

**MINUTES**  
**Mundelein Park & Recreation District**  
**Committee of the Whole**  
**May 13, 2024**

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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 BURTON, KNUDSON, ORTEGA, and President FRASIER. Commissioner McGRATH was absent with prior notice.

Staff present: Director McINERNEY and Executive Director SALSKI.

Visitor present: Courtney Mohr of Lauterbach & Amen LLP.

Director McINERNEY introduced Courtney Mohr of Lauterbach & Amen LLP and said the Audit was finished. Ms. Mohr thanked Director McINERNEY, Executive Director SALSKI, and staff for all the assistance. Ms. Mohr discussed three major pieces of the audit which included the certificate, financials, and management letter. The District has received a certificate for the past 12 consecutive years. She explained everything is ready for a certificate for 13 years. She explained page 10 was required per state statute. She said the Audit was an unmodified opinion which was a clean and the highest opinion. She said there were no difficulties or disagreements with management based on content starting on page 13. She said the net position increased by \$1.2 million on page 26. She said that on page 29 it explained how the District budgeted. She said the overall fund balance was \$2.9 million. She explained that page 75 focused on fund balances. She said statistics were important for Certificate which were located at the end. She stated Lauterbach & Amen will work with GASB. Ms. Mohr asked if the Board had any questions. Executive Director Salski said the District transferred \$1.2 million to the Capital Fund, which was a positive. Commissioner Burton agreed and stated it was what the District was supposed to do. Commissioner KNUDSON asked how much the increase was in the District's net position. Ms. Mohr replied that it was a positive year with transfers. Commissioner KNUDSON asked how the expenses compared to prior years' performance as the District has added staff. Ms. Mohr stated there was not a comparison in the report. Ms. Mohr thanked the Board.

Commissioner BURTON asked if every year the auditors saw more GASB. Director McINERNEY stated the District had to follow.

Executive Director SALSKI explained the Employee of the Year Recognition and positive changes. He stated it was important to provide positive feedback throughout the year. Commissioner KNUDSON asked how much money was awarded in the prior year. Director McINERNEY stated \$250 per employee and five employees received the award. Board Members agreed with the changes.

Executive Director SALSKI shared the email from a resident, John Relos. He stated that he would reach out to him to meet on-site. He confirmed with ILM Environments that the photos in the report were intended to foster conversation by illustrating several points:

- There were varying degrees of degradation along the West Channel's shoreline.
- There were varying approaches currently underway that are intended to stabilize the Channel's shoreline.
- Varying stabilization techniques do not all work equally well.

- There are many choices for stabilization techniques.

ILM was mindful of the landowner's objection to access his property without permission. ILM was careful to enter and remain on the utility easement and was not on private property when the photos were taken. But ILM understood the homeowner's concern about that kind of proximity to his private property. ILM's reason for including that homeowner's shoreline stabilization project in the report was concern for the exposed cut in the shoreline and the standing pile of loose soil, not the craftsmanship of his structure, or its utility. Such cuts into a shoreline will accelerate erosion if not stabilized immediately. Loose soil stored in such a manner would quickly enter the waterbody and would drive sedimentation of the channel and unwanted aquatic growth (algae & pondweeds).

President FRASIER asked if there were topics from the Regular Meeting agenda to discuss.

There being no further business, Commissioner ORTEGA moved to adjourn at 7:29 p.m. second by Commissioner KNUDSON. A voice vote was taken with all voting yes.



Secretary

**MINUTES**  
**Mundelein Park & Recreation District**  
**Regular Board Meeting**  
**May 13, 2024**

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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 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 BURTON, KNUDSON, ORTEGA, and President FRASIER. Commissioner McGRATH was absent with prior notice.

Staff present included Director McINERNEY, Manager BANNON and Executive Director SALSKI.

President FRASIER requested a motion to approve the minutes of the Committee, Regular, and Executive Session meetings on April 22, 2024. Commissioner KNUDSON moved to approve the minutes of the Committee, Regular, and Executive Session meetings on April 22, 2024, second by Commissioner ORTEGA. President FRASIER repeated the motion, asked if there were any 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 ORTEGA moved to approve Warrants: 042524, 042624, 050424, 050724, 051024 and 051324 = \$1,025,024.65 second by Commissioner BURTON. President FRASIER repeated the motion, asked if there were any questions. A roll call vote was taken with Commissioners ORTEGA, BURTON, KNUDSON, and President FRASIER voting yes.

Executive Director SALSKI presented correspondence from the Village of Mundelein complimenting the staff at Steeple Chase Golf Club for not selling tobacco products to underage patrons. Director SALSKI also presented two email letters from residents. One thanked the Golf staff for a good job on the course bunkers and the other thanked the Parks staff for their quick work clearing a fallen tree.

President FRASIER stated as President of the Mundelein Park & Recreation District Board of Park Commissioners, he declared the 2023-2024 Board was now complete.

Secretary SALSKI declared the first meeting of the 2024-2025 Business of the Board called to order. He completed a roll call and present were Commissioners BURTON, FRASIER, KNUDSON, and ORTEGA.

Secretary SALSKI requested a motion for President, Vice-President and Treasurer.

Secretary SALSki explained the process and asked for nominations of President, Vice-President, and Treasurer. President ORTEGA made a motion to nominate the election of Commissioner KNUDSON for President, Commissioner ORTEGA for Vice-President, and Commissioner BURTON for Treasurer. Commissioner FRASIER seconded the motion. Secretary SALSki asked if there were any other nominations. None were made. Secretary SALSki closed the nominations. Secretary SALSki announced the slate or nominations of Commissioner KNUDSON for President, Commissioner ORTEGA for Vice-President, and Commissioner BURTON for Treasurer. A roll call vote was taken with Commissioners ORTEGA, FRASIER, BURTON, and KNUDSON voting yes. Newly elected President KNUDSON thanked Wally Frasier for his years of service as President of the Board.

President KNUDSON assumed the duty of first in command.

President KNUDSON requested a motion to approve of Appointments as stated in the memorandum. Commissioner FRASIER moved to approve of Appointments, second by Commissioner BURTON. President KNUDSON repeated the motion, asked if there were any questions. None were raised. A roll call vote was taken with Commissioners FRASIER, BURTON, ORTEGA, and President KNUDSON voting yes.

President KNUDSON requested a motion to accept Annual Comprehensive Financial Report For the Year Ended December 31, 2023, as prepared and presented. Commissioner BURTON moved to accept Annual Comprehensive Financial Report For the Year Ended December 31, 2023, second by Commissioner ORTEGA. President KNUDSON repeated the motion, asked if there were any questions. None were raised. A roll call vote was taken with Commissioners BURTON, ORTEGA, FRASIER, and President KNUDSON voting yes.

President KNUDSON requested a motion to approve of Renaming Dunbar Recreation Center to Kevin M. Dolan Recreation Center. Commissioner ORTEGA moved to approve of Renaming Dunbar Recreation Center to Kevin M. Dolan Recreation Center while the outside states, "Dolan Recreation Center," with the full name of facility listed on a plaque inside the Recreation Center, second by Commissioner FRASIER. President KNUDSON repeated the motion, asked if there were any questions. Executive Director Salski mentioned he would start working on the project and it is important to align the plaque and outdoor sign on the same day. Commissioner ORTEGA asked if Executive Director Salski would provide a day closer to installer as an out-of-town family member would be expected to attend. Executive Director SALSki thanked Commissioner ORTEGA for the suggestion. A roll call vote was taken with Commissioners ORTEGA, FRASIER, BURTON, and President KNUDSON voting yes.

President KNUDSON requested a motion to approve of Naming Park at Crossings of Mundelein to Crossings Park. Commissioner BURTON moved to approve of Naming Park at Crossings of Mundelein to Crossings Park, second by Commissioner FRASIER. President KNUDSON repeated the motion, asked if there were any questions. None were raised. A roll call vote was taken with Commissioners BURTON, FRASIER, ORTEGA, and President KNUDSON voting yes.

President KNUDSON requested a motion to approve of Mundelein Park & Recreation District – 2024 Pavement Improvements Bid. Commissioner BURTON moved to approve of Mundelein Park & Recreation District – 2024 Pavement Improvements Bid, second by Commissioner ORTEGA. President KNUDSON repeated the motion, asked if there were any questions. Commissioner BURTON asked for reasons for the 2023 Asbury paving project not being finished in a specific section. Executive Director SALSKI stated staff were concerned about going over budget but in hindsight, there was an opportunity to finish off a particular section. Executive Director SALSKI stated he informed staff to bring him onsite in the future if there were opportunities to improve an area for a limited expense. He said that a change order would have been authorized. He said it was a learning process for staff and staff understood how best to approach in the future. He said some of the walking paths need extensive work as others need more patching. He stated that staff received the most complaints about Asbury and Wilderness Parks. A roll call vote was taken with Commissioners BURTON, ORTEGA, FRASIER, and President KNUDSON voting yes.

Commissioner KNUDSON asked if there were any staff reports. Executive Director SALSKI explained staff will be recommending Gewalt Hamilton Associates and Lamar Johnson Collaborative for the Diamond Lake Master Plan. He gave background of each firm. He stated he would explain more at the May 20 meeting.

President KNUDSON requested a motion to move into Executive Session at 7:45 p.m. for Personnel and Purchase or Lease of Real Estate reasons. Commissioner FRASIER moved to go into Executive Session for Personnel 5 ILCS 120/2 (c)(1) and for Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5). The motion was second by Commissioner ORTEGA. A roll call vote was taken with Commissioners FRASIER, ORTEGA, BURTON and KNUDSON voting yes.

The Board came out of Executive Session into Regular Meeting at 8:27 p.m. President KNUDSON asked if there were any other topics from the Regular Meeting agenda to discuss. None was raised.

There being no further business, Commissioner FRASIER moved to adjourn at 8:28 p.m. second by Commissioner BURTON. A voice vote was taken with all voting yes.



Secretary