

**MINUTES**  
**Mundelein Park & Recreation District**  
**Special Board Meeting**  
**October 23, 2023**

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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 8:00 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 KNUDSON, McGRATH, ORTEGA, and President FRASIER.

Staff present included Executive Director SALSKI, Manager BROLLEY, Superintendent FOSTER, and SUPERINTENDENT BERG.

A Moment of Silence was observed in honor of Commissioner KEVIN DOLAN.

President FRASIER requested a motion to approve the minutes of September 25, 2023. Commissioner KNUDSON moved to approve the minutes of the Committee Meeting and Regular Meetings from September 25, 2023, second by Commissioner ORTEGA. 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 McGRATH moved to approve Warrants: 092923, 100423, 100523, 101023, 101323, 101623, 101723 and 102323 = \$712,916.50, second by Commissioner ORTEGA. President FRASIER repeated the motion, he asked if there were any questions. None were raised. A roll call vote was taken with Commissioners McGRATH, ORTEGA, KNUDSON, and President FRASIER voting yes.

President FRASIER requested a motion to file the August Cash Flows & Treasurers Report and September Financial Report. Commissioner KNUDSON moved to place the August Cash Flows & Treasurers Report and September Financial Report on file, second by Commissioner McGRATH. President FRASIER repeated the motion and asked if there were any questions. Executive Director SALSKI explained the reasons for approval of August Cash Flows. He stated the District moved funds into a short-term certificate of deposit and it wasn't accounted for in the August report. A roll call vote was taken with Commissioners KNUDSON, McGRATH, ORTEGA, and President FRASIER voting yes.

President FRASIER requested a motion to file the September Police Report. Commissioner McGRATH moved to place the September Police 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 McGRATH, ORTEGA, KNUDSON, and President FRASIER voting yes.

President FRASIER stated there was correspondence from IPRA and AllenForce Sympathy Cards.

President FRASIER stated there was Old Business. 2023 Goals and Objectives – Quarterly Review. Executive Director SALSKI mentioned there will be some goals that will move into 2024.

President FRASIER requested a motion for approval of Resolution 23-10-01-R Authorizing a Contract for Procurement and Installation of Golf Simulators at Steeple Chase Golf Club. Commissioner McGRATH moved to approve the Resolution 23-10-01-R Authorizing a Contract for Procurement and Installation of Golf Simulators at Steeple Chase Golf Club, second by Commissioner KNUDSON. President FRASIER repeated the motion, asked if there were any questions. Commissioner KNUDSON asked if the cost was enough to cover the bar and other improvements. Executive Director SALSKI stated it was a good question and estimates were conservative. Plus, he stated additional improvements were planned to be completed within the cost and contingency number as the individual improvements were not listed out. Commissioner ORTEGA asked the lifespan of a simulator. Manager Brolley stated the technology needed to be updated annually but the equipment should last 7-10 years if not more. He said netting may need to get replaced and/or repaired. Commissioner McGRATH asked if Steeple Chase and staff were ready. Manager Brolley stated the golf course would like to open in early January. A roll call vote was taken with Commissioners McGRATH, KNUDSON, ORTEGA, and President FRASIER voting yes.

President FRASIER requested a motion for approval of Steeple Chase Golf Club Lower-Level Renovation Project. Commissioner McGRATH moved to approve the Steeple Chase Golf Club Lower-Level Renovation Project, second by Commissioner KNUDSON. President FRASIER repeated the motion, asked if there were any questions. None were raised. A roll call vote was taken with Commissioners McGRATH, KNUDSON, ORTEGA, and President FRASIER voting yes.

President FRASIER requested a motion for approval of Mundelein Park & Recreation District – Pool Sand Filter Media Replacement 2023 Bid. Commissioner KNUDSON moved to approve the Mundelein Park & Recreation District – Pool Sand Filter Media Replacement 2023 Bid, second by Commissioner ORTEGA. President FRASIER repeated the motion, asked if there were any questions. Superintendent FOSTER explained the project. Superintendent FOSTER Commissioners ORTEGA asked if they make the tanks in plastic. Superintendent FOSTER mentioned it would be a completely different system. Executive Director SALSKI explained the Five-Year Forecast removed over \$1 million in Capital Maintenance which was specifically for the Sand Filters. Staff were unsure whether new sand filters would be required, and an engineer confirmed it was not necessary. Superintendent FOSTER mentioned that the sand filters will need to be replaced within 5-10 years so the District should begin planning. A roll call vote was taken with Commissioners KNUDSON, ORTEGA, McGRATH, and President FRASIER voting yes.

President FRASIER requested a motion for approval of Toshiba Copier Lease Agreement for MCC and Dunbar Recreation Center. Commissioner ORTEGA moved to approve the Toshiba Copier Lease Agreement for MCC and Dunbar Recreation Center, second by Commissioner McGRATH. President FRASIER repeated the motion, asked if there were any questions. None were raised. A roll call vote was taken with Commissioners ORTEGA, McGRATH, KNUDSON, and President FRASIER voting yes.

President FRASIER asked if there was any Board Business. There was none.

President FRASIER asked if there were any staff reports. Executive Director Salski stated there were none. Manager BROLLEY said it was the best revenue month in the last 10 years. He explained the cart path was planned to be resurfaced and retaining wall would be completed by Wednesday. He said 29 new carts were delivered and expected the rest to stay up in Wisconsin. Commissioner FRASIER stated the numbers look great. Superintendent FOSTER mentioned the changing room was near complete. Superintendent BERG mentioned the Active Adult programs. He mentioned the success of Boo Bash and over 1,000 people attended. He discussed the Health and Fitness Center participation and monthly users. He said it was some of the highest number of users in a long time. For Business Services, Executive Director SALSKE mentioned the All-Agency meeting. For Marketing, Commissioner KNUDSON mentioned he read about the brochure going digitally and concerns that residents value the brochure very highly based on the community wide survey results. Commissioner McGRATH asked if the District will have brochures available. Executive Director SALSKE explained the winter/spring brochure would be the last and District could always go back. He stated it was an opportunity to save expenses based on the Financial Sustainability Plan. He said there will be brochures but not directly from the printer. The brochure would be a copier from the District copier. Executive Director SALSKE stated he would monitor feedback and asked if the Board receives feedback to share with him. Superintendent BERG mentioned the digital version could be translated into different languages much more easily.

President FRASIER acknowledged the Service Anniversaries for Marissa Moravec 4 years, Lorena Vazquez 3 years, and Jennifer Echeverria Toledo 3 years.

Visitors: Ron Greenberg.

There being no further business, Commissioner ORTEGA moved to adjourn at 8:55 p.m. seconded by Commissioner McGRATH. A voice vote was taken with all voting yes.

  
Secretary