

MINUTES
Mundelein Park & Recreation District
Committee of the Whole
April 14, 2025

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, ORTEGA and President KNUDSON.

President KNUDSON asked for a motion to allow Commissioner McGRATH to attend the meeting remotely due to a family emergency. Commissioner BURTON moved to allow Commissioner McGRATH to attend the meeting remotely due to a family emergency, second by Commissioner FRASIER. A roll call vote was taken with Commissioners BURTON, FRASIER, ORTEGA and KNUDSON voting yes.

Commissioner McGRATH joined the meeting via telephone at 7:01 p.m.

Staff present: Executive Director SALSKI, Director McINERNEY, Superintendent BANNON, and Executive Assistant KAUFFMAN.

Visitors: David Moore, Laner Muchin

Executive Director SALSKI announced that the District was informed by School District 75 that transportation costs will increase by \$41,888 for the 2025-26 Rec Connect school year. Executive Director SALSKI said this will have a significant impact, \$900 annually, on families. Staff have provided a letter to School District Administrators with impacts and options.

Commissioners had the opportunity to ask questions and provide comments. Commissioner BURTON asked if the District could contract directly with the bus company. Executive Director SALSKI said Director Berg will provide more information at the next meeting. Commissioner KNUDSON suggested a three-way split of the additional cost between the District, the parents and District 75. Executive Director SALSKI said the conversation would continue with District 75.

President KNUDSON then asked for presentation of information from the Regular Board Meeting Agenda for April 14, 2025.


Executive Director SALSKI stated Director McINERNEY, Superintendent BANNON and Attorney David Moore, from Laner Muchin, did a terrific job with reviewing the policies. He said Commissioner ORTEGA reviewed as well and provided feedback. Staff presented the Personnel Policy Manual – Section 6.15 Gambling – Amendment for Video Gaming Policy. Executive Director SALSKI reminded Commissioners that employees listed on the liquor license were not able to use the gaming terminals. The policy amendment was reviewed including prohibiting video gaming use by employees while on duty, as well as employees being prohibited from wearing any clothing with the District logo while engaging with video gaming machines. Commissioner BURTON asked if Commissioners were included with the policy of wearing a logo shirt. Executive Director SALSKI stated that the Commissioners do not follow the entire policy manual but complies with the Board Policy Manual. He said a policy could be included in Board Policy manual.

Executive Director SALSKI reviewed a new proposed addition to the Personnel Policy Manual – Section 3.16 Emotional Well Being Policy – noting it meets a key goal of the District’s Innovation Strategy to become a preferred employer with the addition of two emotional well being days for full-time employees and one day for part-time employees. Commissioner BURTON asked if it takes away from other sick or personal days. Executive Director SALSKI confirmed it did not, with the well-being days offering a way to give back to employees through additional time off. Commissioner ORTEGA asked if the days used by employees would be considered due to a medical condition and Superintendent BANNON said the emotional well-being days are a hybrid between sick and personal days with the intent to be flexible. It was confirmed that the benefit would be implemented immediately if passed.

Executive Director SALSKI reviewed a proposed amendment to the Personnel Policy Manual with the addition of Section 3.5 Pet Bereavement and he said most employees have pets and consider them as family members. Commissioner ORTEGA asked that the District have a record of employees’ pets and recommended additional language to the policy stating that employees shall submit names and types of pets to Human Resources.

Executive Director SALSKI reviewed the Intergovernmental Agreement between the Mundelein Park & Recreation District and the Village of Mundelein for police protection for District property. The proposed four-year contract was discussed including the length of the contract, the services covered, equipment purchased and the value for the cost of \$50,000 per year. Commissioner ORTEGA suggested tabling the discussion until further discussion. Commissioners suggested District staff invite the Village of Mundelein Police Chief to a meeting for further discussion. Executive Director SALSKI recommended continuing the discussion in the Regular Board Meeting.

There being no further business, Commissioner ORTEGA 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
April 14, 2025

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.

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

President KNUDSON asked for a motion to allow Commissioner McGRATH to attend the meeting remotely. Commissioner BURTON moved to allow Commissioner McGRATH to attend the meeting remotely due to a family emergency, second by Commissioner ORTEGA. A roll call vote was taken with Commissioners BURTON, ORTEGA, FRASIER and President KNUDSON voting yes.

Commissioner McGRATH joined the meeting via telephone at 7:31 p.m.

Staff present: Executive Director SALSKI, Director McINERNEY, Superintendent BANNON, and Executive Assistant KAUFFMAN.

Visitors: David Moore, Laner Muchin

President KNUDSON requested a motion to approve the minutes of the Committee and Regular meetings on March 24, 2025. Commissioner ORTEGA moved to approve the minutes of the Committee and Regular meetings on March 24, 2025, second by Commissioner BURTON. President KNUDSON repeated the motion, asked if there were any corrections or additions. Executive Director SALSKI noted a misspelling of the name FRASIER was corrected on the Regular Meeting minutes for March 24, 2025. A voice vote was taken with all voting yes.

President KNUDSON read the Warrants for approval. Commissioner BURTON moved to approve Warrants: 032825, 033125, 040225, 040425, 040625, 040825, 041125, 041425 = \$869,834.68, second by Commissioner ORTEGA. President KNUDSON repeated the motion, asked if there were any questions. Commissioner ORTEGA asked why internet was needed at the Diamond Lake Recreation Center and at the Mundelein Heritage Museum and staff confirmed internet service was needed for the theater and summer programs and meetings held at Diamond Lake Recreation Center and for the computer at the Museum. He also inquired about a recurring problem of charging customers twice that necessitates refunds and staff said they will investigate that issue. A roll call vote was taken with Commissioners BURTON, ORTEGA, FRASIER, McGRATH and President KNUDSON voting yes.

President KNUDSON asked if there was any Correspondence. Executive Director SALSKI presented the news article from the Lake County News regarding the Cottontail Trail event held at the Dolan Center on April 5, 2025. He thanked staff for a very successful event with increased attendance over previous years and announced that mascot Mundy Lion was introduced to the community.

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

President KNUDSON announced consideration of New Business.

President KNUDSON requested a motion to approve Personnel Policy Manual – Section 6.15 Gambling – Amendment for Video Gaming Policy. Commissioner ORTEGA moved to approve Personnel Policy Manual – Section 6.15 Gambling – Amendment for Video Gaming Policy, second by Commissioner BURTON. President KNUDSON repeated the motion, asked if there was any discussion. There was none.

A roll call vote was taken with Commissioners ORTEGA, BURTON, FRASIER, McGRATH and President KNUDSON voting yes.

President KNUDSON requested a motion to approve Personnel Policy Manual – Section 3.16 Emotional Well Being Policy. Commissioner BURTON moved to approve Personnel Policy Manual – Section 3.16 Emotional Well Being Policy, second by Commissioner McGRATH. President KNUDSON repeated the motion, asked if there was any discussion. There was none.

A roll call vote was taken with Commissioners BURTON, McGRATH, FRASIER, ORTEGA and President KNUDSON voting yes.

President KNUDSON requested a motion to approve of Personnel Policy Manual – Section 3.5 Bereavement Policy – Amendment Pet Bereavement Policy. Commissioner BURTON moved to approve of Personnel Policy Manual – Section 3.5 Bereavement Policy – Amendment Pet Bereavement Policy with revision as discussed directing that employees shall submit pet information to the District, second by Commissioner ORTEGA. President KNUDSON repeated the motion, asked if there was any discussion. There was none.

A roll call vote was taken with Commissioners BURTON, ORTEGA, FRASIER, McGRATH and President KNUDSON voting yes.

President KNUDSON requested a motion to approve of Intergovernmental Agreement (IGA) Between the Mundelein Park & Recreation District and the Village of Mundelein for Police Protection for Park & Recreation District Property. Commissioner BURTON moved to approve the Intergovernmental Agreement Between the Mundelein Park & Recreation District and the Village of Mundelein for Police Protection for Park & Recreation District Property, second by Commissioner ORTEGA. President KNUDSON repeated the motion and opened the floor for discussion.

Discussion continued from the Committee of the Whole meeting, including reviewing the history of previously hiring security prior to contracting with the Village of Mundelein Police, the cost of the proposed IGA at \$50,000 per year for the four-year contract, plus the one-time \$20,000 equipment purchase. Commissioner ORTEGA suggested tabling the discussion until further information is provided by staff and the Village Police Department. He asked if other Districts had a similar agreement. Commissioner BURTON suggested consideration of a one-year contract and Commissioner ORTEGA requested that the Village of Mundelein Police Chief attend a future meeting to discuss the services provided in the IGA.

Director SALSKE recommended including the \$20,000 allocation for equipment as the Village ordered the equipment.

Commissioner BURTON amended her motion to approve the Intergovernmental Agreement Between the Mundelein Park & Recreation District and the Village of Mundelein for Police Protection for Park & Recreation District Property for a one-year period, second by Commissioner ORTEGA.

A roll call vote was taken with Commissioners BURTON, ORTEGA, FRASIER, McGRATH and President KNUDSON voting yes to amend the motion.

A roll call vote was taken with Commissioners BURTON, ORTEGA, FRASIER, McGRATH and President KNUDSON voting yes to a one-year agreement and \$20,000 allocation for equipment.

President KNUDSON requested a motion to approve of Hanrahan Park, Indian Trails Park, Fairhaven Park – 2025 Paving Bid including the Base Bid and Alternates A, B, C from Chicagoland Paving and to authorize the Executive Director, on behalf of the District, to enter into an agreement for \$391,337.50 plus a contingency of \$78,267.50. Commissioner BURTON moved to approve of Hanrahan Park, Indian Trails Park, Fairhaven Park – 2025 Paving Bid including the Base Bid and Alternates A, B, C from Chicagoland Paving and authorize the Executive Director, on behalf of the District, to enter into an agreement for \$391,337.50 plus a contingency of \$78,267.50, second by Commissioner McGRATH. President KNUDSON repeated the motion, asked if there was any discussion.

Executive Director SALSKE said it was a very favorable bid and Chicagoland Paving had previously contracted with the District and been successful. He added that the project is expected to be under budget by \$236,662.50. Commissioner McGRATH requested staff to provide a quarterly report showing the contingencies as well as a history of the contingency percentages. Executive Director SALSKE stated he would provide the report in May.

A roll call vote was taken with Commissioners BURTON, McGRATH, FRASIER, ORTEGA and President KNUDSON voting yes.

President KNUDSON requested a motion to approve Ordinance 25-04-01-O Declaration of Surplus Personal Property and Authorization for Sale, Trade-In or Disposal. Commissioner BURTON moved to approve Ordinance 25-04-01-O Declaration of Surplus Personal Property and Authorization for Sale, Trade-In or Disposal, second by Commissioner FRASIER. President KNUDSON repeated the motion, asked if there were any questions. There were none.

A roll call vote was taken with Commissioners BURTON, FRASIER, McGRATH, ORTEGA and President KNUDSON voting yes.

President KNUDSON asked if there was any Board Business. Commissioner ORTEGA thanked staff for providing an online packet with bookmarks and suggested all commissioners consider using the electronic packet.

Commissioner BURTON commented that the new fences on the Little League fields look nice.

President KNUDSON asked for Staff Reports.

Executive Director SALSKE referred to a letter from President KNUDSON on behalf of the Board of Commissioners to the Village of Mundelein Board President and Trustees concerning impact fees and the Ivanhoe Village development. He said the letter was not acknowledged by the Village and expressed disappointment at that and the lack of communication from the Village concerning impact fees. He mentioned that he asked Kyle Berg to make a statement at the meeting on behalf of the Board and him.

Executive Director SALSKE also addressed the project at Kracklauer Park, and the cost for the project covered completely with contingencies.

President KNUDSON requested a motion to go into Executive Session at 8:10 p.m. Commissioner ORTEGA moved to go into Executive Session for Personnel 5 ILCS 120/2 (c)(1), Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5), and Collective Bargaining or Salary Schedule 5 ILCS 120/2(c)(2), second by Commissioner BURTON. A roll call vote was taken with Commissioners ORTEGA, BURTON, FRASIER, McGRATH and President KNUDSON voting yes.

The Board Members came out of the Executive Session at 9:15 p.m.

Executive Director SALSKE and Executive Assistant KAUFFMAN returned to the meeting at 9:16 p.m.

President KNUDSON requested a motion to approve the Collective Bargaining Agreement Between the Teamsters Local 700 and Mundelein Park and Recreation District. Commissioner BURTON moved to approve the Collective Bargaining Agreement Between the Teamsters Local 700 and Mundelein Park and Recreation District as presented, second by Commissioner ORTEGA. A roll call vote was taken with Commissioners BURTON, ORTEGA, FRASIER, McGRATH and President KNUDSON voting yes.

There being no further business, Commissioner FRASIER moved to adjourn at 9:17 p.m., second by Commissioner McGRATH. A voice vote was taken with all voting yes.


Secretary