

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

Monday, September 10, 2018

7:30 p.m.

AGENDA

Call To Order:

Pledge of Allegiance:

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

Approval of Minutes: Committee Meeting August 27, 2018
Regular Meeting August 27, 2018

Approval of Disbursements: Warrants – 090318, 090418, 090718, 091018 = \$328,576.42

Correspondence:

1. Thank you card from William Blair
2. Recognition letters from IAPD
3. Thank you letter from Old Number One Fire Truck Committee

Old Business:

New Business: 1. Award Contract for Holcomb Park Construction

Board Business:

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

Action on Items Discussed in Executive Session, if Necessary

Visitors:

Adjournment:

Rules for Public Comment:

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

Approved 4/14/2014 Board Meeting

Mundelein Park & Recreation District
Committee of the Whole
August 27, 2018

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

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

Executive Director RESNICK asked the Board if the format for the Second Quarter Financial Report was acceptable. President DOLAN said he liked the format and Commissioner KNUDSON said the explanations were very good.

President DOLAN suggested for the Capital Meeting on September 11, staff prepare a list of fixed and variable revenues as well as fixed and variable expenses and capital depreciation. This will illustrate what funds are available for capital purchases as well as identify possible adjustments in expenses if revenues do not meet expectations.

The Board reviewed the Strategic Plan. Executive Director RESNICK added two items. Under Strategic Priority 1 on page 11, the District now has two videos in Spanish on the website explaining how to create a household and how to register for a program. Under Building & Facility Improvements on page 9, the tables and counter top at Diamond Lake Rec Center have been replaced. President DOLAN asked when the Strategic Priorities would be updated. Executive Director RESNICK said the plan is for the years 2016-2020 so it would be a good idea to update it next year as the end of the plan approaches.

The project updates were reviewed. Commissioner ORTEGA asked if the District had ever approached contractors about using vacant District properties for training purposes, similar to how the Fire Department was given the opportunity to training on a burning structure that was to be razed. Executive Director RESNICK replied that this had not been done, but she would look into it. Commissioner FRASIER suggested contacting Operators 150 in Lakemoor.

The Committee Meeting adjourned at 7:30 pm.

Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, AUGUST 27 2018 AT 7:30 P.M. AT THE
MUNDELEIN COMMUNITY CENTER ADMINISTRATION OFFICES,
1401 NORTH MIDLOTHIAN ROAD, MUNDELEIN, ILLINOIS**

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

He then directed the secretary to call the roll. Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA were present. Staff present included Executive Director RESNICK, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG, Superintendent of Recreation LaPORTE and Superintendent of Business Services & Technology ERICKSON.

Commissioner McGRATH moved to approve the minutes of the Committee Meeting and Regular Meeting of August 13, 2018, second by Commissioner ORTEGA. 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.

Commissioner FRASIER moved to approve Warrants 082118, 082418, and 082718 in the amount of \$311,531.61 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.

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

Commissioner KNUDSON moved to place the July Police Report on file, second by Commissioner FRASIER. President DOLAN repeated the motion and asked if there were any questions. A voice vote was taken with all voting yes.

President DOLAN said a thank you card was received from the parent of a child who was able to participate in daycamp because of the Foundation's financial support.

Commissioner FRAISER moved to approve Resolution 18-08-01 Authorizing an OSLAD Grant Application, 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 FRAISER, ORTEGA, KNUDSON, McGRATH and DOLAN voting yes.

Staff Reports

Golf

Commissioner ORTEGA asked how leagues were secured. Golf Operations Manager BROLLEY said usually someone from the league contacts the golf course. He said there is a balance we want to maintain with leagues, outings and open tee times. President DOLAN asked why the Second Quarter Financial Report indicated the golf course revenue would end the year unfavorably but year to date is ahead of budget. Golf Operations Manager BROLLEY said the report was written in early July when the course was behind and he projected the remainder of the year to be at budget but late July and early August were ahead of budget. Commissioner McGRATH asked how many complaints were received about removing the trap on the 10th hole. Golf Course Superintendent DORUFF said he was not aware of any. Commissioner FRASIER asked about treating the ponds on the 9th and 13th holes for algae. Golf Course Superintendent DORUFF said this could be done, but he did not know how effective it would be as both are very shallow.

Parks

Commissioner FRASIER suggested a thank you letter be sent to Fremont Township Highway Department for their assistance with the Wilderness South Pond project. He was told this will be done. President DOLAN asked about a ribbon cutting for the park in Holcomb. He was told a date would be selected once construction started and a timeline was established. Commissioner McGRATH asked about the difference between tennis and pickleball. Superintendent of Buildings & Grounds SOLBERG said they are different sizes and the District has one court stripped for both and two of the courts being built at Scott Brown would be specifically for pickleball. Commissioner ORTEGA asked if photos were submitted to the newspapers about the court construction and recent intern from France. He was told photos were submitted for the court construction but not for the intern. Commissioner KNUDSON asked when the court construction would be completed. Superintendent of Buildings & Grounds SOLBERG said late September.

Recreation

President DOLAN congratulated staff on the success of the Odyssey Camp. Superintendent of Recreation LaPORTE gave credit to retired Recreation Supervisor Myra Tatarowicz as this was her idea. President DOLAN asked if staff was being recognized for a very busy summer. Superintendent of Recreation LaPORTE said there was a small celebration at last week's Rec Staff Meeting. Commissioner ORTEGA asked if the District tracked younger siblings at Big & Little. Superintendent of Recreation LaPORTE said Big & Little Director Laurie Gembara has a general idea but there was no formal tracking. Commissioner KNUDSON asked if the success of Daycamp and Rec Connect were due to the new Dunbar Recreation Center. Superintendent of Recreation LaPORTE said feedback has been very good, but this couldn't be measured.

Business Services

President DOLAN asked about running parallel softwares. Superintendent of Business Services & Technology ERICKSON said this was not happening now but there would be one parallel payroll. Commissioner ORTEGA asked how long the child was expelled from daycamp. Superintendent of Recreation LaPORTE said this was the final week of camp so he did not return. He explained each case is different and the discipline will depend on the violation. Commissioner FRASIER asked how much the bank charged for the Positive Pay program. Executive Director RESNICK said she believed it was between \$50-75 per month.

President DOLAN announced service anniversaries: Nan Coutre, 31 years; Denise LaBeef, 18 years; April Lohr, 17 years; Tony Elasser, 3 years; Karen Peterson, 9 years; Jill Miller, 23 years; and John Rogers, 2 years.

Visitors

Ron Greenberg complimented the District on the cooperative program of hosting the residents of Grand Dominion while their facilities were closed. He said he heard many positive comments from residents who had never visited Park View before.

There being no further business, Commissioner ORTEGA moved to adjourn at 7:58 p.m. second by Commissioner McGRATH. The motion was unanimously approved.

Secretary

**MEETING REMINDER
MONDAY, SEPTEMBER 10, 2018**

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

Action Items

1. Award Contract for Holcomb Park Construction

Updates

1. New resident promotion piece
2. Tax appeal
3. Capital Meeting

Action Items

Two bids were received for the construction of a park in the Holcomb subdivision. The landscape architect who designed the park reviewed the bids and feels the lower bidder is qualified. He recommends we accept the alternate to repair and replace the sidewalk at the corner. He does not recommend the alternate to use asphalt for the path instead of concrete. This would save \$1,564 but concrete is a longer lasting materials. The District has already purchased the equipment that will be installed.

<u>Bidder</u>	<u>Base Bid</u>	<u>Sidewalk Alt.</u>	<u>Path Alt.</u>
Copenhaver Construction	\$146,233	<\$1,564>	\$3,200
DK Contractors	\$228,995	<\$8,695>	\$2,770

Staff recommends awarding a contract to Copenhaver Construction of Gilberts, IL in the amount of \$149,433 for the construction of a park in the Holcomb subdivision.

Updates

Enclosed is the promotional piece we will be sending to all new residents.

There was one tax appeal this month; 620 S. Butterfield, \$185,393 reduction request.

Just a reminder about the Capital Plan meeting Tuesday, September 11 at 6:00 pm at Mundelein Community Center

8/27/18

This is just a note to thank you for allowing the people from Dell Web to use your facility during our rotation. The staff was very helpful & the facility had great equipment.

I needed to use exercise equipment for medical reasons and thanks to you there was no interruption.

Once again I just wanted to let you know how much it was appreciated.

William Blair



August 31, 2018

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

Dear Margaret:

Please find enclosed letters that were sent to Representative Carol Sente, Representative Helene Miller Walsh and Senator Terry Link. We wanted them to know about the outstanding work the Mundelein Park & Recreation District is doing and the recognition it will be receiving at the *Best of the Best Awards Gala* on October 12th.

I encourage you to make Representative Sente, Representative Walsh and Senator Link a part of your agency's *Best of the Best Awards Gala* reservation, so that they can join in the celebration and learn more about your park district's award-winning projects.

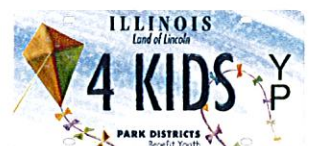
Congratulations on the award, Margaret. Keep up the great work!

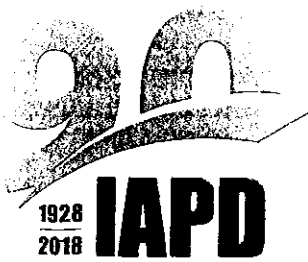
My best personal regards,

A handwritten signature in black ink that reads 'Peter M. Murphy'. The signature is fluid and cursive, with a long, sweeping tail on the 'y'.

Peter M. Murphy
President/CEO

Enclosures





*A Legacy of
Innovation and Excellence*

August 29, 2018

The Honorable Terry Link
Illinois Senate
100 South Greenleaf Street
Gurnee, IL 60031

Dear Senator Link:


I am honored to tell you that the Mundelein Park & Recreation District will be recognized with a statewide award at the Illinois Association of Park Districts' Best of the Best Awards Gala. This year's Gala will take place the evening of Friday, October 12, 2018, at Wheeling Park Districts' beautiful Traditions at Chevy Chase Country Club.

The Mundelein Park & Recreation District is receiving a "Best of the Best" statewide award in the good sportsmanship category for its nomination of Paul Lohr. The District competed against other park districts, forest preserves, conservation and recreation agencies throughout the state in order to win this prestigious award.

IAPD's Best of the Best Awards Gala provides the perfect setting to shine the light on agencies like the Mundelein Park & Recreation District as a model for others. The outstanding contributions that park board members, citizen volunteers, businesses and media make each year improve communities throughout Illinois and inspire others to do the same. We are proud of these extraordinary efforts and believe they deserve statewide recognition at a prominent event like the Gala.

Thank you for your support of the Mundelein Park & Recreation District and for all you do to help the Illinois Association of Park Districts advance parks, recreation and conservation. Together, we are helping to make Illinois a better place to live, work and play.

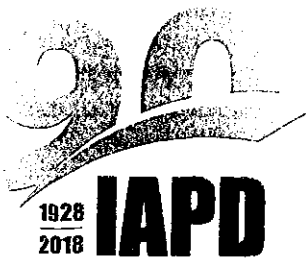
My best personal regards,



Peter M. Murphy
President/CEO

c: Margaret Resnick, Mundelein Park & Recreation District





A Legacy of
Innovation and Excellence

August 29, 2018

The Honorable Terry Link
Illinois Senate
100 South Greenleaf Street
Gurnee, IL 60031

Dear Senator Link:

I am honored to tell you that the Mundelein Park & Recreation District will be recognized with a statewide award at the Illinois Association of Park Districts' Best of the Best Awards Gala. This year's Gala will take place the evening of Friday, October 12, 2018, at Wheeling Park Districts' beautiful Traditions at Chevy Chase Country Club.

The Mundelein Park & Recreation District is receiving a "Best of the Best" statewide award in the best friend of Illinois parks - mid-sized business category for its nomination of Knauz Automotive Group. The District competed against other park districts, forest preserves, conservation and recreation agencies throughout the state in order to win this prestigious award.

IAPD's Best of the Best Awards Gala provides the perfect setting to shine the light on agencies like the Mundelein Park & Recreation District as a model for others. The outstanding contributions that park board members, citizen volunteers, businesses and media make each year improve communities throughout Illinois and inspire others to do the same. We are proud of these extraordinary efforts and believe they deserve statewide recognition at a prominent event like the Gala.

Thank you for your support of the Mundelein Park & Recreation District and for all you do to help the Illinois Association of Park Districts advance parks, recreation and conservation. Together, we are helping to make Illinois a better place to live, work and play.

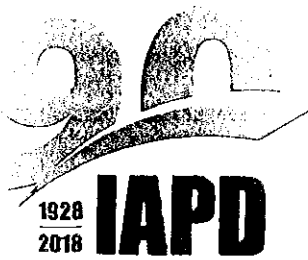
My best personal regards,

A handwritten signature in black ink that reads 'Peter M. Murphy'. The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Peter M. Murphy
President/CEO

c: Margaret Resnick, Mundelein Park & Recreation District





*A Legacy of
Innovation and Excellence*

August 29, 2018

The Honorable Carol Sente
Illinois House of Representatives
294 Evergreen Drive
Vernon Hills, IL 60061

Dear Representative Sente:

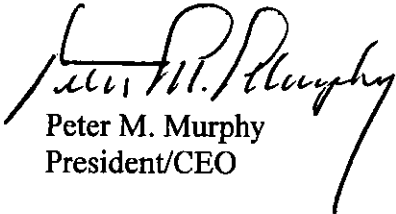
I am honored to tell you that the Mundelein Park & Recreation District will be recognized with a statewide award at the Illinois Association of Park Districts' Best of the Best Awards Gala. This year's Gala will take place the evening of Friday, October 12, 2018, at Wheeling Park Districts' beautiful Traditions at Chevy Chase Country Club.

The Mundelein Park & Recreation District is receiving a "Best of the Best" statewide award in the good sportsmanship category for its nomination of Paul Lohr. The District competed against other park districts, forest preserves, conservation and recreation agencies throughout the state in order to win this prestigious award.

IAPD's Best of the Best Awards Gala provides the perfect setting to shine the light on agencies like the Mundelein Park & Recreation District as a model for others. The outstanding contributions that park board members, citizen volunteers, businesses and media make each year improve communities throughout Illinois and inspire others to do the same. We are proud of these extraordinary efforts and believe they deserve statewide recognition at a prominent event like the Gala.

Thank you for your support of the Mundelein Park & Recreation District and for all you do to help the Illinois Association of Park Districts advance parks, recreation and conservation. Together, we are helping to make Illinois a better place to live, work and play.

My best personal regards,



Peter M. Murphy
President/CEO

c: Margaret Resnick, Mundelein Park & Recreation District





*A Legacy of
Innovation and Excellence*

August 29, 2018

The Honorable Carol Sente
Illinois House of Representatives
294 Evergreen Drive
Vernon Hills, IL 60061

Dear Representative Sente:

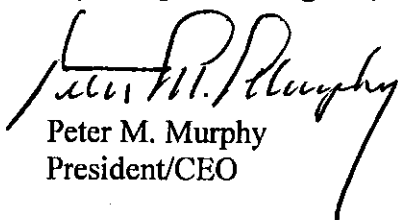
I am honored to tell you that the Mundelein Park & Recreation District will be recognized with a statewide award at the Illinois Association of Park Districts' Best of the Best Awards Gala. This year's Gala will take place the evening of Friday, October 12, 2018, at Wheeling Park Districts' beautiful Traditions at Chevy Chase Country Club.

The Mundelein Park & Recreation District is receiving a "Best of the Best" statewide award in the best friend of Illinois parks - mid-sized business category for its nomination of Knauz Automotive Group. The District competed against other park districts, forest preserves, conservation and recreation agencies throughout the state in order to win this prestigious award.

IAPD's Best of the Best Awards Gala provides the perfect setting to shine the light on agencies like the Mundelein Park & Recreation District as a model for others. The outstanding contributions that park board members, citizen volunteers, businesses and media make each year improve communities throughout Illinois and inspire others to do the same. We are proud of these extraordinary efforts and believe they deserve statewide recognition at a prominent event like the Gala.

Thank you for your support of the Mundelein Park & Recreation District and for all you do to help the Illinois Association of Park Districts advance parks, recreation and conservation. Together, we are helping to make Illinois a better place to live, work and play.

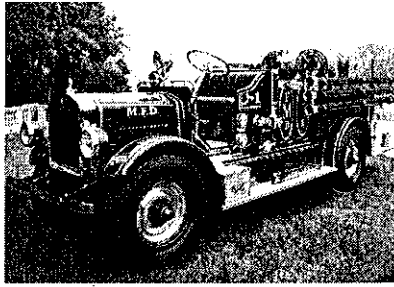
My best personal regards,



Peter M. Murphy
President/CEO

c: Margaret Resnick, Mundelein Park & Recreation District





Old Number One Fire Truck Committee
Mundelein Fire Department
1000 N. Midlothian Road
Mundelein, IL 60060

August, 2018

Dear Friends of Old Number One,

The Old Number One Fire Truck Committee held its fifth benefit golf outing on Tuesday, August 7, 2018. We would like to take this opportunity to express our sincere thanks for making this golf outing a success. The event was successful due to the support we received from individuals and businesses that supported Old Number One by donating raffle/silent auction items, being hole sponsors and playing golf.

Our goal this year was to raise enough funds to make a donation to the Mundelein Fire Association for all their help and support. We are proud to be able to donate \$1,500 to the Mundelein Fire Association.

The enclosed list of Donors and Hole Sponsors was given to all the golfers the day of the outing.

Your contribution helps to insure the continued maintenance and preservation of Old Number One. Thanks again and we hope you realize that your support does make a difference.

Sincerely,

Old Number One Committee Members

Bob Stadlman	Dave Bruecks	Dick Hegerle	Ray Mullen
Vern Lappe	John Gannon	Karen Kobeck	Tim Sashko
Wendy Frasier	Gary Gunther	Bill Lark	Mary Yoho