

**MINUTES**  
**Mundelein Park & Recreation District**  
**Committee of the Whole**  
**May 12, 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, ORTEGA and President KNUDSON. Commissioner McGRATH was absent with prior notice.

Staff present: Executive Director SALSKI and Executive Assistant KAUFFMAN.

Visitors: None.

Executive Director SALSKI reminded all that due to Memorial Day, May 19<sup>th</sup> was selected as the date for the next regular scheduled meeting with the normal rotation of meetings returning in June. Commissioner BURTON said she would not be in attendance on May 19, 2025.

Executive Director SALSKI announced that the District's financial software has been moved to a cloud version, delaying the April Financial Report to June 9, 2025, Regular Board Meeting.

Executive Director SALSKI provided a summary of the grant projects for the District including the completed OSLAD Longmeadow project and the OSLAD Kracklauer project with a ribbon cutting scheduled for June 25, 2025, at 6:00 p.m. He also reviewed the OSLAD Keith Mione Community Park project design with modifications to the asphalt pad location, addition of future parking into the project design and discussion of placement of items in relation to the direction facing the sun. The asphalt pad would be facing more north and south. He said the project is scheduled to begin in Spring 2026.

Executive Director SALSKI reported the Diamond Lake Master Plan is expected to begin soon and the Morton Arboretum Grant is 50 percent complete with the removal of buckthorn at Longmeadow Park and the Leo Leathers work finishing soon. He also summarized information learned at the recent Legislative Conference in Springfield that could provide an opportunity for a bicycle path grant opportunity for Keith Mione Community Park.


Executive Director SALSKI also gave an update on new park developments including the playground at Townes of Oak Creek scheduled to open when work is complete and the dog park will open in 2026.

Executive Director SALSKI also discussed plans for a capital development projects tour at the end of July for Board members to see and discuss future projects. He said he would provide possible tour dates soon.

Executive Director SALSKI presented an overview of the regular meeting agenda including specifics for closing out the business of the 2024-2025 Board and swearing in Commissioners BURTON and ORTEGA. He also reviewed upcoming agenda items for Board consideration including replacement of boilers and alternates to replace other boilers due to savings from the basketball and tennis courts bid and Steeple Chase Golf Club paving bid.

Commissioner BURTON asked if Steeple Chase would replace more cart paths with the savings. Executive Director SALSKI stated staff discussed and didn't plan to complete more cart paths. He said the savings may be best to use for boilers that are anticipated to be over budget. He mentioned that the District may still have an opportunity to recommend resurfacing more cart paths in 2025 as the project was not expected to be completed until Fall. He said that staff planned to increase cart path paving funding in 2026. Commissioner ORTEGA asked with the review of all bids, contracts and agreements if cost savings were found and would funds be able to be used for other projects. Executive Director SALSKI stated that he expected savings from other 2025 budgeted capital projects, and it would be advantageous to approve the boiler alternates. He said staff will be prepared to present savings to assist with determining whether to approve the bids. Executive Director SALSKI noted that in June, several IDOT projects require the board to approve agreements for easements and/or purchase of land. He stated the District was expected to receive approximately \$115,100. He recommended that any funds received be placed in the Capital Fund.

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**  
**May 12, 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.

President KNUDSON directed Executive Assistant KAUFFMAN to call the roll. Present were Commissioners BURTON, FRASIER, ORTEGA and President KNUDSON. Commissioner McGRATH was absent with prior notice.

Staff present: Executive Director SALSKI and Executive Assistant KAUFFMAN.

Visitors: None

President KNUDSON requested a motion to approve the minutes of the Special Committee and Special Meeting and the Executive Session on April 21, 2025 and the Special Meeting on May 1, 2025. Commissioner ORTEGA moved to approve the minutes of the Special Committee meeting, Special Meeting and the Executive Session on April 21, 2025 and the Special Meeting on May 1, 2025, second by Commissioner BURTON. President KNUDSON repeated the motion, asked if there were any corrections or additions. There were none. A voice vote was taken with all voting yes.

President KNUDSON read the Warrants for approval and Executive Director SALSKI noted that the warrant report for 051225 totaling \$512,995.33 was included for the Board to authorize the Executive Director to pay the invoices. Commissioner BURTON moved to approve Warrants: 042525, 042925, 043025, 050525, 050925 = \$582,812.42 with the addition of Warrant 05122025 = \$512,995.33 to authorize the Executive Director to pay the invoices, second by Commissioner ORTEGA. President KNUDSON repeated the motion, asked if there were any questions. Executive Director SALSKI said he would include warrant 05122025 for the next meeting to be ratified. A roll call vote was taken with Commissioners BURTON, ORTEGA, FRASIER and President KNUDSON voting yes.

President KNUDSON asked if there was any Correspondence. There was none.

President KNUDSON announced consideration of Old Business. He concluded the Business of the 2024-2025 Board by stating, "As President of the Mundelein Park & Recreation District Board of Park Commissioners, I hereby declare the 2024-2025 Board is now complete."

President KNUDSON announced consideration of New Business. Board Secretary SALSKI called to order the 2025-2026 Board meeting, and he asked Executive Assistant KAUFFMAN to call the Roll. Present were Commissioners BURTON, FRASIER, ORTEGA and President KNUDSON. Commissioner McGRATH was absent with prior notice.

Secretary SALSKI provided the oath to Commissioners BURTON and ORTEGA. Upon reading the oath, both Commissioners signed and dated. It was announced that Commissioner McGRATH will be sworn in at the next meeting.

Board Secretary SALSKI announced the election of Board Officers and requested a nomination and motion for Board President. Commissioner FRASIER nominated Commissioner KNUDSON to serve as Board President, second by Commissioner ORTEGA. Secretary SALSKI asked if there were any additional nominations and hearing none closed the nomination for Board President. A roll call vote was taken with Commissioners FRASIER, ORTEGA, BURTON and KNUDSON voting yes.

Board Secretary SALSKI requested a nomination and motion for Vice President. Commissioner KNUDSON nominated Commissioner ORTEGA to serve as Vice President, second by Commissioner BURTON. Secretary SALSKI asked if there were any additional nominations and hearing none closed the nomination for Vice President. A roll call vote was taken with Commissioners KNUDSON, BURTON, FRASIER and ORTEGA voting yes.

Board Secretary SALSKI requested a nomination and motion for Treasurer. Commissioner ORTEGA nominated Commissioner BURTON to serve as Treasurer, second by Commissioner KNUDSON. Secretary SALSKI asked if there were any additional nominations and hearing none closed the nomination for Treasurer. A roll call vote was taken with Commissioners ORTEGA, KNUDSON, BURTON and FRASIER voting yes.

Board Secretary SALSKI declared the commissioners were duly elected to serve as the Board officers and President KNUDSON assumed the duty to lead the meeting.

President KNUDSON asked for a motion to approve of appointments for Board Secretary and Alternate, SRACLC Representative and ADA Compliance Officer and Alternate, Attorneys, FOIA and OMA Officers. Commissioner BURTON moved to approve the 2025-2026 Recommended Appointments as presented, second by Commissioner ORTEGA. President KNUDSON asked if there were any questions or discussion. There was none. A roll call vote was taken with Commissioners BURTON, ORTEGA, FRASIER and President KNUDSON voting yes.

President KNUDSON asked for a motion for the approval of Steeple Chase Golf Club 2025 Pavement Improvements. Commissioner BURTON moved to approve the Base Bid and Alternate A from TAT Enterprises Inc and authorize the Executive Director, on behalf of the Park District, to enter into an agreement for \$45,489 plus a contingency of \$6,823.35, second by Commissioner FRASIER. President KNUDSON asked if there were any questions or discussion. There were none. A roll call vote was taken with Commissioners BURTON, FRASIER, ORTEGA and President KNUDSON voting yes.

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

President KNUDSON asked for Staff Reports. There were none.

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There being no further business, Commissioner ORTEGA moved to adjourn at 7:39 p.m., second by Commissioner FRASIER. A voice vote was taken with all voting yes.

  
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Secretary