



MUNDELEIN PARK &
RECREATION DISTRICT

SPECIAL MEETING OF LOCAL GOVERNMENT EFFICIENCY COMMITTEE
Monday, November 27, 2023
6:00 p.m.

PUBLIC NOTICE IS HEREBY GIVEN that the Local Government Efficiency Committee of the Mundelein Park & Recreation District, Lake County, Illinois will hold a Special Meeting of the Local Government Efficiency Committee on the 27th day of November 2023 at 6:00 o'clock p.m., at Regent Center, 1200 Regent Drive, Mundelein, Illinois.

AGENDA

Call to Order:

Roll Call: Nancy Burton, Bruce Ponsaran, Knudson, McGrath, Ortega, Frasier

New Business:

1. Introduction of Committee Members
2. Review of Resolution No. 23-05-01-R
3. Review of District Policy and Procedure Manuals
4. IGA – Intergovernmental Agreements
5. Next meeting February, 2024

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 begin 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

RESOLUTION NO. 23-05-01-R

A RESOLUTION FORMING A COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY

MUNDELEIN PARK & RECREATION DISTRICT, LAKE COUNTY, ILLINOIS

WHEREAS, the Mundelein Park & Recreation District ("Park District") is required to form a Committee on Local Government Efficiency ("Efficiency Committee") pursuant to 50 ILCS 70/1 *et seq.* (the Act); and

WHEREAS, pursuant to the Act, the Efficiency Committee shall: (1) study the Park District's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State of Illinois, (2) collect data, research, and analysis as necessary to prepare a written report that includes recommendations with respect to increased accountability and efficiency, and (3) provide a written report to the administrative office of each county board of the county in which the governmental unit is located; and

WHEREAS, the Efficiency Committee shall consist of the elected or appointed members of the Board of Commissioners of the Park District, at least two residents from the district appointed by the President of the Board of Commissioners and approved by the Board of Commissioners, and the chief executive officer or other officer of the Park District, if any; and

WHEREAS, The President desires to appoint Nancy Burton and Bruce Ponsaran as the two resident members of the Efficiency Committee, with the advice and consent of the Board of Commissioners; and

WHEREAS, the Efficiency Committee shall meet at least three times and shall operate as a public body pursuant to the Open Meetings Act and Freedom of Information Act; and

WHEREAS, the Efficiency Committee shall provide a written report to the administrative office of the Lake County Board no later than eighteen months after the day of the Efficiency Committee's formation; and

WHEREAS, the Efficiency Committee will be dissolved after it has made a written report to the Lake County Board and all other statutory requirements have been satisfied;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE MUNDELEIN PARK & RECREATION DISTRICT, LAKE COUNTY, ILLINOIS as follows:

SECTION 1: That the Board of Commissioners hereby forms its Committee on Local Government Efficiency consisting of the following individuals:

- Wallace Frasier, Board President
- Pat McGrath, Vice-President
- Bob Knudson, Treasurer
- Kevin Dolan, Commissioner
- Jesse Ortega, Commissioner
- Nancy Burton, Resident
- Bruce Ponsaran, Resident
- Ron Salski, Executive Director

SECTION 2: That Wallace Frasier shall serve as the chairperson of the Efficiency Committee; and

SECTION 3: That the Park District's Board Secretary, Open Meetings Act Officer, and Freedom of Information Act Officer shall serve the Efficiency Committee in those respective roles; and

SECTION 4: That the Efficiency Committee shall perform its duties in accordance with 50 ILCS 70/1 *et seq.*; and

SECTION 5: That the Board of Commissioners shall provide a written report to the Lake County Board no later than November 25, 2024, which is eighteen months after the day of the Efficiency Committee's formation.

DATED this 22 day of May, 2023.

MUNDELEIN PARK & RECREATION DISTRICT

[SEAL]

By: Wallace Frasier
Wallace Frasier, Board President

ATTEST:

Ron Salski
Board Secretary



COMMITTEE MEMORANDUM

November 27, 2023 Special Committee Meeting Agenda Item

To: Committee Members
From: Ron Salski, Executive Director
Date: November 22, 2023
Subject: District-Wide Policy and Procedure Manuals

Background

As required, it is important to review all policy and procedure manuals.

Analysis/Considerations

Included is a flash drive with the following:

- Administration Policy Manual
- Board Policy Manual
- Personnel Policy Manual
- Rules and Regulations
- Safety Manual
- Volunteer Manual
- Procedure Manual

Recommendation

Executive Director requests Committee Members review for the next meeting.

Action and Motion Requested

No action necessary.



COMMITTEE MEMORANDUM

November 27, 2023 Special Committee Meeting Agenda Item

To: Committee Members
From: Ron Salski, Executive Director
Date: November 22, 2023
Subject: Intergovernmental Agreements (IGA)

Background

As required, it is important to review all Intergovernmental Agreements throughout the District. Staff continue to review all computer and paper files.

Analysis/Considerations

Included is a flash drive with agreements on the attached document.

Recommendation

Executive Director requests Committee Members review for the next meeting.

Action and Motion Requested

No action necessary.

Intergovernmental Agreements (IGA)
with
Mundelein Park & Recreation District

Lake County

2012 Prairie Crossing Bike Path
2023 Voting Site Contract

Mundelein Police Department

2017 Police Protection for Park Property
2021 Police Protection for Parks and Ordinance Code attached

School District 75

1976 D75 Use of Gymnasium
2019 D75 Rec Connection Washington Multi-Purpose Room
2023 D75 Before and After School Use of Gymnasium

School District 120

2007 D120 Transfer Real Estate (Outdoor pool area to become parking lot at MHS)
2022 D120 Use of Facilities and Property

Village of Mundelein

2000 Maintenance of Park Detention Pond
2007 Easement Agreement Dunbar Recreation
2007 Lake County Stormwater Management
2008 Police Protection for Park Property
2012 MCC Park Traffic Signal Improvement
2016 Mundelein-Downtown TIF II
2022 Warning Signal License Agreement
2022 Mundelein Water Main

Round Lake and Wauconda Park Districts

2000 Risk Management Coordinator-Shared