

**MINUTES**  
**Mundelein Park & Recreation District**  
**Committee of the Whole**  
**March 24, 2025**

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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.

President KNUDSON directed Executive Assistant KAUFFMAN to call the roll. Present were Commissioners BURTON, FRASIER, McGRATH, ORTEGA and President KNUDSON.

Staff present: Executive Director SALSKI, Director McINERNEY, Director BERG, Head Golf Professional SWENO, Superintendent of Park Maintenance NEUWIRTH, and Executive Assistant KAUFFMAN.

Visitors: None.

Executive Director SALSKI outlined several topics for board meetings in April including Diamond Lake Master Plan concepts, bids for projects at Hanrahan, Indian Trails and Fairhaven parks, water heater replacement bids for Barefoot Bay Family Aquatic Center and the Mundelein Community Center and renewal of the Intergovernmental Agreement between the Mundelein Park & Recreation District and the Village of Mundelein for police protection for District property. He also reviewed anticipated matters for consideration in May including the close out of business for the 2024-2025 Board, election of Board Officers for 2025-2026, review of the Annual Comprehensive Financial Report, golf asphalt bids and administration policies.


President KNUDSON then asked for presentation of information from the Regular Board Meeting Agenda for March 24, 2025.

Executive Director SALSKI presented the Administration Department report including a reminder for the Legislative Conference in Springfield on April 29<sup>th</sup> and 30<sup>th</sup>, and the Mundelein Parks Foundation Meat Raffle Fundraiser scheduled for April 27<sup>th</sup> at Crossroads. Executive Director SALSKI announced that discussions with Teamsters Local 700 were held, an agreement was reached, and the Collective Bargaining Agreement will be presented to the Board for consideration at the April 14<sup>th</sup> meeting. Executive Director SALSKI provided a letter from the Illinois State Historical Society announcing the Mundelein Heritage Museum as the recipient of a 2024 ISHS “Best of Illinois History Award” for their *Diamond Lake Lost and Found: Artifacts from the John Hynds Collection* with a recognition luncheon on April 26, 2025 in Springfield, Illinois. Commissioner FRASIER said he would be attending that event. Executive Director SALSKI and President KNUDSON reviewed recent discussions with representatives from the Village of Mundelein regarding collection of impact fees and will follow up with a letter to the Village Mayor and Trustees. Executive Director Salski acknowledged and congratulated Superintendent Neuwirth’s accomplishment of achieving an Arborist Certification.

Head Golf Professional SWENO reported Steeple Chase opened for play on March 13<sup>th</sup> and noted it was an earlier start to the season than usual. He reviewed the increase in green fees collected due to the earlier opening. Golf Professional SWENO reported the condition of the course will dry and firm up with warmer temperatures and maintenance, debris cleanup and irrigation repairs will continue. He also shared that the golf pro shop was revitalized, and new displays were added. President KNUDSON asked if opening day was sold out and Golf Professional SWENO confirmed the course was at full capacity on opening day. Commissioner McGRATH asked if staffing was adequate and Golf Professional SWENO confirmed staff numbers were good and said staff were excited to get back to work.

Superintendent of Park Maintenance NEUWIRTH announced Damian Noga was hired as the new Superintendent of Facility Maintenance. He also reported the Facility Maintenance staff have been trouble shooting minor issues with alarm systems and have cleaned and power washed the pools at Barefoot Bay to prepare for the summer. Superintendent NEUWIRTH reported the ice rink season ended on March 3<sup>rd</sup> and was open one day short of 12 weeks, the garden plots have been tilled, soccer fields have been overseeded and aerated and several staff members have attained certifications.

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

  
Secretary

**MINUTES**  
**Mundelein Park & Recreation District**  
**Regular Board Meeting**  
**March 24, 2025**

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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 KNUDSON and he asked the assemblage to rise and recite the Pledge of Allegiance.

He then directed Executive Assistant KAUFFMAN to call the roll. Present were Commissioners BURTON, FRASIER, McGRATH, ORTEGA and President KNUDSON.

Staff present: Executive Director SALSKI, Director McINERNEY, Director BERG, Head Golf Professional SWENO, Superintendent of Park Maintenance NEUWIRTH, and Executive Assistant KAUFFMAN.

Visitors: None.

President KNUDSON requested a motion to approve the minutes of the Committee and Regular meetings and the Executive Session on March 10, 2025. Commissioner ORTEGA moved to approve the minutes of the Committee and Regular meetings and the Executive Session on March 10, 2025, second by Commissioner BURTON. 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 for approval. Commissioner ORTEGA moved to approve Warrants: 031125, 031425, 031725, 032425 = \$343,445.25, 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 President KNUDSON voting yes.

President KNUDSON asked for approval of the February Financial Report. Commissioner McGRATH moved to place the February Financial Report on file, second by Commissioner BURTON. President KNUDSON repeated the motion and asked if there were any questions. A roll call vote was taken with Commissioners McGRATH, BURTON, FRASIER, ORTEGA and President KNUDSON voting yes.

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

President KNUDSON asked if there was any Correspondence. Executive Director SALSKI noted a thank you letter received from Purple Plunge Inc. for a donation from the MPRD for their annual fundraiser for individuals and families affected by a cancer diagnosis.

President KNUDSON asked if there was any Old Business. There was none.

President KNUDSON asked if there was any New Business. There was none.

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

President KNUDSON asked for the Staff Reports, started in the Committee Meeting, to continue.

Director BERG announced the summer brochure will be released mid-April and will include the updated hours of operation for Diamond Lake Beach reflective of past attendance. He also reviewed the advance membership sales increase for Barefoot Bay compared to the same time in 2024 and attributed the increase to the marketing firm used to push out content via social media.

Director BERG reviewed the Health and Fitness Center renovations scheduled for the first week of April and the open house to highlight the upgrades on April 21. He shared that Mundelein Baseball and Softball Association (MBSA) were reviewing the Memorandum of Understanding. Executive Director SALSKI said the community members have reached out to him to recognize and thank the Board for the financial investment to assist the MBSA. Commissioner McGRATH asked if District staff will be monitoring the field work and Director BERG confirmed that work has begun and there is communication with MBSA about the projects. Executive Director SALSKI suggested that the Board tour the fields to view the progress, and he will coordinate that.

Commissioner ORTEGA commented on the full report of activities for the Department of Recreation and Facilities and asked if the staff and facilities are maxed out for growth. Director BERG said he has reached out to Fremont and Diamond Lake Schools for additional space to accommodate the growth. Commissioner BURTON asked if staff were pleased with the results of the Request for Proposal for T-shirt printing and Director BERG confirmed that there would be cost savings with the new vendor.

Director McINERNEY provided an update on the audit including the anticipated presentation for approval of the Annual Comprehensive Financial Report for the Year Ended December 31, 2024 at the May 12, 2025 meeting. She provided an update on UKG Ready time keeping software implementation in April, and transition to BS&A Cloud for General Ledger and Accounts Payable systems completed by end of April. Director McINERNEY shared IT security transition is continuing with stronger passwords and multifactor authentication implementation. She said training for Barefoot Bay staff with the Mundelein Police and Fire Departments to improve emergency response procedures is planned. Director McInerney announced all open full-time positions are filled. Commissioner McGRATH asked how many full-time staff at MFPD. Director McINERNEY said there are 55 full-time personnel.

Executive Director SALSKI introduced the new mascot, Mundy Lion, and announced the reveal to the community will be at the Cottontail Trail event on April 5.

There being no further business, Commissioner FRASIER moved to adjourn at 7:55 p.m. second by Commissioner McGRATH. A voice vote was taken with all voting yes.

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

Secretary