

**MINUTES**  
**Mundelein Park & Recreation District**  
**Committee of the Whole**  
**April 26, 2021**

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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.

Present were Commissioners DOLAN, KNUDSON, McGRATH and ORTEGA. Commissioner FRASIER arrived at 7:03 p.m.

Staff present included Executive Director SALSKI, Golf Operations Manager BROLLEY, Superintendent of Buildings & Grounds SOLBERG, Superintendent of Recreation LaPORTE and Superintendent of Business Services & Technology McINERNEY, Manager LAWRENCE, Planning, Development & Adm. Manager OUIMET.

Executive Director SALSKI provided background on Phase Fun and asked Manager LAWRENCE to present details. Manager LAWRENCE discussed the project brief and presented three ideas/options for Phase Fun. Manager LAWRENCE mentioned holding a raffle for a significant grand prize (i.e. iWatch or kayak). She stated community members would be entered each time they register for a program or event but anyone would be able to enter by coming to the Community Center and filling out a raffle card. It would be run for a short time-frame so that an increase in registration would be measurable. She mentioned the second idea was scratch-offs and would be geared toward the season in which the district completely reopens. She provided various scratch off options related to the facilities and programs. She mentioned the third option could be a Social Media Flash sale that would mirror discounts in New Resident Coupons for fitness, swimming lessons, park parties, and long-term dance. Commissioner DOLAN asked if the initiative was focused on both Users and Residents. Manager LAWRENCE mentioned it was focused on both so more people can check out the facilities and programs. President ORTEGA asked staff considered offering larger items focused on the MPRD. Manager LAWRENCE mentioned it was still under discussion. Commissioner KNUDSON stated Phase Fun was a good marketing initiative.

Manager LAWRENCE shared an update on discussions with the Village regarding the “Made for You, Mundelein” Campaign. Executive Director SALSKI stated that he planned to contact the Village requesting permission to use a sub-brand.

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**Staff Reports**

*Golf*

Golf Operations Manager BROLLEY stated Steeple Chase Golf Club had the best April in its history. The Golf Club had the second-best March in its history. He mentioned it was cold on Sunday but there were still 140 golfers. Commissioner DOLAN asked if golfers are able to book quicker or can a golfer book in two days. Manager BROLLEY mentioned that tee times are booked at least a week in advance if not two weeks early in the season. Commissioner KNUDSON asked where most golfers reside. Manager BROLLEY mentioned less than 20% were residents. Commissioner DOLAN asked if the Golf Club received feedback about the \$5 rider fee. Manager BROLLEY mentioned there have not been questions and/or issues the past month. He mentioned carts were getting low but not completely out which was helpful. Commissioner McGRATH asked if the golf club obtained a handicap cart. Manager BROLLEY mentioned the golf club has not purchased one.

*Buildings and Grounds*

Superintendent SOLBERG mentioned there was Beaver activity as the Village contacted him about a dam near Longmeadow Park. He stated there was a winter worth of water released after half the dam was taken down. Commissioner McGRATH mentioned the amount of water was unbelievable and flowing significantly into Loch Lomond. President ORTEGA asked if the Fire Alarm Inspection turned out well. Superintendent SOLBERG mentioned there were minor changes only. Commissioner McGRATH asked about the Virtual Maintenance Training Program and what was involved. Superintendent SOLBERG stated it was educational sessions for staff. Commissioner ORTEGA mentioned about the resident complaint at Orchard Basin and control burning. Commissioner McGRATH asked if control burning was based on the season or State of Illinois. Superintendent SOLBERG mentioned it was determined by the season and weather. MPRD can burn anytime. Commissioner KNUDSON asked if the ice rink came down easy. Superintendent SOLBERG mentioned it did and new Manager CRONKHITE had additional suggestions for taking it down in the future. He stated the plastic boards are filled with pea gravel because of the wind. Commissioner McGRATH asked if the boards could be filled with water to make it easier. Superintendent SOLBERG stated there would be more prepping with making sure the water doesn't freeze resulting in damage to the boards.

The committee meeting discussion continued in the Regular Board Meeting at 7:30 p.m.

Visitor: Ron Greenberg

  
Secretary

**MINUTES**  
**Mundelein Park and Recreation District**  
**Regular Board Meeting**  
**April 26, 2021**

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The Regular Board 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, Superintendent of Buildings & Grounds Solberg, Superintendent of Recreation LaPorte and Superintendent of Business Services & Technology McInerney, Marketing Manager Lawrence, Planning, Development & Adm. Manager Ouimet.

The Committee Meeting discussion continued as Superintendent LaPorte mentioned registration numbers are up, softball leagues started, camp registration was close to 100 children, Preschool was finishing up its school year, Big & Little Child Development are gaining kids each month with 51 children enrolled, all dancers performed well at a Dance Competition with Sophie Volk taking Platinum, Regent Center participation was lower due to COVID but rentals were going well, Barefoot Bay Rentals were better than budget, Fitness Center saw its first increase in membership in a year as staff had been calling past members and Brian Kasper was hired as the Recreation Programs Manager. Commissioner Knudson asked if staff was hearing anything about the Fitness Industry. Superintendent LaPorte mentioned the Fitness Center has a large amount of college students with short-term memberships. He stated the overall membership demographic was older.

Superintendent McInerney mentioned the audit was almost finished and will be presented on May 10. She mentioned Performance Evaluations were completed with distribution of merit increases beginning May 1. She provided details of cyber security training and specific employees received test emails. She stated all employees with an agency email were required to complete the specific training. President Ortega asked if cyber security training included ransom ware. Superintendent McInerney mentioned ransom ware was focused on people clicking a link. Commissioner McGrath asked if the district received many applicants for seasonal positions. Superintendent McInerney mentioned the agency was doing well and getting staffed but some areas needed more staff. Superintendent McInerney recognized the tenure, efforts and retirement of Nerissa Brueckbauer.

Commissioner Dolan moved to approve the minutes of the Committee Meeting, Regular Meeting and Executive Session from April 12, 2021, second by Commissioner McGrath. President Ortega repeated the motion and asked if there were any additional corrections or additions and none were made.

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President ORTEGA read the Warrants needed to be approved. Commissioner FRASIER moved to approve Warrants 041621, 0041821, 042621 and 042721 in the amount of \$292,770.55 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 FRASIER, McGRATH, DOLAN, KNUDSON and ORTEGA voting yes.

President Ortega requested a motion for the financial report. Commissioner DOLAN moved to place the March Financial Report on file, second by Commissioner McGRATH. President ORTEGA repeated the motion and asked if there were any questions. Commissioner DOLAN asked Executive Director Salski when the Board would receive projections. Executive Director SALSki stated that he would like to wait until June or July meeting especially with COVID related to camps and Barefoot Bay memberships and daily fees. He mentioned that staff will continue reviewing financials monthly while updating Superintendent McINERNEY and Executive Director SALSki as well as provide general projections per fund. If he is more confident with projections, the projections will be rolled out earlier. Commissioner DOLAN mentioned early projections may allow the district to evaluate capital projects earlier. A roll call vote was taken with Commissioners DOLAN, McGRATH, FRASIER, KNUDSON and ORTEGA voting yes.

President Ortega requested a motion to file the Police report. Commissioner McGRATH moved to place the Police Report on file, second by Commissioner FRASIER. 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.

Commissioner DOLAN recommended sending a congratulatory letter to the Village of Trustees and offering a tour of parks and facilities. Executive Director SALSki stated he will send out letters.

President ORTEGA introduced the Full-Time Salary Ranges. Commissioner DOLAN moved to approve the full-time salary ranges as presented, second by Commissioner McGRATH. President ORTEGA repeated the motion and asked if there were any questions. Commissioner KNUDSON asked if there were any changes. Executive Director SALSki stated there were no changes. A voice vote was taken with all voting yes.

President ORTEGA introduced the Ordinance 21-04-01. Commissioner KNUDSON moved to approve Ordinance 21-04-01, second by Commissioner FRASIER. President ORTEGA repeated the motion and asked if there were any questions. A voice vote was taken with all voting yes.

President ORTEGA acknowledged service anniversaries of Richard Brite, 3 years; Nicole Schaller, 3 years; Daniel Marcos, 5 years; Kyunga Woo, 17 years; Bill Brolley, 21 years; Steve Yeazell, 22 years.

Visitor Ron Greenberg acknowledged the quality of the summer brochure.

Commissioner DOLAN moved to adjourn to Executive Session at 7:59 p.m. for discussion of Personnel 5 ILCS 120/2 (c)(1), second by Commissioner McGRATH. A roll call vote was taken with Commissioners DOLAN, McGRATH, FRASIER, KNUDSON and ORTEGA voting yes.

The Regular Board meeting reconvened at 8:07 p.m.

There being no further business, Commissioner DOLAN moved to adjourn at 8:07 p.m. second by Commissioner McGRATH. A voice vote was taken with all voting yes.

  
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Secretary

