

MINUTES
Mundelein Park & Recreation District
Committee of the Whole
September 28, 2020

The Committee of the Whole meeting of the Board of Park Commissioners of the Mundelein Park and Recreation District was called to order at 7:00 p.m. by President ORTEGA held at the Regent Center, 1200 Regent Drive, Mundelein, IL 60060.

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

President ORTEGA introduced the COVID-19 Updates. Executive Director SALSki discussed the August Financial Report. He stated that he dropped the Property Tax Revenue collection rate to 95% for the August financial report which impacted by revenues by \$280,000. Commissioner DOLAN had various questions about the change from each month and reasons for dropping the tax collection revenue. Executive Director SALSki was concerned with initial fall registration and potential impacts on residents potentially not being able to pay full amount of property tax. Commissioner DOLAN was concerned it was a significant decrease from the July financial report and asked what is staff planning to cut if property tax collection decreases to 95%. Additionally, Executive Director SALSki and staff stated that there were decreased revenues expected based on fall registration and a miscalculation in the July report which also decreased the revenues. Executive Director SALSki stated that he will review all projections again for the September report especially the tax collection percentage. Commissioner McGRATH mentioned a fitness member cited an issue with technology or communications related to monthly fees being processed. Superintendent of Recreation LaPORTE stated that the email system flagged numerous emails which did not allow specific emails to go out without Park & Recreation knowledge. Therefore, some members did not receive communication about the monthly fees being turned on. Staff has used a different process to send emails after the issue was identified.

President ORTEGA mentioned the 2021 Proposed Fees and requested Executive Director SALSki and staff expand on the fees. Executive Director SALSki and Superintendent of Buildings & Grounds SOLBERG recommended increasing and reducing the number of fee options due to ease of processing and Water Usage Stamp. President ORTEGA requested further explanation. Executive Director SALSki and Superintendent of Buildings & Grounds SOLBERG mentioned prior to 2018, IDNR required boaters to acquire a Water Usage Stamp, which was used by staff to determine if a vessel was powered or non-powered. In 2018, IDNR stopped the use of the stamp, which has prevented registration staff from determining if a boater has a powered and non-powered vessel. With the elimination of the Water Usage Stamp, registration staff can no longer verify if a boat is powered or non-powered at the time of application.

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, SEPTEMBER 28, 2020 AT 7:30 P.M. AT THE
REGENT CENTER, 1200 REGENT DRIVE, 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 ORTEGA and he asked the assemblage to rise and recite the Pledge of Allegiance.

He then directed the secretary to call the roll. Present were Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA.

Staff present included Executive Director SALSKI, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG, Superintendent of Recreation LaPORTE and Superintendent of Business Services & IT McINERNEY.

Commissioner McGRATH moved to approve the minutes of the Committee Meeting, Regular Meeting and Executive Session from September 14, 2020, second by Commissioner DOLAN. President ORTEGA repeated the motion and asked if there were any additional corrections or additions and none were made. A voice vote was taken with all voting yes.

President ORTEGA stated the Warrants being approved. Commissioner FRASIER moved to approve Warrants 091820, 092020, and 092820 in the amount of \$288,169.66 second by Commissioner KNUDSON. President ORTEGA repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, KNUDSON, DOLAN, McGRATH and ORTEGA voting yes.

Commissioner DOLAN moved to place the August Financial Report on file, second by Commissioner McGRATH. President ORTEGA repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners DOLAN, McGRATH, FRASIER, KNUDSON and ORTEGA voting yes.

Commissioner FRASIER moved to place the Police Report on file, second by Commissioner McGRATH. President ORTEGA repeated the motion and asked if there were any questions and none were raised. A voice vote was taken with all voting yes.

President ORTEGA introduced 2021 Proposed Fees agenda item. Commission DOLAN moved to approve the 2021 Proposed Fees for Diamond Lake Beach Boat Launch and Steeple Chase Golf Club, second by Commissioner McGRATH. President ORTEGA repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners DOLAN, McGRATH, FRASIER, KNUDSON and ORTEGA voting yes.

Under Board Business, Commissioner DOLAN congratulated staff on the Best of the Best Award.

Staff Reports

Golf

Golf Operations Manager BROLLEY discussed the success of the golf club in August. President ORTEGA asked when the carts will be picked up. Golf Operations Manager BROLLEY stated November. Golf Operations Manager BROLLEY stated that the Golf Club is on pace to be better than budget.

Golf Maintenance

Golf Course Superintendent DORUFF mentioned it was favorable for aerifying. He stated that there were no negative comments. Commissioner DOLAN asked if there was a lot of geese. Golf Course Superintendent DORUFF stated it has been limited but he noticed they are coming from the Farmer's field. Commissioner KNUDSON if anyone has mentioned anything about the sand traps not being raked. Golf Operations Manager BROLLEY mentioned the club has received very limited feedback. Commissioner DOLAN asked if staff was actively taking down trees. Golf Course Superintendent DORUFF responded the trees were naturally falling down and stump grinding will be completed soon.

Parks

Superintendent SOLBERG discussed his report. Commissioner McGRATH asked if district was using same geese company as golf club. Superintendent SOLBERG stated there are two different companies. Commissioner McGRATH stated the opportunity to research using same contractor.

Recreation

Superintendent LaPORTE discussed the Preschool & Child Care retirements and hiring Melinda Agosta. He discussed a slight decrease in dance which is consistent with other private studios. He mentioned the PGA Hope. Commissioner KNUDSON asked about the Egg Hunt and changes. Superintendent LaPORTE mentioned changes were being reviewed the past few years. Commissioner FRASIER asked about rain dates for specific events. Superintendent LaPORTE stated there are rain dates. Superintendent LaPORTE mentioned a few challenges with fitness and members wanting to come back. Commissioner DOLAN asked if they are going to other clubs. Superintendent LaPORTE said our return rate percentage is consistent with other clubs. President ORTEGA asked if staff stays in contact with members who are on hold. Superintendent LaPORTE stated staff does reach out regularly. He stated a video was made demonstrating safety. Commissioner KNUDSON asked when did memberships begin declining. Superintendent LaPORTE stated when memberships were turned back on.

Meeting Minutes
September 28, 2020
Page Three

Business Services

Superintendent McINERNEY presented information in packet. She mentioned her webinar with Lake County and potential for receiving less funds due to specific payroll not being allowed as an expense.

President ORTEGA acknowledged and congratulated the following service anniversaries: Laurie Gembara, 35; Kathy Staufenbiel, 24; Rachael Staufenbiel, 8; Debra Engdahl, 19; Elizabeth Bedolla, 5; Natalie Hetzel Barlow, 12; Matt LaPorte, 3; Kelsey Fuller, 1

Visitors: None.

There being no further business, Commissioner DOLAN moved to adjourn at 8:07 p.m. second by Commissioner McGRATH. The motion was unanimously approved.



Secretary

