

MINUTES
Mundelein Park & Recreation District
Public Hearing
November 28, 2022

The Public Hearing meeting of the Board of Park Commissioners of the Mundelein Park & Recreation District was called to order at 6:45 p.m.

President FRASIER directed the secretary to call the roll. Present were Commissioners DOLAN, KNUDSON, ORTEGA and FRASIER. Staff present included Executive Director Salski, Golf Operations Manager Brolley, Superintendent of Recreation Laporte, Superintendent of Business Services & Technology McInerney, and Superintendent of Park and Facility Maintenance Foster. Commissioner McGrath was absent with prior notice.

President FRASIER stated a motion is necessary to open the Truth in Taxation Public Hearing. Commissioner DOLAN moved to open the Truth in Taxation Public Hearing second by Commissioner ORTEGA. President FRASIER repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners DOLAN, ORTEGA, KNUDSON and FRASIER voting yes.

President FRASIER asked if there were any comments from the public. Executive Director Salski stated that no one requested to be a part of the meeting or submitted a question.

President FRASIER asked if there were any comments for the Board Members. None.

President FRASIER stated a motion is necessary to close the Truth in Taxation Public Hearing. Commissioner ORTEGA moved to close the Truth in Taxation Public Hearing second by Commissioner KNUDSON. President FRASIER repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners ORTEGA, KNUDSON, DOLAN and FRASIER voting yes.

President FRASIER stated a motion is necessary to adjourn the Truth in Taxation Public Hearing. Commissioner ORTEGA moved to adjourn the Truth in Taxation Public Hearing second by Commissioner KNUDSON. President FRASIER repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners ORTEGA, KNUDSON, DOLAN, and FRASIER voting yes.

The Public Hearing adjourned at 6:58 p.m.


Secretary

MINUTES
Mundelein Park & Recreation District
Committee of the Whole
November 28, 2022

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

Present were Commissioners DOLAN, KNUDSON, ORTEGA and President FRASIER. Commissioner McGRATH was absent with prior notice.

Staff present included Executive Director SALSKI, Golf Operations Manager BROLLEY, Superintendent of Recreation LaPORTE, Superintendent of Park and Facility Maintenance FOSTER and Superintendent of Business Services & Technology McINERNEY.

Superintendent LaPORTE introduced Phil Guerrero, MBSA President. Mr. Guerrero provided a detailed 2022 review, achievements and initiatives for 2023. He mentioned 550 kids participated in 2022 season. MBSA met goals for social media and target marketing, increased efforts with Dist. 75, made significant field improvements and improved strength in Baseball throughout the northern suburbs. MBSA has set the light discussion aside due to opportunities with existing lights with District. New initiatives include branding within the Stampede program, winter workouts and new netting for batting cages. Executive Director SALSKI mentioned the relationship has been positive and two departments and he attended a MBSA Board Meeting to continue building the relationship.

Superintendent LaPORTE introduced Jess Stoffel from AYSO. Ms. Stoffel mentioned she started as President in August, 2022. She stated the fall numbers were 352 players and spring is 329 with 66% as Mundelein residents. She explained registration is still open. She mentioned the in-house and travel starts in April. She outlined a main goal of community presence. Examples included a night out at MHS Soccer Game with meeting players and playing on field at halftime, attending Boo Bash with current players and getting more players involved at community events. She mentioned key accomplishments include focusing on social media, survey to coaches, assisting with tree lighting and utilizing game changer app. She explained it was great to see kids on practice fields when no practices were scheduled. AYSO kept up nets as late as possible so kids could play. She mentioned a team was practicing indoors at Round Lake and more indoor space is needed. Commissioner DOLAN asked if Indoor was for Travel Teams. Ms. Stoffel stated it was for travel at this time and it would be ideal to find more indoor space.

Superintendent McINERNEY presented a PowerPoint regarding the 2023 Budget and Five-Year Forecast. She provided an overview that the 2023 Budget utilizes fund reserves while maintaining fund balance target policy, capital expenditures have been limited to align with available fund balance, provides full service to community, includes charge backs (Recreation to Corporate) and does not include transfers to Capital. Then, she presented the process for the Five-Year Forecast and what was updated. She mentioned the Five-Year Forecast was meant as a tool to be proactive and updated to reflect the 2022 projects and 2023 Budget. She said no other changes were made to the 2024-27 from initial draft. She stated it revealed more challenges in 2025 and beyond. She explained staff will begin planning and providing options for these challenges in early 2023. She explained the update includes chargebacks in order to be consistent with budget and does not include transfers to Capital. Commissioner ORTEGA asked

if the Capital Maintenance expenses removed were included in future years and put back into the Five-Year Forecast. Superintendent McINERNEY explained the Capital Maintenance expenses removed were not included as it would change many numbers from the original draft. However, she agreed that an update would be necessary to put back in the Capital Maintenance expenses not included in the 2023 Budget and presented during the forecast. Commissioner ORTEGA mentioned the Capital Maintenance expense will become much higher. Superintendent McINERNEY stated it would be.

Visitor: None.

Commissioner ORTEGA moved to continue discussion in Regular Board Meeting at 7:30 p.m. second by Commissioner DOLAN. A voice vote was taken with all voting yes.


Secretary

MINUTES
Mundelein Park & Recreation District
Regular Board Meeting
November 28, 2022

The Regular Board meeting of the Board of Park Commissioners of the Mundelein Park & 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, ORTEGA and President FRASIER. Commissioner McGRATH was absent with prior notice.

Staff present included Executive Director SALSKI, Golf Operations Manager BROLLEY, Superintendent of Recreation LaPORTE, Superintendent of Park and Facility Maintenance FOSTER, and Superintendent of Business Services & Technology McINERNEY.

President FRASIER requested to continue into the Committee of the Whole meeting discussion. Superintendent McINERNEY continued with her presentation. Commissioner DOLAN had concerns about the fund balances going down with no corrective action. He stated there was definitely a Capital challenge and operations needed to be figured out to have more assurances for surpluses over the years. He had a question about the 2022 Projections and fund balances. Superintendent McINERNEY stated she would review and get back to Board immediately. Executive Director SALSKI explained staff's approach for meeting in January and February. He explained that there were opportunities to balance the Corporate and Recreation Funds as the 2023 Budget was conservative similar to budgets over many years. He believed there were triggers that could be favorable such as personnel expenses. He mentioned that he will set a goal with staff to achieve a break-even Corporate and Recreation fund. Commissioner DOLAN asked how much could staff achieve. Executive Director SALSKI stated there were no promises but could be six figures. Commissioner DOLAN stated the District has historically not filled positions but there may be a time where all positions may be filled and how will District address expense. Executive Director SALSKI explained Superintendent McINERNEY and he have been looking at all options. Executive Director SALSKI explained there would be ways to increase the fund balance to the Corporate Fund as the Recreation Fund will be over policy. Commissioner KNUDSON had questions about Capital Maintenance and should District set a maximum cap of a \$1 million. Executive Director SALSKI had concerns with a cap as the District, in prior years, has historically budgeted capital maintenance off prior years surplus of \$600,000-\$800,000. He stated it was not enough which has caused the imbalance of necessary capital maintenance. He explained everything has been getting pushed for many years. He said that staff reprioritized capital maintenance and may take items off in 2024 and 2025 but still need to add back the items removed in 2023. Commissioner DOLAN requested projections be updated monthly and shared with Board. He requested more discussion earlier in 2023 than late 2023 regarding the 2024 Budget.

President FRASIER read the minutes from the prior Board Meetings needed to be approved. Commissioner ORTEGA moved to approve the minutes of the Committee Meeting, Regular Meeting and Executive Session of November 14, 2022, second by Commissioner KNUDSON. President FRASIER repeated the motion, asked if there were any additional corrections or additions. None were raised. A voice vote was taken with all voting yes.

President FRASIER read the Warrants needed to be approved. Commissioner DOLAN moved to approve Warrants 112122, 112522 and 112822 in the amount of \$435,311.72 second by Commissioner ORTEGA. President FRASIER repeated the motion, asked if there were any questions. None were raised. A roll call vote was taken with Commissioners DOLAN, ORTEGA, KNUDSON and President FRASIER voting yes.

President FRASIER requested a motion for the October financial report. Commissioner DOLAN moved to place the October Financial Report on file, 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 DOLAN, ORTEGA, KNUDSON and President FRASIER voting yes.

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

President FRASIER stated there was no correspondence.

President FRASIER stated there was no Old or New Business.

President FRASIER requested staff reports. Executive Director SALSKI thanked the entire staff for efforts with the 2023 Budget and Superintendent McINERNEY for all her efforts with Five-Year Forecast and 2023 Budget. He explained the issue with the Indoor Whirlpool and Board did not object to removing. President FRASIER encouraged immediate removal of the whirlpool avoiding confusion with the members and community. Executive Director SALSKI mentioned the Board Meeting dates and he was still checking on the October date if there would be a conflict with NRPA. He mentioned a Department Head would run the second March meeting. He provided an article about the Wirtz property and explained the December 12 Village Meeting which coincides with the District's Regular Board Meeting. President FRASIER suggested cancelling and scheduling a special meeting. Superintendent McINERNEY suggested December 5 and Tax Levy and 2023 Budget could get approved. Manager BROLLEY stated October was the second best ever October behind 2021. He stated the maintenance crew began winterizing the course and bunker on number nine-hole improvement was completed. He mentioned the

indoor hitting net was up and running. Commissioner DOLAN asked if tournaments are held. Manager BROLLEY explained tournaments are held with gift cards handed out. Superintendent FOSTER mentioned HVAC challenges at MCC. He explained the urgency to purchase parts and going out to bid for the units. He explained the challenge of installing units would be supply chain. Therefore, the District should fix first avoiding frozen pipes. Superintendent LaPORTE mentioned basketball participation was 372. He explained the mural in Big & Little that blocked a window from the track. He stated in-house staff was able to accomplish and eventually, sound panels would cover the window. Commissioner ORTEGA asked how many people use the QR Codes. Executive Director SALSKI mentioned he will ask Christa and get back to the Board. Superintendent McINERNEY mentioned projects such as Tax Levy and password manager. She mentioned the District did not receive a PDRMA grant. She mentioned there was minor incidents/accidents and three occurred during pickleball.

President FRASIER acknowledged the service anniversaries listed on the agenda.

Visitors: None.

There being no further business, Commissioner ORTEGA moved to adjourn at 8:32 p.m. seconded by Commissioner DOLAN. A voice vote was taken with all voting yes.



Secretary