

MINUTES
Mundelein Park and Recreation District
Regular Board Meeting
August 23, 2021

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 FRASIER 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, KNUDSON, McGRATH, ORTEGA and FRASIER

Staff present included Executive Director Salski, Golf Operations Manager Brolley, Interim Superintendent of Buildings & Grounds Jeske, Superintendent of Recreation Laporte, and Superintendent of Business Services & Technology McInerney.

President FRASIER read the minutes needed to be approved. Commissioner ORTEGA moved to approve the minutes of the Committee Meeting, Regular Meeting and Executive Session from August 9, 2021, second by Commissioner KNUDSON. President FRASIER repeated the motion, asked if there were any additional corrections or additions. None were made. A voice vote was taken with all voting yes.

President FRASIER read the Warrants needed to be approved. Commissioner McGRATH moved to approve Warrants 081521, 082021 and 082321 in the amount of \$378,011.90 second by Commissioner DOLAN. President FRASIER repeated the motion, asked if there were any questions. None were raised. A roll call vote was taken with Commissioners McGRATH, DOLAN, KNUDSON, ORTEGA and FRASIER voting yes.

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

President FRASIER requested a motion to file the Police report. Commissioner McGRATH moved to place the Police Report on file, second by Commissioner ORTEGA. President FRASIER repeated the motion, asked if there were any questions. Commissioner ORTEGA asked the reasons for all the false alarms and suggested more training. Executive Director Salski mentioned he set the alarm off in the museum not realizing the location of motion sensor. He stated that he will discuss with staff to review procedures for all other buildings. A voice vote was taken with all voting yes.

President Frasier acknowledged the thank you letter from Big Brothers Big Sisters of McHenry County.

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President FRASIER requested a motion to ratify the Change Order of Phase 2 for Steeple Chase Maintenance Yard Improvements. Commissioner DOLAN moved to ratify the Change Order of Phase 2 for Steeple Chase Maintenance Yard Improvements, second by Commissioner McGRATH. President FRASIER repeated the motion and asked if there were any questions. None were raised. A roll call vote was taken with Commissioners DOLAN, McGRATH, KNUDSON, ORTEGA and FRASIER voting yes.

President FRASIER requested a motion to purchase a Case Track Loader 270B and Options. Commissioner DOLAN moved to purchase a Case Track Loader 270B with options, second by Commissioner McGRATH. President FRASIER repeated the motion and asked if there were any questions. None were raised. A roll call vote was taken with Commissioners DOLAN, McGRATH, KNUDSON, ORTEGA and FRASIER voting yes.

President FRASIER requested a motion to approve of Big & Little Child Development Center Unbudgeted Payroll Expense. Commissioner KNUDSON moved to approve Big & Little Child Development Center Unbudgeted Payroll Expense, second by Commissioner McGRATH. President FRASIER repeated the motion and asked if there were any questions. None were raised. Commissioner DOLAN asked if the district will be amending the budget and appropriation ordinance. Executive Director SALSKI stated he will check and get back to Board. A roll call vote was taken with Commissioners KNUDSON, McGRATH, DOLAN, ORTEGA and FRASIER voting yes.

President FRASIER requested a motion to approve of Full-Time Status for Custodian Position. Commissioner KNUDSON moved to approve of Full-Time Status for Custodian Position, second by Commissioner ORTEGA. President FRASIER repeated the motion and asked if there were any questions. Commissioner ORTEGA asked for clarification about the number of hours dedicated for custodial. Executive Director SALSKI mentioned that the District required an estimated 240 hours to cover nine buildings and currently, the district allocated 120 hours. A roll call vote was taken with Commissioners KNUDSON, ORTEGA, DOLAN, McGRATH and FRASIER voting yes.

President FRASIER requested a motion to approve of Ordinance 21-08-01 – Declaration of Surplus Property. Commissioner KNUDSON moved to approve Ordinance 21-08-01, second by Commissioner ORTEGA. President FRASIER repeated the motion and asked if there were any questions. None were raised. A roll call vote was taken with Commissioners KNUDSON, ORTEGA, DOLAN, McGRATH and FRASIER voting yes.

Executive Director SALSKI mentioned the date of the Art Festival under his report.

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Manager BROLLEY mentioned July was a great month and continued to outpace prior years. Commissioner FRASIER complimented staff. Manager BROLLEY mentioned it was difficult obtaining merchandise such as balls, gloves and Gatorade. He mentioned that the operations and maintenance staff had several vacancies. Commissioner FRASIER asked if the goose patrol was back. Manager BROLLEY stated the company was back.

Interim Superintendent JESKE stated many park and facility maintenance staff have stepped up. He discussed the issues with the hot tub and challenges with prior years as well. He mentioned staff was in the process of obtaining proposals and options will be presented next month. Commissioner DOLAN asked what happened with the indoor pool closures. Superintendent LaPORTE mentioned there was difficulty with the alkalinity and staff had to handle it manually. He stated a technician was coming tomorrow.

Superintendent LaPORTE stated the summer was going well and fall brochure was out in the community. He mentioned staff was working on the winter brochure. He said the participation numbers looked great for summer except for fitness members as the membership was down 1,000 members. He mentioned 80% of passholders are coming once per week. Commissioner DOLAN asked if there was a new feature or equipment that would attract new members. Superintendent LaPORTE stated he researched the industry and the health and fitness center was well equipped. He mentioned opening childcare, purchasing spin bikes and renovation/cosmetic improvements may assist with retaining and attracting members. Commissioner KNUDSON asked if the Indoor Pool membership/usage declined. Superintendent LaPORTE stated an active and consistent group utilized the Indoor Pool. Commissioner ORTEGA asked questions about the Sugar Club. Superintendent LaPORTE provided an explanation about the kids baking and completing projects.

Superintendent McINERNEY mentioned her department held a soft opening for the 2022 Budget where employees could start inputting numbers. She stated that the budget books will have a new report that rolls out a five-year forecast. She mentioned the Wellness Committee was planning an annual summer barbeque for employees.

President FRASIER acknowledged service anniversary of Jill Miller 26 years, Karen Peterson 12 years, Anthony Elsasser 6 years.

Visitors: Ron Greenberg. Mr. Greenberg commended the District coming out of COVID-19.

There being no further business, Commissioner DOLAN moved to adjourn at 8:10 p.m. seconded by Commissioner ORTEGA. A voice vote was taken with all voting yes.



Secretary

MINUTES
Mundelein Park & Recreation District
Committee of the Whole
August 23, 2021

The Committee of the Whole meeting of the Board of Park Commissioners of the Mundelein Park and Recreation District, Mundelein, Lake County, Illinois, was called to order at 7:00 p.m.

Present were Commissioners DOLAN, KNUDSON, McGRATH, ORTEGA and FRASIER.

Staff present included Executive Director SALSKI, Golf Operations Manager BROLLEY, Interim Superintendent of Buildings & Grounds JESKE, Superintendent of Recreation LaPORTE and Superintendent of Business Services & Technology McINERNEY.

Executive Director SALSKI stated staff was waiting for the final community-wide survey results from the Center of Governmental Studies. He mentioned the results from the District's on-line version was finalized but wanted to wait for the Center for Governmental Studies survey results. He mentioned a Comprehensive Master Plan Request for Proposal was sent out to prospective Consultants.

Superintendent McINERNEY presented the July Financial statements and explained the positive difference compared to budget. She clarified the property taxes and timing issue with projections. She explained how more detail will be provided within each projection next month. Commissioner DOLAN requested to provide more specific detail and explanations of which revenues and/or expenses are higher or lower and why. Superintendent McINERNEY and Executive Director SALSKI agreed. Superintendent McINERNEY discussed the projected surplus and staff will present potential projects and/or equipment at the September 23 meeting.

Executive Director SALSKI discussed the Steeple Chase Maintenance Yard Improvements and Case Track Loader and value of taking advantage of a positive surplus and delayed projects. He shared two potential paving projects: Big & Little and Recreation Way, and whether to move the projects forward. Commissioner DOLAN suggested to potentially wait on Recreation Way since it doesn't get used during the fall and winter months. Commissioner KNUDSON asked if there were other projects besides paving. Executive Director SALSKI mentioned there are equipment needs as well. Executive Director SALSKI mentioned the District anticipates going to bid for the two paving projects allowing for accurate pricing.

Visitor: Ron Greenberg

There being no further business, Commissioner DOLAN moved to adjourn at 7:30 p.m. second by Commissioner McGRATH. A voice vote was taken with all voting yes.



Secretary