

MINUTES
Mundelein Park & Recreation District
Special Committee of the Whole
April 21, 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, McGRATH, ORTEGA and President KNUDSON.

Staff present: Executive Director SALSKI, Directors BERG, FOSTER, KARL, LAWRENCE and McINERNEY, and Executive Assistant KAUFFMAN.

Visitors: None

Executive Director SALSKI reviewed the District's Goals and Objectives for the 2025 report for the first quarter, noting the Commissioners will see more progress during the second quarter. Commissioner ORTEGA asked about the terms used to describe the status of each item and Executive Director SALSKI said the phrase "not yet started," will not be used moving forward.

President KNUDSON asked for presentation of information from the Special Board Meeting Agenda for April 21, 2025.

Executive Director SALSKI provided highlights from his director's report including a summary on the design review meeting for Diamond Lake Recreation Center mentioning the Board consensus to remove the spray park and sand from the design while adding in other kid friendly activities. Executive Director SALSKI also mentioned the upper deck to view the lake and confirmed that it would not be in the early design but would be phased in. He also talked about getting some activity going at Diamond Lake later this year after the swim season has closed and there was discussion about holding that on the south side of the recreation center. Commissioner McGRATH suggested getting picnic tables and food trucks with parking for the food trucks in the half circle drive. Executive Director SALSKI confirmed there will be one concept presented to the community.

Executive Director SALSKI reviewed the status of upcoming grant applications including a meeting was held with State Representative Didech, conversation with staff for Congressman Schneider for a Community Project Funding application and information provided to State Senator Adriane Johnson. He also indicated there would be more information at the Legislative Conference regarding OSLAD Grant.

Finally, Executive Director SALSKI reminded Commissioners of the Mundelein Park Foundation Meat Raffle Fundraiser on April 27th with the meat packing at 2:45 p.m. on Friday, April 25th.

Director KARL presented the report for Steeple Chase Golf Course. He announced the rounds in March were the best since 2012. He also described the new process for the irrigation system done by one person using an app on the phone. It is a precise application and saved 17% on product on just the greens alone. President KNUDSON asked how the sprayer worked, and Director KARL gave an explanation and shared that it will not spray the same area twice. He said the process will pay for the sprayer with product savings.

Director FOSTER provided an update that preparations to fill up the pools at Barefoot Bay will be complete by the end of the week. He announced that crews have made improvements at Maurice Noll Park baseball fields, and this will yield more rentals.

Executive Director SALSKI encouraged Commissioners to go to Longmeadow Park to see the wooded areas that were cleared of invasive Buckthorn. He said he has received many compliments from residents.

Director BERG announced there had been a positive response from members for the Health and Fitness Center updates completed that day. He said membership was now at or beyond levels pre-COVID and mentioned that tours during the day's open house resulted in at least 6 new memberships during the morning open house session alone.

Director BERG said he had been monitoring the improvements at the MBSA fields and will complete a final walk-through prior to the final payment from the District.

Director BERG provided a report on the cultural arts program and noted that the \$8,000 to \$10,000 shortfall will be relieved when grant payment is received.

Director BERG reviewed the registration numbers for the upcoming summer camp. Commissioner McGRATH asked if staff were comfortable with the numbers and Director BERG confirmed yes.

Executive Director SALSKI provided an update on the Rec Connect program and stated that staff continued to meet or discuss with the school district and shared the Commissioner's comments from the last board meeting.

Commissioner ORTEGA asked how long the new floors in the Fitness Center will last and Director BERG replied 10 to 15 years provided maintenance is followed per manufacturer suggestions.

Commissioner FRASIER encouraged all to go to see the improvements at the Health and Fitness Center and thanked all the staff and volunteers for a great open house.

There being no further business, Commissioner BURTON moved to adjourn at 7:31 p.m., second by Commissioner ORTEGA. A voice vote was taken with all voting yes.


Secretary

MINUTES
Mundelein Park & Recreation District
Special Board Meeting
April 21, 2025

The Special meeting of the Board of Park Commissioners of the Mundelein Park & Recreation District, Mundelein, Lake County, Illinois, was called to order at 7:31 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, Directors BERG, FOSTER, KARL, LAWRENCE and McINERNEY, and Executive Assistant KAUFFMAN.

Visitors: None.

President KNUDSON requested a motion to approve the minutes of the Special Committee meeting on April 10, 2025, the Committee and Regular meetings and the Executive Session on April 14, 2025. Commissioner ORTEGA moved to approve the minutes of the Special Committee meeting on April 10, 2025, the Committee and Regular meetings and the Executive Session on April 14, 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 BURTON moved to approve Warrants: 042125 = \$104,457.34, second by Commissioner McGRATH. President KNUDSON repeated the motion, asked if there were any questions. Director BERG responded to a question regarding the refund report raised by Commissioner ORTEGA at the April 14 regular board meeting and confirmed that refunds were issued for reasons including recording error not entering membership as paid in full and cancellation error that included only one family member and not the other family member remaining active. He directed staff to review transactions closely. A roll call vote was taken with Commissioners BURTON, McGRATH, FRASIER, ORTEGA and President KNUDSON voting yes.

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

President KNUDSON requested a motion to file the March Police Report. Commissioner FRASIER moved to place the March Police Report on file, second by Commissioner ORTEGA. President KNUDSON repeated the motion and asked if there were any questions. Commissioner ORTEGA said the report showed the calls for burglar alarms and suspicious activity would be covered by the police if there was not a specific contract with the police. President KNUDSON noted there were 285 park checks during the month. Executive Director SALSKI said Chief Seeley will attend a meeting soon to review the police services for the district.

He also confirmed that the Village will consider for approval the amended one-year contract approved by the District on April 14, 2025. 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 announced there was a news article in the Daily Herald regarding the Ivanhoe Village development. Additionally, he shared a response letter from the Village of Mundelein in response to the letter sent by President Knudson on behalf of the entire District Board. The Executive Director confirmed that the letter and commentary provided by Director BERG to the Village of Mundelein at the April 14, 2025, meeting was factual. He said the Wirtz family will be encouraged to attend a future meeting to present information regarding the amenities proposed for construction at Ivanhoe Village.

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 continued his discussion about the Health and Fitness Center including the total cost for the recent renovation was \$125,000 and yielded new members.

Director McINERNEY announced that the District had been awarded the GFOA Certificate of Achievement for Excellence in Financial Reporting for the 2023 Annual Comprehensive Financial Report for the 13th consecutive year, and she said the anticipated presentation for approval of the Annual Comprehensive Financial Report for the Year Ended December 31, 2024, will be in May. She also announced the transition to the BS&A Cloud for the General Ledger and Accounts Payable systems will go live on April 28th. She shared the Human Resources team planned activities including an employee pickleball clinic and lunch and learn titled *Psychological Safety at Work*. Director McINERNEY also thanked staff for the implementation of the UKG Ready software and announced the go live date of April 20, 2025. Director McINERNEY shared IT security transition has removed password manager options from internet browsers and employees now exclusively use the District's designated password manager, LastPass. She provided information on the safety training provided including a fire drill at the Mundelein Community Center and an Active Threat presentation via Microsoft Teams from RJM Strategy Group.

Director LAWRENCE provided information on the marketing and communications techniques used including hiring a marketing company to help boost Barefoot Bay season pass sales and paid social media ads that promoted special events resulting in sold out programs. She also announced a successful introduction of mascot Mundy Lion at the April 5 Cottontail Trail event and announced he has his own web page on the District website called Mundy's Den. Director LAWRENCE announced that Erin Grupp started as the part-time Marketing Coordinator. She also announced new sponsors recently acquired and President KNUDSON asked what do sponsors receive for their donation. Director LAWRENCE said she will provide a list of those benefits to the Commissioners. Commissioner ORTEGA asked about social media ads placed and Director LAWRENCE reviewed that paid ads appear frequently in individual social media feeds.

The Executive Director announced that staff will visit the offices of state legislators in Springfield on April 28 and 29th and provide an appreciation bag with marketing materials from the Mundelein Park and Recreation District.

President KNUDSON acknowledged the service anniversaries of Steve Yeazell 26 years; Kyunga Woo 21 years; Stephanie Nece 9 years; Laura Cavazos 4 years; and Moises Herrera 2 years.

President KNUDSON requested a motion to go into Executive Session at 8:07 p.m. Commissioner McGRATH moved into Executive Session for Personnel 5 ILCS 120/2 (c)(1) and Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5), second by Commissioner FRASIER. A roll call vote was taken with Commissioners McGRATH, FRASIER, BURTON, ORTEGA and President KNUDSON voting yes.

Commissioner FRASIER left the meeting at 8:52 p.m. for a family emergency.

The Board Members came out of the Executive Session at 9:35 p.m.

There being no further business, Commissioner McGRATH moved to adjourn at 9:36 p.m., second by Commissioner BURTON. A voice vote was taken with all voting yes.


Secretary