. Executive Session

Action Items

1. Accept 2018 Comprehensive Annual Financial Report
2. Approve Contract for Community Center Room Build Out
3. Rename Museum
4. Swear-In Newly Elected Board Members
5. Election of Board Officers
6. Appointment of FOIA Officers

Updates

Enclosed is the First Quarter Financial Report. This is the new format that was discussed by the Board

I met with a resident from the Indian Creek subdivision off of Midlothian Road. This is the subdivision that is in the Village of Long Grove and the Mundelein Park & Recreation District. They are interested in having a park in the neighborhood. This resident is on the Community Enhancement Committee and shared with ideas with Derek Solberg and I. Because the land she is suggested using is owned by the Homeowners Association, I suggested she first get approval from the HOA and we could then discuss an agreement that would outline ownership, maintenance, liability, etc.

Two meetings were held May 8th to discuss succession planning with any staff that was interested. We had 30 staff attend. Each person shared what their aspirations were and I will now meet with the supervisor to develop a plan to help each employee grow.

The First Quarter Marketing Report was left out of the last Board meeting packet.

As the Illinois Legislators consider legalizing recreational marijuana, I wanted to see if the Board has any concerns or directions they want the Park District to take. Views on this range from "it should be treated like alcohol as a legal substance (i.e. you can use it on your free time but not at work) to anyone who uses should not be allowed to work. The enclosed ordinance was recently passed by the Village of Vernon Hills.

One property tax appeal was filed with the County; One Medline Place is assessed at \$7,168,177 and they are seeking a reduction to \$6,660,377. The County handles appeals.

The gym floor at the Community Center will be refinished and the facility will be closed May 23, 24 & 25.

Staff met again with the architect and wetland consultant regarding the driving range Steeple Chase. We intend to be out to bid by August with construction starting in the fall.

I met with a vendor regarding the ice coils for an outdoor rink. He submitted a proposal that is within our budget. According to our attorney, we will have to bid this project out. Staff will prepare specifications for a bid.

At the recent PDRMA Membership Assembly, the enclosed summary of the benefits we have received from being a member. If anyone would like the complete Annual Report, please let me know.

I will be on vacation from May 27 through June 7, returning to the office June 10.

An Executive Session is scheduled for the discussion of personnel and real estate.

Action Items

Jamie Wilke from Lauterbach & Amen will be at the Committee Meeting to present the 2018 Comprehensive Annual Financial Report. Per State statute, an audit must be completed and filed with the State Comptroller within 180 days after the close of the fiscal year.

Staff recommends accepting the 2018 Comprehensive Annual Financial Report as prepared by Lauterbach & Amen.

Staff has been working with Brown & Root on designing the build out of the space to be occupied by NovaCare. This is the same firm we worked with for the remodel of the Regent Center and they are part of the National Joint Purchasing program. The majority of the project will be paid by NovaCare, but there is additional work to the “spin room” that will be paid for from funds budgeted for Community Center renovations.

Staff recommends awarding a contract to Brown & Root for the Community Center Room Build Out in the amount of \$69,892.95

Since our museum will no longer be managed by the Historical Society of the Fort Hill Country, there has been discussion about the current name of Fort Hill Heritage Museum. Most people do not know what Fort Hill refers to and staff as well as the Mundelein Historical Commission members feel Mundelein Heritage Museum is a better name.

Staff recommends renaming the museum to Mundelein Heritage Museum.

The two newly re-elected Board members will be sworn in.

As this is the Annual Meeting of the Board, there will be an election of Officers.

Since Human Resource Manager Anthony Nitti left the District in January, we have only had one FOIA Officer. Human Resource Manager Sarah Bannon has agreed to take the FOIA training through the Attorney General’s website and serve as our second FOIA Officer.

Staff recommends appointing Executive Director Margaret Resnick and Human Resource Manager Sarah Bannon as FOIA Officers.

Mundelein Park District
2019 1st Quarter Financial Report

Account	YTD Budget	YTD Actual	\$ Var	% Var	Fav/Unfav	Year End	Comments
Corporate Admin Revenue	\$129,221.48	\$137,451.49	\$8,230.01	6.37%	FAV	FAV	Interest revenue was underbudgeted
Corporate Admin Expenditures	\$219,126.68	\$219,151.32	\$7,024.64	3.13%	UNFAV	On Budget	Consultant for Business Department transition not budgeted
Corporate Admin Bottom Line	(\$82,905.20)	(\$81,699.83)	\$1,205.37	-1.45%	FAV	On Budget	At this time, nothing is known that will keep Corporate Administration from performing within budget
Parks Revenue	\$3,702.57	\$262.90	(\$3,439.67)	-92.90%	UNFAV	On Budget	Revenue from Boat Launch was incorrectly budgeted in March, it is not recognized until the launch is open
Parks Expenditures	\$293,436.19	\$272,623.00	(\$20,813.19)	-7.09%	FAV	On Budget	Less than budgeted expenses in FT wages (staff on leave due to injury), refuse collection, uniforms, chemicals/fertilizer, vehicle maintenance, small equipment, park projects and road salt
Parks Bottom Line	(\$289,733.62)	(\$272,360.10)	\$17,373.52	-6.00%	FAV	On Budget	At this time, nothing is known that will keep the Parks Department from performing within budget
Golf Revenue	\$25,317.18	\$26,742.26	\$1,425.08	5.63%	FAV	On Budget	Slightly behind in green fee revenue at the end of March (up in April), but up in merchandise, so overall up 4% fav
Golf Expenditures	\$198,364.03	\$178,290.20	(\$20,073.83)	-10.12%	FAV	On Budget	Golf operations expenses over by about \$7,000 (getting merchandise in earlier and selling custom sets of clubs), but maintenance expenses down by about \$24,000 compared to budget, wages are down \$14,000 because of late arriving staff and payroll going into April, another \$10,000 below budget in combination of fuel, chemicals, small tools, and professional services
Golf Bottom Line	(\$173,046.85)	(\$151,547.94)	\$21,498.91	-12.42%	FAV	On Budget	At this time, nothing is known that will keep Golf Operations from performing within budget
Special Recreation Revenue	\$82.38	\$813.34	\$730.96	887.30%	FAV	FAV	A donation was received from the family of a Health Minds/Healthy Bodies member who had passed on
Special Recreation Expenditures	\$9,220.17	\$1,722.39	(\$7,497.78)	-81.32%	FAV	On Budget	Have not purchased any equipment yet, Healthy Minds/Healthy Bodies program behind in wages
Special Recreation Bottom Line	(\$9,137.79)	(\$909.05)	\$8,228.74	-90.05%	FAV	On Budget	At this time, nothing is known that will keep the Special Recreation Fund from performing within budget
Museum Revenue	\$0.07	\$0.08	\$0.01	14.29%	FAV	On Budget	Tax revenue collections are expected to match budget
Museum Expenditures	\$1,931.88	\$1,240.18	(\$691.70)	-35.80%	FAV	UNFAV	With the new Historical Commission, additional expenses will be needed to improve Museum operations
Museum Bottom Line	(\$1,931.81)	(\$1,240.10)	\$691.71	-35.81%	FAV	UNFAV	New equipment being purchased that was not budgeted, will be paid from Museum Fund reserves
Police Revenue	\$16.08	\$4.01	(\$12.07)	-75.06%	UNFAV	On Budget	Tax revenue collections are expected to match budget
Police Expenses	\$25,024.88	\$25,024.94	\$0.06	0.00%	UNFAV	On Budget	Nothing is known that will exceed budgeted expenses
Police Bottom Line	(\$25,008.80)	(\$25,020.93)	(\$12.13)	0.05%	UNFAV	On Budget	At this time, nothing is known that will keep the Police Fund from performing within budget
Insurance Revenue	\$57.31	\$15.45	(\$41.86)	-73.04%	UNFAV	On Budget	Tax revenue collections are expected to match budget
Insurance Expenditures	\$47,051.28	\$44,584.70	(\$2,466.58)	-5.24%	FAV	On Budget	PDRMA premium slightly lower than budget and only one employee medical screen needed
Insurance Bottom Line	(\$46,993.97)	(\$44,569.25)	\$2,424.72	-5.16%	FAV	On Budget	At this time, nothing is known that will keep the Insurance Fund from performing within budget
Audit Revenue	\$4.65	\$1.21	(\$3.44)	-73.98%	UNFAV	On Budget	Tax revenue collections are expected to match budget
Audit Expenditures	\$2,265.47	\$13,200.00	\$10,934.53	482.66%	UNFAV	On Budget	First payment for audit was larger than expected, second quarter expense will be under budget
Audit Bottom Line	(\$2,260.82)	(\$13,198.79)	(\$10,937.97)	483.81%	UNFAV	On Budget	At this time, nothing is known that will keep the Audit Fund from performing within budget
Recreation Admin Revenue	\$39,015.40	\$40,427.99	\$1,412.59	3.62%	FAV	FAV	Interest higher by \$5,000 than expected and event workshops and Dunbar rentals doing much better than budget
Recreation Admin Expenditures	\$265,347.03	\$253,766.63	(\$11,580.40)	-4.36%	FAV	On Budget	Have not received bill for Sandburg utilities. Budgeted \$3,000 in rec equipment, purchase made in May
Recreation Admin Bottom Line	(\$226,331.63)	(\$213,338.64)	\$12,992.99	-5.74%	FAV	FAV	At this time, nothing is known that will keep the Recreation Admin Fund from performing within budget
Early Childhood Revenue	\$18,500.00	\$25,959.74	\$7,459.74	40.32%	FAV	FAV	Additional more students in January
Early Childhood Expenditures	\$20,808.99	\$17,079.30	(\$3,729.69)	-17.92%	FAV	FAV	Eliminated contractual computer program and staff costs down due to weather closures
Early Childhood Bottom Line	(\$2,308.99)	\$8,880.44	\$11,189.43	-484.60%	FAV	FAV	Early enrollments for summer camp and fall Rec Connect look to be favorable with us at least matching the current school year
Athletics Revenue	\$35,252.00	\$32,421.29	(\$2,830.71)	-2.50%	UNFAV	On Budget	Youth basketball and open volleyball had less participation, gymnastics facility closed so program cancelled while Tennis, Sports Contract and Karate all doing great and making up the difference
Athletics Expenditures	\$31,593.13	\$14,095.81	(\$17,497.32)	-55.38%	FAV	FAV	Athletic Coordinator didn't start until May resulting in less wages (\$7,200). Fewer Sandburg rentals resulted in less wages, and fewer home games for feeder basketball meant less referee fees (\$2,125)
Athletics Bottom Line	\$4,658.87	\$18,325.48	\$16,666.61	1004.70%	FAV	FAV	Just by saving money from the Athletic Coordinator will make the bottom line favorable at the end of the year

Mundelein Park District
2019 1st Quarter Financial Report

Account	YTD Budget	YTD Actual	\$ Var	% Var	Fav/Unfav	Year End	Comments
Regent Center Revenue	\$10,330.26	\$14,041.83	\$3,711.57	35.99%	FAV	FAV	Membership is higher than recent years. Facility rentals are performing well and program attendance is doing great
Regent Center Expenditures	\$20,333.68	\$22,364.70	(\$7,968.98)	-26.27%	FAV	On Budget	Building projects and purchases planned for first quarter will be completed in the second quarter
Regent Center Bottom Line	(\$20,003.42)	(\$8,322.87)	\$11,680.55	-58.39%	FAV	On Budget	At this time, nothing is known that will keep the Regent Center from performing within budget
Big & Little Revenue	\$128,699.98	\$118,963.57	(\$9,736.41)	-7.57%	UNFAV	UNFAV	Uncollected tuition (\$3,000) has since been collected, enrollments for first quarter down slightly
Big & Little Expenditures	\$122,261.87	\$112,972.39	(\$9,289.48)	-7.60%	FAV	FAV	Controlling expenses by reducing staffing hours and food costs
Big & Little Bottom Line	\$6,438.11	\$5,991.18	(\$446.93)	-6.94%	UNFAV	On Budget	We can control expenses and with the addition of one student we can fix the bottom line. Believe this will be on budget for bottom line but UNFAV in revenue and FAV in expense.
Park View Revenue	\$144,349.02	\$155,167.22	\$10,818.20	7.49%	FAV	FAV	Membership continues to climb. Up over \$13,000 from last year at this time
Park View Expenditures	\$153,425.72	\$171,180.06	\$17,754.34	11.57%	UNFAV	UNFAV	Needed to have electrical work done that was unplanned. Controlling expenditures and staff wages to overcome this unexpected expense.
Park View Bottom Line	(\$9,076.70)	(\$16,012.84)	(\$6,936.14)	76.42%	UNFAV	FAV	Membership continues to grow and believe revenue growth will out pace the hole from the early unplanned expenditures. During Jan-Feb we were on pace to have FAV budget (+\$12,000), March was a tough month due to the electrical work.
Aquatics Revenue	\$870.97	\$280.64	(\$590.33)	-67.78%	UNFAV	On Budget	Short \$500 due to not receiving a Pepsi rebate we have typically received
Aquatics Expenditures	\$44,549.50	\$42,795.46	(\$1,754.04)	-3.94%	FAV	On Budget	Very close to expenditures budgeted this quarter
Aquatics Bottom Line	(\$43,678.53)	(\$42,514.82)	\$1,163.71	-2.66%	FAV	On Budget	At this time, nothing is known that will keep Aquatics from performing within budget
Rec. Connect/Day Camp Revenue	\$136,010.00	\$143,629.80	\$7,619.80	5.60%	FAV	FAV	Record number of kids in Rec Connect this year
Rec Connect/Day Camp Expenditures	\$89,410.05	\$67,494.11	(\$21,915.94)	-24.51%	FAV	FAV	Budgeted for an extra staff member at Dunbar but never hired. Also didn't run a few days due to polar vortex. Saving on food/snacks because kids bring their own more often. Field trip expenses less because some of the days off programs were cancelled on days of field trips. Building Maintenance (painting) done didn't happen until after the first quarter
Rec Connect/Day Camp Bottom Line	\$46,599.95	\$76,135.69	\$29,535.74	63.38%	FAV	FAV	At this time, nothing is known that will keep the Rec Connect Fund from doing better than budget
Indoor Pool Revenue	\$20,375.00	\$30,667.88	\$10,292.88	50.57%	FAV	On Budget	Well ahead because a greater percentage of Fitness Memberships are going to the pool. Will correct this moving forward
Indoor Pool Expenditures	\$47,619.30	\$42,478.15	(\$5,141.15)	-10.80%	FAV	On Budget	Ordered pool vac and lane lines later than expected. Anticipate being on budget for the year
Indoor Pool Bottom Line	(\$27,244.30)	(\$11,810.27)	\$15,434.03	-56.65%	FAV	On Budget	At this time, nothing is known that will keep the Indoor Pool from performing on budget
Dance Revenue	\$23,285.72	\$29,784.13	\$6,498.41	27.91%	FAV	FAV	Higher enrollment than expected. Dance is a Sept-May program and last Sept was higher enrollment which continued into this year. Anticipate Fall program to be at or above current program enrollment.
Dance Expenditures	\$30,849.25	\$39,335.03	\$8,485.78	27.51%	UNFAV	UNFAV	Purchased costumes and registered for competitions earlier than expected due to supply shortages. Using more staffing due to larger classes. Did not properly budget for staff to attend competitions
Dance Bottom Line	(\$7,563.53)	(\$9,550.90)	(\$1,987.37)	26.28%	UNFAV	On Budget	Expenses should slow in second and third quarters and allow revenue to catch up with budget
Cultural Arts Revenue	\$5,550.00	\$3,822.00	(\$1,728.00)	-31.14%	UNFAV	On Budget	This is a new program area, had to estimate budget without history. Have planned several summer camps and programs to catch up on revenue
Cultural Arts Expenditures	\$3,943.78	\$1,322.82	(\$2,620.96)	-66.46%	FAV	On Budget	Less classes running than expected, using less staff and supplies
Cultural Arts Bottom Line	\$1,606.22	\$2,499.18	\$892.96	55.59%	FAV	FAV	Believe the new classes in summer and fall will allow us to increase revenue



1ST QUARTER MARKETING CHANNEL HIGHLIGHTS

	April 2019	May 2019	June 2019
Facebook - MPRD			
Total Likes	4027	4053	4075
Total Monthly Reach	440,995	462,110	437,376
Monthly Engagement	77082	71,964	63,255
Total Impressions	3,934,569	3,389,271	2,978,087

Definitions

Total Likes: Lifetime: The total number of people who have liked your Page. (Unique Users)

Total Followers: A follower sees our posts in their News Feed.

Monthly Reach: 28 Days: The number of people who have seen any content associated with your Page. (Unique Users)

Monthly Engagement: 28 Days: The number of people who engaged with your Page. Engagement includes any click or story created. (Unique Users)

Monthly Impressions: 28 Days: The number of times a post from your page is displayed, whether the post is clicked or not. People may see multiple impressions of the same post. For example, someone might see a page update in the News Feed once, and then a second time if a friend shares it.

Twitter	April 2019	May 2019	June 2019
Impressions	7.9k	7.9K	12.5k
Followers	813	817	824
Top Tweet	Job Fair	ParkView Spring Break Deal	Softball Leagues

Instagram	April 2019	Feb 2019	Mar 2019
Followers	1028	1054	1089

Website	Jan 2019	Feb 2019	Mar 2019
Number of Sessions	9.1k	6.6k	8.1k
Number of Users	5.6K	4.3k	5.4k
% Visits-Returning Visitor	39%	33%	32%
% Visits-Unique Visitor	61%	67%	68%
Page Views	21,513	17,210	21,592
Most Visited Page	Home	Home	Home
2nd Most Visited Page	Park View	Park View	Park View
3rd Most Visited Page	Indoor Pool	Indoor Pool	Indoor Pool
% mobile v. desktop v. tablet	51.9% mobile, 42% desktop 6.1% tablet	49% mobile, 45% desktop 6% tablet	51% mobile, 44% desktop 5% tablet

Digital Online Brochure		
	Views	Subscribers
Winter/Spring 2018/2019	3520	824

Constant Contact e-newsletters			
	Jan	Feb	Mar
Total Subscribers	11,489	11,495	11,579
Subscribed through Activenet Permissions	2	0	145
Subscribed through website	4	2	9
Subscribed by Text		1	
Total monthly Subscribes	6	3	154
Total monthly Unsubscribes	12	18	10

Constant Contact e-newsletters						
		Industry Average: 16.4%	Industry Average: 6.9%		How viewed	
Topic	Date	Open Rate	Click Rate	Unsubscribe*	Desktop	Mobile
January Newseltter	1/1/19	30%	23%	7	42%	58%
Go Mundelein Walk	1/2/19	33%	4%	4	46%	54%
Organic Gardening	1/16/19	42%	6%	-	46%	54%
Gentle Yoga	1/19/19	40%	3%	1	44%	56%
February Newsletter	2/1/19	29%	18%	5	42%	58%
Go Mundelein Walk	2/8/19	37%	2%	0	43	57
Learning Center	2/16/19	23%	5%	0	39%	61%
Organic Gardening	2/22/19	22%	4%	10	46%	54%
Park View Spring Break	2/25/19	30%	4%	8	50%	50%
March Newsletter	3/1/19	23%	13%	4	44%	56%
Softball	3/7/19	31%	7%	0	53%	47%
Go Mundelein Walk	3/11/19	54%	24%	0	83%	17%

RESOLUTION 2019-017

A RESOLUTION OPPOSING THE LEGALIZATION OF THE RECREATIONAL USE OF MARIJUANA

WHEREAS, the possession and use of marijuana is illegal in the United States under federal law, but a few states have permitted the recreational use of marijuana for non-medical purposes; and

WHEREAS, there is legitimate concern about the potential increase in cases of "Driving Under the Influence" with many police departments expressing concern that there is not yet a reliable and accurate way to measure the impairment of a driver who may have consumed marijuana;

WHEREAS, several other states, including Colorado, have recently legalized the recreational use of marijuana and are beginning to record data related to this change in policy; such data will illustrate both the benefits and possible detrimental effects of legalization, whether related to health, public safety, the effects on children, or any number of other issues;

WHEREAS, the social costs appear to far outweigh any short-term revenue gains from legalization of recreational marijuana; **NOW, THEREFORE, BE IT RESOLVED** by the President and Board of Trustees of the Village of Vernon Hills, Lake County, Illinois, that:

The Village of Vernon Hills has concerns on any policy and program initiatives to legalize the recreational use of marijuana for non-medical purposes by adults, because of the social impact, the short-term and long-term risks for children and adolescents, in terms of their health and future intellectual potential; and for the general well-being of youth and the community.

In the event that the legislature decides to pursue expansion of marijuana usage in Illinois, we urge lawmakers to slow the process of legalizing recreational marijuana in Illinois, so that lawmakers, stakeholders, and experts alike have the chance to consider the societal impact of legalization and examine all of the data from other states that have passed similar legislation. Lawmakers should not rush irresponsible legislation purely for perceived short term tax revenues without considering data regarding social costs and should consider the health and safety of Illinoisans as their first priority when considering the question of legalization;

Municipalities must be guaranteed the right to retain local authority to regulate the distribution of cannabis in their communities to ensure proper compliance with all local and state rules. Cannabis distribution should follow the long-established liquor licensing model, where the Illinois Liquor Commission issues state licenses and each municipality has licensing authority and the ability to oversee and swiftly address violations.

Municipalities must retain the right of control over zoning and siting of cannabis distribution locations.

Home cultivation without local oversight is problematic, therefore the Village of Vernon Hills opposes home cultivation. If allowed, at a minimum, any legislation must include a process

requiring home cultivators to register with local authorities and provide permission to access cultivation sites in order to monitor compliance.

Legalization should not be considered until a standardized method of determining the potency of edibles can be established to reliably inform and protect consumers of edible cannabis products;

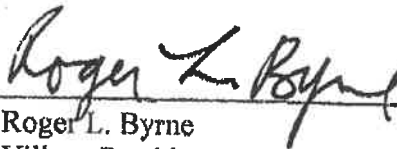
Recreational cannabis legislation must address impaired driving standards and enforcement including observational standards permitting local authorities to establish prima facie cases of impaired driving.

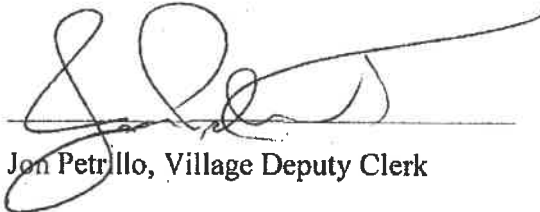
Municipal law enforcement agencies must be provided the necessary funding to both fully train their patrol officers for this new environment (such as the Intensive Drug Recognition Expert training program) and purchase and necessary equipment (such as cannabis impairment detection testing devices that may be authorized for future use in Illinois). Funding for law enforcement is required **even if the municipality does not have a cannabis distribution facility.**

Adopted by roll call vote as follows:

AYES: 6 – Brown, Schultz, Marquardt, Koch Oppenheim, Takaoka
NAYES: 0 - None
ABSTAIN: 1 – Byrne
ABSENT: 0 - None

PASSED: 05/07/2019
APPROVED: 05/07/2019
ATTEST: 05/07/2019


Roger L. Byrne
Village President


Jon Petrillo, Village Deputy Clerk

Managing Risks, Promoting Wellness Mundelein Park & Recreation District

May 2019

Last year, PDRMA delivered on its commitment to the agency's cornerstones and risk management and wellness best practices. More importantly, we recognized our obligation to make wise choices, since each decision ultimately impacted individuals, from member employees to patrons and taxpayers.



Throughout 2018, we pursued many avenues to help members keep patrons safe, provide staff with competitively priced, quality health care and expand and improve member resources.

Please share this letter and our annual report – available online and as a hard copy upon request – with your management staff and agency board members.

Risk Management Services

PDRMA's Risk Management Consultants offer expert guidance to help your agency prevent losses and provide a safe environment for patrons of every age to enjoy. Their expertise is on-site, in-depth and provided at no extra cost to PDRMA members.

While it is impossible to measure the savings associated with avoiding or minimizing losses, it is undoubtedly significant. Your agency was actively involved in preventing loss through the Loss Control Review (LCR) and *your agency's most recent LCR score was: 97.80%*

In addition, your agency has been awarded PDRMA's highest honor for achievement in loss control — Accreditation.

Over the past two years, we awarded your agency **\$3000** in total cash incentives in recognition of your loss control efforts.



Education and Training

While other organizations offer generalized training programs, PDRMA provides members with a broad range of hands-on and online industry-tailored educational programs that help members manage risks and promote wellness for employees and patrons alike.

A total of 26 of your agency's staff participated in 59 PDRMA education and training offerings in the past two years.

Legal Consultation

Members rely on advice and practical solutions provided by our in-house counsel to help them avoid costly legal problems. In 2018, PDRMA's counsel offered expert guidance at no additional cost to members through email, our Human Resource and Employment Liability Program (HELP) and nearly 735 HELPLine calls.

Number of calls your staff made to the HELPLine in the past two years: 14

Promoting Wellness

Health Program members continued to pursue the PATH (Positive Activities Toward Health) participation goal of 75-percent of eligible employees, falling just shy of it in 2018.

***Your agency's participation rate of eligible employees last year:
64.71%***

Filling out a Health Assessment questionnaire and attending a biometric screening event (or submitting biometric results via a Physician Tracking Form) helps PATH recommend the most appropriate activities, workshops, coaching support and challenges to keep participants engaged and active throughout the year. Employees earned points for completing activities up to an annual maximum of 400, which translates to equivalent incentive dollars at the end of the program year.

Rate Stabilization

Year after year, PDRMA's philosophy of focusing on long-term sustainability and financial stability provides members with a variety of ways to successfully manage risks and promote wellness within the framework of stable rates. In 2017 and 2018, PDRMA lowered Property/Casualty Program members' total contributions by \$4.60 million, combined, through use of the rate stabilization fund.

***Amount of rate stabilization used on your agency's behalf in the past two years:
\$40,515.00***

Although the total value of managing your risks and promoting wellness is impossible to fully quantify, one thing is certain: **The strength of PDRMA membership, combined with our innovative and industry-specific offerings, creates a bottom line that goes beyond just a number to help you effectively manage risks and promote wellness for your agency, employees and patrons.**

