

**MINUTES**  
**Mundelein Park & Recreation District**  
**Special Committee Meeting**  
**September 30, 2024**

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The Special Committee Meeting of the Board of Park Commissioners of the Mundelein Park & Recreation District, Mundelein, Lake County, Illinois, was called to order at 6:15 p.m.

Present were Commissioners BURTON, FRASIER, McGRATH, ORTEGA, and President KNUDSON.

Staff present were Executive Director SALSKI, Director BERG, Director FOSTER, Director KARL, and Director McINERNEY.

Visitor present was Ron Greenberg.

President KNUDSON asked if any visitors wanted to make a comment. None were made.

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

Executive Director SALSKI presented the Board Policy Manual revisions. He presented the main revisions. Commissioner ORTEGA explained the reasons for the changes with the Vacancy section. Executive Director SALSKI presented the many revisions in the last section. Board Members were supportive of the revisions.

Director BERG discussed a high-level overview of outdoor Summer Aquatics. He stated Barefoot Bay had good weather this summer. He said Manager Duffy did a great job opening and closing despite some bad weather days. Director BERG mentioned the decreased daily fees for Barefoot Bay were partly due to increased membership revenue and bad weather days. He went through the survey noting details on page two. He mentioned Summer Camps went well. He stated the Health and Fitness Center had seen an increase in use after a brief decline. He added that comments about staff were "excellent". He mentioned the recommendations in the survey. Commissioner BURTON suggested adding an expense line and net surplus/deficit to the report. Executive Director SALSKI and Director BERG agreed. Commissioner ORTEGA asked if the District was going to research incorporating AI. Director BERG replied that he received mixed results for that in the survey. Commissioner McGRATH asked if the responses were age-based. Director BERG responded that our main age group was 50+ years. President KNUDSON asked about Aquatic staffing levels. He wondered if in the beginning of the season there was overstaffing. Director BERG replied that on cooler days, staff hours were reduced, or the Bay was closed entirely. He said Concession employees were sent home but it was a safety requirement to keep the number of guards present. Director BERG said the District had more staff on payroll, which didn't equate to more employees working. President KNUDSON asked approximately how many guests were at Diamond Lake Beach during the week. Director BERG replied about 5-10 only.

Director Karl presented 2025 fees for the golf course and the importance of adjusting rates before more residents move into the community. There was a large discrepancy between residents and non-residents and more residents would impact the financials. Commissioner ORTEGA asked about Senior pricing. Commissioner ORTEGA asked about raising the age to 65 years of age. The Board had a lengthy discussion defining the age of a Senior that would qualify for reduced fees. Board Members had a variety of questions about the age groups of golf, health and fitness center, Regent Center and Barefoot Bay. Executive Director SALSKI suggested the age discussion was about policy while the important discussion was fees. Board

Members agreed. Commissioner ORTEGA suggested communicating to members on the website and on the Club TV screens. Director KARL discussed course comparisons and said he believes the Club is a Tier 1 course. Commissioner McGRATH stated that if it goes through, the District would be higher than Tier 1. Director KARL responded that it would maintain the quality of the course. President KNUDSON asked if those were competitor's prices and would prices still go up. Director KARL explained all the various rates and impacts. He suggested having a consistent \$10 separation between residents and non-residents which would impact residents more in 2025. President KNUDSON asked if the weekend rate was high enough even if the spread was \$11. Director KARL and Executive Director SALSKI recommended the current approach.

The Board agreed to discuss Recreation Facility pricing during Director Berg's report.

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

A handwritten signature in cursive script, appearing to read "Ron Salski", written over a horizontal line.

Secretary

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The Special 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 KNUDSON 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, FRASIER, McGRATH, ORTEGA and President KNUDSON.

Staff present included Director BERG, Director FOSTER, Director KARL, Director McINERNEY, and Executive Director SALSKI.

No visitors were present.

President KNUDSON requested a motion to approve the minutes of the Committee and Regular Meetings on September 9, 2024 and Special Committee Meeting on September 20, 2024. Commissioner FRASIER moved to approve the minutes of the Committee and Regular Meetings on September 9, 2024 and Special Committee Meeting on September 20, 2024, second by Commissioner ORTEGA. President KNUDSON repeated the motion, asked if there were any corrections or additions. None were raised. A voice vote was taken with all voting yes.

President KNUDSON read the Warrants needed to be approved. Commissioner ORTEGA moved to approve Warrants: 091324, 092324, 092424, 092724 and 093024 = \$847,869.05, second by Commissioner McGRATH. President KNUDSON repeated the motion, asked if there were any questions. None were raised. A roll call vote was taken with Commissioners ORTEGA, McGRATH, BURTON, FRASIER, and KNUDSON voting yes.

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

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

President KNUDSON asked if there was any correspondence. Executive Director SALSKI stated there was none.

President KNUDSON stated there was no Old Business. Executive Director SALSKI stated there was none.

President KNUDSON requested a motion to approve Rainbird Agreement and Cirrus Pro Software. Commissioner McGRATH moved to approve Rainbird Agreement and Cirrus Pro Software, second by Commissioner ORTEGA. Director McINERNEY commented that this was a 3-year agreement and each year the District will report it as an expense. She added that the software was thought to be a 3-year license, but it is not. The District will pay the entire \$15,000 upfront and own it. President KNUDSON repeated the motion, asked if there were any questions. A roll call vote was taken with Commissioners McGRATH, ORTEGA, BURTON, FRASIER, and KNUDSON voting yes.

President KNUDSON requested a motion to approve Quadient Leasing USA, Inc. Agreement. Commissioner ORTEGA moved to approve Quadient Leasing USA, Inc. Agreement, 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 ORTEGA, BURTON, FRASIER, McGRATH, and KNUDSON voting yes.

President KNUDSON asked if there was any Board Business. Commissioner McGRATH introduced a resident of Mundelein, Susan Nowicki, who joined the Foundation. He said the Foundation has energy and working on a future fundraiser. He said there were a lot of opportunities and liked the direction. Commissioner BURTON commented that she met with Executive Director SALSKI and Director McINERNEY regarding the Budget process and thanked District staff for their work.

President KNUDSON asked for Staff Reports.

Executive Director SALSKI reminded the Board about the Legal Symposium. Commissioner FRASIER stated he would attend. He informed the Board about the October 14 meeting as Wetland Mitigation Banking credits were exceeding \$1.0 million. He stated Gewalt Hamilton would share costs associated with the projects. He explained the OSLAD submittal and approach. He said the District would reduce the scope without getting penalized.

Director BERG discussed the Recreation Report and focused on the pricing memorandum. He talked about proposed pricing such as adding a fee to the Spray Park which would help reduce expenses. Commissioner BURTON asked about offering a punch card. Director BERG replied that it was possible. He talked about Regent Center. He recommended changing the annual commitment for the Health & Fitness Center. Commissioner BURTON asked how much a \$5 increase would translate in revenue. He replied, \$54,000. Director BERG suggested that Boat Launch permit offers a motorized and non-motorized option. He stated that facility and lighted field rentals had increased. He increased Garden Plot revenue due to higher demand. He added that shelters were in demand and costs for maintaining them had increased. He said Learning Center changes would be implemented in September of 2025.

Director FOSTER presented the Park & Facility Maintenance Report and presented concerns with the Spray Park. He gave a background of the current location and importance to move above ground. His preliminary costs were \$500,000. Board Members requested more estimates.

Director McINERNEY presented the Business Services & Technology report. She referred to the Finance Report in the Board binder. Commissioner ORTEGA asked who protects the District from cyberattacks. Director McINERNEY replied the District has a layered approach that included several programs and policies.

President KNUDSON acknowledged the Service Anniversaries of Kathy Staufenbiel 28 years, Deb Engdahl 23 years, Elizabeth Bedolla 9 years, Kelsey Fuller 5 years, Melinda Agosto 4 years, Omar Vazquez 4 years, and Kyle Berg 1 year.

There being no further business, Commissioner ORTEGA moved to adjourn at 8:33 p.m., second by Commissioner McGRATH. A voice vote was taken with all voting yes.

  
Secretary