



May 12, 2025

7:00 p.m. - Committee Meeting

7:30 p.m. - Regular Board Meeting

PUBLIC NOTICE IS HEREBY GIVEN that the Board of Park Commissioners of the Mundelein Park & Recreation District, Lake County, Illinois (the "*Park Board*") will hold a Committee Meeting of the Park Board on the 12th day of May 2025, at 7:00 p.m. at Dolan Recreation Center, 888 Dunbar Road, Mundelein, Illinois.

The Agenda for the Meeting is as follows:

Call to Order:

Roll Call: Burton, Frasier, McGrath, Ortega, Knudson

Statement of Visitors:

Updates:

1. April Financial Statements
2. Grant Projects
3. New Park Developments
4. Capital Development Projects Tour
5. Regular Board Meeting Agenda

Action Items – Regular Board Meeting

1. Swearing in of Newly Elected Board Members
2. Call to Order the 2025-2026 Board
3. Roll Call
4. Election of 2025-2026 Board Officers
5. Approve of 2025-2026 Appointments
6. Approve of Steeple Chase Golf Club – 2025 Pavement Improvements

Adjournment

Rules for Public Comment:

- A. At the start of the period for public comment (“Statement of Visitors”) the board President or acting chairperson will advise the public:
 - 1. The amount of time permitted for public comment;
 - 2. That all speakers state their name and addresses before addressing the Board;
 - 3. To avoid repetitive comments, testimony and general questions; and
 - 4. To appoint only one person to speak on behalf of a group.
- B. Each person will be permitted to speak one time only, unless the President determines that allowing a speaker to address the Board again will contribute new testimony or evidence germane to an issue on the agenda for that meeting.
- C. Unless a representative spokesperson is appointed in the manner described in rule D, all comments from the public will be limited to no more than three (3) minutes per person.
- D. Groups may register a representative spokesperson by filing an appearance form no later than one (1) hour in advance of a meeting. The appearance form must designate (i) the number of people the designee represents for the purpose of making public comment; (ii) the subject matter of the public comments; and (iii) whether the individuals being represented by a group spokesperson shall be deemed to have waived their opportunity to speak independently unless the President determines that allowing such a speaker to address the Board will contribute new testimony or evidence germane to an issue on the agenda for that meeting.
 - 1. A representative spokesperson who timely files a complete appearance form to speak on a matter germane to the agenda shall be permitted to speak for three (3) minutes for each person being represented, up to a maximum of fifteen (15) minutes.
 - 2. A representative spokesperson who timely files a complete appearance form to speak on a matter not germane to the agenda shall be permitted to speak for three (3) minutes for each person being represented, up to a maximum of nine (9) minutes.
- E. The Board shall not respond to questions posed during public comment. All questions shall be recorded by the Board Secretary and a response shall be presented either during the next regular Board meeting or in writing before such meeting.
- F. All comments must be civil in nature. Any person who engages in threatening, slanderous or disorderly behavior when addressing the Board shall be deemed out-of-order by the presiding officer and his or her time to address the Board at said meeting shall end.

Approved 4/14/2014 Board Meeting



BOARD MEMORANDUM

May 12, 2025 Committee Meeting Topics

April Financial Statements

For 2025, the District's financial software was required to move to a cloud version. Installation has occurred and staff have been working through all the challenges. Due to back-to-back board meetings and the recent installation of the software, Executive Director Salski will be sending the April Financial Report after May 19 with approval at the June meeting.

Grant Projects

The OSLAD Longmeadow Project is completed, and the final phase consists of an audit. The Architect and Contractor did a great job. The OSLAD Kracklauer Project will be completed by mid-June. The contractor has been waiting for consistent temperatures and weather for the poured in place surfacing, color coating and more. The poured in place surfacing will occur in the next two weeks. The donor wall and bathrooms will be completed towards mid to end of June. Executive Director Salski will wait to schedule a Ribbon Cutting Ceremony until after the project is fully completed and legislators are available. However, the playground will open for the children and families to enjoy when completed. The OSLAD Keith Mione Community Park Project design is being finalized, and staff will share the latest version at the meeting. The project is expected to be bid in the fall with construction starting in spring, 2026. The Diamond Lake Master Plan has not started but it is planned to begin very soon. The Morton Arboretum Grant is fifty percent completed as the removal of buckthorn was completed at Longmeadow Park. Residents were incredibly pleased with the outcome. Leo Leathers is the last phase of the grant.

Staff gained some valuable knowledge about the bicycle path grant at the Legislative Conference. It is an opportunity to fund a bike/walking path around Keith Mione Community Park. Additionally, the District is applying for grants related to the Diamond Lake Master Plan Project.

New Park Developments

Sheldon Woods subdivision park is near complete, and the Attorney and Pulte are finalizing the closing documents for Executive Director Salski to sign. The Board does not need to approve as the agreement was approved by the Board. The District will need to name the park and Executive Director Salski and staff have an option to hold a contest in the community. Staff can make a recommendation, and the Board can make a final decision. Or staff can develop several names. The Townes at Oak Creek have started to pour some concrete bench pads, shade pads and curbing. The bridge is installed. The playground might be completed by the Fall and Executive Director Salski would prefer to open the dog park in 2026 allowing the grass to fully grow.

Capital Development Projects Tour

Executive Director Salski and staff are beginning to make priority recommendations for Capital Development projects over the next two to five years. Executive Director Salski and staff would like to schedule a tour for the end of July with the full board to share information and answer questions. Staff will continue evaluating the full scope of the School District projects before recommending a Capital Development project to avoid any duplication of services.

Regular Board Meeting Agenda Items

If time is available, staff can present any information on the Regular Board Meeting agenda.

Action Items – Regular Board Meeting

1. Swearing in of Newly Elected Board Members
2. Call to Order the 2025-2026 Board
3. Roll Call
4. Election of 2025-2026 Board Officers
5. Approve of 2025-2026 Appointments
6. Approve of Steeple Chase Golf Club – 2025 Pavement Improvements



**MUNDELEIN PARK &
RECREATION DISTRICT**

REGULAR BOARD MEETING

May 12, 2025

7:30 p.m.

PUBLIC NOTICE IS HEREBY GIVEN that the Board of Park Commissioners of the Mundelein Park & Recreation District, Lake County, Illinois (the "*Park Board*") will hold a Regular Board Meeting of the Park Board on the 12th day of May 2025 at 7:30 p.m., at Dolan Recreation Center, 888 Dunbar Road, Mundelein, Illinois.

AGENDA

Call to Order:

Pledge of Allegiance:

Roll Call: Burton, Frasier, McGrath, Ortega, Knudson

Statement of Visitors:

Approval of Minutes: Special Committee Meeting 04-21-25, Special Board Meeting 04-21-25, Executive Session 4-21-25 and Special Board Meeting 5-01-25

Approval of Disbursements: Warrants: 042525, 042925, 043025, 050525, 050925 = \$582,812.42

Correspondence:

Old Business: 1. Business of the 2024-2025 Board

New Business: 1. Swearing in of Newly Elected Board Members
2. Call to Order the 2025-2026 Board
3. Roll Call
4. Election of 2025-2026 Board Officers
5. Approve of 2025-2026 Appointments
6. Approve of Steeple Chase Golf Club – 2025 Pavement Improvements

Board Business:

Staff Reports:

Executive Session: Personnel 5 ILCS 120/2 (c)(1);
Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5);
Collective Bargaining or Salary Schedules 5 ILCS 120/2(c)(2);
Imminent or Pending Litigation 5 ILCS 120/2 (c)(11)

Action on Items Discussed in Executive Session, if Necessary

Adjournment

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 - 4. To appoint only one person to speak on behalf of a group.
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Approved 4/14/2014 Board Meeting

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

MINUTES
Mundelein Park & Recreation District
Special Board Meeting
May 01, 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 9:30 a.m. by President KNUDSON.

He then directed Executive Director SALSKI to call the roll. Present were Commissioners FRASIER, McGRATH and President KNUDSON. Commissioners BURTON and ORTEGA were absent with prior notice.

Staff present: Executive Director SALSKI.

Visitors: None.

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

President KNUDSON announced consideration of New Business.

Executive Director SALSKI presented Resolution 25-05-01-R-2025 Land Water Conservation Fund (LWCF) Grant – Diamond Lake Acquisition Properties for consideration. He presented background information including the LWCF Grant requires a resolution demonstrating the significance of the project to the District. He noted the concept plan for the Diamond Lake Recreation Center, Beach, Lake and Boat Launch was being developed and the Board and community would have an opportunity to provide feedback.

President KNUDSON requested a motion to approve Resolution 25-05-01-R for Land and Water Conservation Fund Grant – Diamond Lake Acquisition Properties. Commissioner FRASIER moved to approve Resolution 25-05-01-R for Land and Water Conservation Fund Grant – Diamond Lake Acquisition Properties, 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 FRASIER, McGRATH and President KNUDSON voting yes.

President KNUDSON requested a motion to approve compensation adjustment of 3.5% salary increase and \$5,000 bonus for Executive Director SALSKI effective May 1, 2025. Commissioner McGRATH moved to approve compensation adjustments for Executive Director SALSKI effective May 1, 2025, including a 3.5% salary increase and \$5,000 bonus, second by Commissioner FRASIER.

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

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

Special Meeting Minutes
May 1, 2025
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There being no further business, Commissioner FRASIER moved to adjourn at 9:31a.m., second by Commissioner McGRATH. A voice vote was taken with all voting yes.

Secretary

Warrants for Board Meeting 05/12/25			
Warrant Number		Amount	
042525		277,749.58	
042925		1,550.00	
043025		3,602.60	
050525		6,940.36	
050925		292,969.88	
Total		<u>582,812.42</u>	

Payroll ID: 193

Pay Period End Date: 04/19/2025 Check Post Date: 04/25/2025 Bank ID: A

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

042525

Grand Totals for Payroll:

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
** AQUA	0.02	0.00	915.50		** NCPERS	120.00	
** PER	21.00	0.00	420.00		ADDL IMRF 1	799.63	7,359.95
** REG	269.51	0.00	274.35		ADDL IMRF 2	1,683.93	15,092.68
** VAC	6.67	0.00	133.40		DENTAL	268.80	1,948.80
ACA NHI	0.00	0.00	230.79	1,769.39	DENTAL_ER	1,523.16	11,042.07
ANNIV	0.00	0.00	0.00	2,850.00	EAP_ER	65.54	450.58
AQBN	0.00	0.00	0.00	0.00	FCC	576.93	5,192.37
AQUA	0.00	0.00	0.00	1,385.25	FITW	15,208.74	126,011.31
BACK PAY	0.00	0.00	0.00	0.00	FLH	659.49	5,600.11
BON	0.00	0.00	0.00	0.00	MEDICAL_HMO	934.73	7,105.18
CAR	0.00	0.00	0.00	2,000.00	MEDICAL_HMO_ER	5,296.55	40,260.55
COMP	0.00	0.00	0.00	206.57	MEDICAL_PPO	4,610.90	32,602.24
CV19-1	0.00	0.00	0.00	0.00	MEDICAL_PPO_ER	26,128.24	184,744.84
DBL	0.00	0.00	0.00	20.66	MEDICARE_EE	3,011.57	23,733.43
EOY	0.00	0.00	0.00	1,500.00	MEDICARE_ER	3,011.57	23,733.43
EPTO	0.00	0.00	0.00	928.90	NCPERS	24.00	256.00
ESSNTLCOMP	0.00	0.00	0.00	0.00	NWD	225.00	2,025.00
FNRL	0.00	0.00	0.00	943.56	NWD %	48.67	440.46
GOLF LSSNS	0.00	0.00	0.00	1,736.70	NYL	53.34	480.06
HOL	468.00	0.00	14,317.67	65,013.51	PDMRA ADDL LIFE	461.90	3,622.60
INC	0.00	0.00	0.00	0.00	PEN_IM2	4,994.50	39,133.14
JRY	0.00	0.00	0.00	399.81	PEN_IM2_ER	9,300.84	72,750.05
LWP	0.00	0.00	0.00	0.00	PEN_IMR	2,622.28	21,765.01
NHI	0.00	0.00	1,692.35	12,769.55	PEN_IMR_ER	4,883.28	40,531.09
OT	0.00	31.00	1,130.32	12,591.27	PERS RCVBL	124.61	1,121.49
PATH2	0.00	0.00	0.00	1,635.00	SITW	9,529.07	74,717.24
PER	33.50	0.00	805.36	17,808.77	SOCSEC_EE	12,876.85	101,480.67
REFERRAL	0.00	0.00	100.00	400.00	SOCSEC_ER	12,876.85	101,480.67
REG	5,042.75	0.00	112,738.08	858,612.52	STA	655.00	5,895.00
SALARY	400.00	0.00	74,142.71	611,216.84	STA %	48.67	440.46
SIC	112.00	0.00	2,324.79	17,473.51	UN	178.62	1,607.58
SIN	16.00	0.00	695.96	9,001.52	VISION	43.25	313.50
TFB	0.00	0.00	215.00	4,184.02	VISION_ER	244.80	1,773.56
TIP	0.00	0.00	0.00	0.00			
TLI	0.00	0.00	151.34	1,156.08			
VAC	106.00	0.00	4,497.47	62,627.74			
WELLNESS	0.00	0.00	0.00	1,447.01			

214,418.75
15,888.42
14,184.12
33,258.29
277,749.58

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	Expense This Period
214,418.75	0.00	59,640.48	154,658.27	1,684,400.19	149,609.79	63,330.83

* = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

Payroll ID: 193

Pay Period End Date: 04/19/2025 Check Post Date: 04/25/2025 Bank ID: A

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

Tax Type	State / Loc	App Wages	Prior Ded	Taxable Gross
Social Security		214,785.09	7,094.10	207,690.99
Medicare		214,785.09	7,094.10	207,690.99
Federal		214,785.09	15,688.22	199,096.87
State	IL	213,203.23	15,688.22	197,515.01
State	WI	1,581.86	0.00	1,581.86

* = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

Mundelein Park District Warrant Report

Date Paid 04/29/2025

042925

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
141963	VILLAGE OF MUNDELEIN	SCGC LIQUOR LICENSE 2025	CORPORATE FUND	13.116	\$1,500.00
Check Total:					\$1,500.00
141964	VILLAGE OF MUNDELEIN	SCGC TOBACCO LICENSE 2025	CORPORATE FUND	13.116	\$50.00
Check Total:					\$50.00

Warrant Total: \$1,550.00

Mundelein Park District
Warrant Report

Date Paid 04/30/2025

043025

Check #	Vendor Name	Invoice Description	Fund Charged	Department Charged	Amount
560	KLOSS DISTRIBUTING CO INC				
		BEER - KLOSS	CORPORATE FUND	13.116	\$870.35
		BEER - KLOSS	CORPORATE FUND	13.116	\$375.50
		BEER - KLOSS	CORPORATE FUND	13.116	\$1,203.95
		BEER - KLOSS	CORPORATE FUND	13.116	\$1,052.80
				Check Total:	\$3,602.60

Warrant Total: \$3,602.60

050925

Report: Payroll Register (Grand Totals)

Pay Period End Date: 5/3/2025

Check Post Date: 5/9/2025

Company: Mundelein Park & Recreation District

Payroll Register

Of EEs: 215 # Of Statements: 215

Pay Type	Hrs	Rate	Amt	YTD Hrs	YTD Amt	Deductions	EE Amt	EE YTD	ER Amt	ER YTD	Taxes	Amt	YTD Amt
ACA NHI			\$230.79		\$2,000.18	ADDL IMRF 2	\$1,687.05	\$16,779.73			FIT	\$16,634.87	\$142,451.55
ANNIV					\$2,850.00	Health Insurance	\$428.34	\$428.34	\$2,427.16	\$2,427.16	FICA	\$13,692.40	\$114,374.64
AQUA INC				170.25	\$486.75	ADDL IMRF 1	\$815.37	\$8,175.32			MEDI	\$3,202.19	\$26,748.84
BRVMNT				16.00	\$943.56	CH Vol Life	\$2.00	\$2.00			SIT:IL	\$10,121.78	\$84,303.30
Bonus (Supplemen			\$5,000.00		\$5,000.00	Dental	\$269.49	\$2,224.91	\$1,527.05	\$12,607.57	SIT:WI	\$18.80	\$177.75
CAR			\$500.00		\$2,500.00	EAP_ER			\$65.54	\$515.28	Totals:	\$43,670.04	\$368,056.08
Comp	4.50		\$146.03	10.72	\$352.60	EE Vol Life	\$9.45	\$9.45					
DBL					\$20.66	FLX Child	\$576.93	\$5,769.30					
EOY					\$1,500.00	FLX Health	\$659.49	\$6,259.60					
Event PTO	8.00		\$473.04	8.00	\$473.04	GROUP LIFE			\$258.32	\$1,165.34			
FT NHI			\$1,692.35		\$14,461.90	Medical	\$5,114.48	\$44,946.12	\$28,981.68	\$254,655.93			
GOLF LSSNS					\$1,736.70	NCPERS	\$24.00	\$280.00					
HOL	8.00		\$741.52	1972.00	\$65,755.03	NWD 457b	\$273.71	\$2,739.17					
JRY				8.00	\$399.81	NYL	\$53.34	\$533.40					
OT	74.50		\$2,975.71	373.75	\$15,566.98	PDMRA VOL LIFE	\$453.10	\$4,075.70					
PATH					\$1,635.00	PEN_IM2	\$4,938.91	\$43,947.51	\$9,197.32	\$81,715.45			
PER	50.27		\$1,563.74	590.52	\$18,892.51	Pen IMR	\$2,919.64	\$24,684.65	\$5,436.98	\$45,968.07			
REG	9149.18		\$127,823.82	46481.18	\$975,099.82	Pers Rcvbl	\$124.61	\$1,246.10					
Referral					\$400.00	SPS Vol Life	\$6.75	\$6.75					
SICK INC				216.00	\$9,001.52	STND 457B	\$703.71	\$7,039.17					
Salary	1564.00		\$81,073.72	5204.00	\$692,290.56	UN DUES	\$178.62	\$1,786.20					
Sick	114.73		\$2,588.07	781.23	\$19,981.58	Vision	\$43.22	\$357.74	\$244.61	\$2,024.97			
TFB			\$87.88		\$4,493.90	Totals:	\$19,282.21	\$171,291.16	\$48,138.66	\$401,079.77			
TFB (H)					(\$171.50)								
TLI			\$155.56	1.00	\$1,311.64								
VAC	92.00		\$2,884.40	1790.45	\$65,378.74								
Wellness				28.00	\$1,447.01								
Wellness PTO				20.00	\$928.90								
Totals:	11065.18		\$227,936.63		\$1,904,736.89								

227,936.63

16,894.59

14,634.30

33,504.36

292,969.88



**MUNDELEIN PARK &
RECREATION DISTRICT**

BOARD MEMORANDUM

May 12, 2025 Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Date: May 8, 2025
Subject: Business of the 2024-2025 Board

Background

This meeting agenda item is an annual “best practice” which allows existing and/or new Board members to close the business of the Board.

Analysis/Considerations

During the meeting on May 12, 2025, the 2024-2025 Board business will come to an end.

Procedurally, upon reaching Old Business agenda item, President Knudson shall declare the Board Business of 2024-2025 complete:

“As President of the Mundelein Park & Recreation District Board of Park Commissioners, I hereby declare the 2024-2025 Board is now complete.”

Recommendation

None.

Action and Motion Requested

None.



MUNDELEIN PARK &
RECREATION DISTRICT

BOARD MEMORANDUM

May 12, 2025 Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Date: May 8, 2025
Subject: Swearing in of Newly Elected Board Members

Background

Executive Director Salski received the certified abstract of voters from Lake County Clerk's office. Newly elected Board Members are required to read and sign the Oath of Office at the first Regular Board meeting after the certified abstract of voters is received.

Analysis/Considerations

Please see attached Oath of Office for Nancy Burton, Patrick McGrath and Jesse Ortega to read and sign at the Regular Board Meeting on May 12.

Recommendation

None.

Action and Motion Requested

None.



ABSTRACT OF VOTES

Lake County, Illinois

I do hereby certify that on **April 21, 2025**, I canvassed the returns of the **Consolidated Election** held on **April 1, 2025**. I proclaim that a total of **75,757** ballots were cast and I further certify that the following list of candidates each received the number of votes recorded for him or her for the office listed below.

MUNDELEIN PARK & RECREATION DISTRICT

Mundelein Park & Rec Dist Commissioner

Vote for 2

Votes Received

Mark if Elected

Nancy Burton

2,760

✓

Patrick McGrath

2,589

✓

Mundelein Park & Recreation District Commissioner 2-YEAR UNEXPIRED TERM

Vote for 1

Votes Received

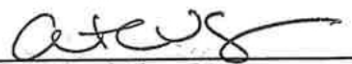
Mark if Elected

Jesse A. Ortega

3,119

✓

I further certify that the above is a true and complete **Abstract of Votes** as recorded by the Lake County Clerk's Office on **April 21, 2025**.



Anthony Vega
Lake County Clerk



**MUNDELEIN PARK &
RECREATION DISTRICT**

OATH OF OFFICE

I, Nancy Burton, do solemnly swear or affirm that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Park District Commissioner to the best of my ability.

Nancy Burton

Date: May 12, 2025



**MUNDELEIN PARK &
RECREATION DISTRICT**

OATH OF OFFICE

I, Pat McGrath, do solemnly swear or affirm that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Park District Commissioner to the best of my ability.

Pat McGrath

Date: May 12, 2025



**MUNDELEIN PARK &
RECREATION DISTRICT**

OATH OF OFFICE

I, Jesse Ortega, do solemnly swear or affirm that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Park District Commissioner to the best of my ability.

Jesse Ortega

Date: May 12, 2025



MUNDELEIN PARK &
RECREATION DISTRICT

BOARD MEMORANDUM

May 12, 2025 Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Date: May 8, 2025
Subject: Call to Order the 2025-2026 Board

Background

This meeting agenda item is an annual “best practice” which allows existing and/or new board members to set the stage for the upcoming year. Officer positions and appointments are discussed and approved after the business of the board is declared. This approach begins the process for the Board.

Analysis/Considerations

Board Secretary Salski will state: “As Board Secretary, I declare the first meeting of the 2025-2026 Business of the Board now called to order.”

Board Secretary will call the roll:

Commissioner Burton	_____
Commissioner Frasier	_____
Commissioner Knudson	_____
Commissioner McGrath	_____
Commissioner Ortega	_____

Recommendation

None.

Action and Motion Requested

None.



BOARD MEMORANDUM

May 12, 2025 Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Date: May 8, 2025
Subject: Election of Board Officers

Background

Per the Park District Code and Board Policy Manual, the Board is required to annually elect a President, Vice-President, and Treasurer. Board Officers typically remain in the position for two years per Board Policy Manual.

Current Board Officers

Bob Knudson, President
Jesse Ortega, Vice-President
Nancy Burton, Treasurer

Analysis/Considerations

For election of the Board Officer positions, the Secretary will request a motion for Commissioners be cast for the Board President, Vice-President, and Treasurer positions from 2025-2026. A Commissioner seconds the motion.

The Board Secretary will request if there are any other nominations and if so, the process is the same. Once all nominations are completed, the Board Secretary will complete the following:

- a. The Board Secretary will close the nominations with a roll call.
- b. The Board Secretary will call for a vote for each official nomination and declare the results.
- c. The Board Secretary declares that specific Commissioners have been duly elected to serve as President, Vice-President, and Treasurer of the Board of Commissioners for the Mundelein Park & Recreation District.
- d. President assumes the duty of first in command.

Recommendation

None.

Action and Motion Requested

As presented.



BOARD MEMORANDUM

May 12, 2025 Board Meeting Agenda Item

To: Board of Commissioners
From: Ron Salski, Executive Director
Date: May 8, 2025
Subject: Approve of Appointments

Background

Per Park District Code, Board Policy Manual and Administration Policy Manual, the Mundelein Park & Recreation District is required to approve the appointment of Board Secretary, SRACLC Representatives, ADA Compliance Officers, FOIA Officers, and OMA annually. Alternates are provided for back-up purposes allowing the Mundelein Park & Recreation District to maintain operations and keep advancing.

Analysis/Considerations

Mundelein Park & Recreation District positions and employee title position appointments are presented below:

Position	2025-2026 Recommended Appointments
Board Secretary	Executive Director
Alternate Board Secretary	Director of Business Services & Technology
SRACLC Representative and ADA Compliance Officer	Executive Director
Alternate SRACLC Representative & Deputy ADA Compliance Officer	Director of Recreation & Facility Services
Attorney(s)	Ancel, Glink and Laner Muchin
FOIA Officers	Executive Director; Director of Business Services & Technology; Director of Recreation & Facility Services; Executive Assistant
OMA	Executive Director; Director of Business Services & Technology; Director of Recreation & Facility Services; Executive Assistant

Recommendation

Executive Director Salski recommends approving the appointments as presented within the close of business of the board time, May 12, 2025 to May 11, 2026.

Action and Motion Requested

Move to approve the aforementioned appointments from May 12, 2025 to May 11, 2026.



BOARD MEMORANDUM

May 12, 2025 Regular Board Meeting Agenda Item

To: Board of Commissioners
From: Jon Karl, Director of Golf
Marcus Kivisto, Golf Course Superintendent
Date: May 8, 2025
Subject: Approval of Steeple Chase Golf Club – 2025 Pavement Improvements

Background

In 2021, a pavement assessment was done on all areas of district-wide asphalt pavement. Then, staff incorporated some of the expenses in the five-year capital plan presented to the Board. The assessment identified full cost of replacement for paths and parking lot expenses, but funding is limited compared to the assessment. Therefore, staff strategized to reduce the scope of replacement and focused on replacing/patching damaged sections only to meet budgetary goals.

The bid document is made up of two different paving locations:

- Base bid – Steeple Chase Golf Maintenance Driveway - paving approximately 8,200 square feet of driveway.
- Alternate A – Steeple Chase Golf Club Hole #12 – 2” paving overlay approximately 6,600 square feet.

Analysis/Considerations

In April, the District posted a bid notice for “2025 Pavement Improvements”. The District received five bids (see attached - bid tabulation). Staff budgeted \$60,000 for the project.

After evaluating the bids, Director of Golf Karl and Golf Course Superintendent Kivisto believe the best option is to accept the Base Bid, and Alternate A from TAT Enterprises Inc. The total cost of the Base Bid, and Alternate A is \$45,489.

TAT Enterprises Inc. had good references from Superintendent Foster, Schaumburg Park District, and Marengo Township Road District.

Recommendation

Staff recommends accepting the Base Bid and Alternate A from TAT Enterprises Inc. with a 15% contingency (\$6,823.35) with the anticipation that the project will still be under budget.

Action and Motion Requested

Move 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.

Steeple Chase Golf Club
2025 Pavement Improvements - Bid Tabulation

	5/1/2025 - 10:00am	Bid Bond Y/N	Base Bid - Steeple Chase Golf Maint.	Alt. A - Steeple Chase Golf Club Hole #12	Total
1	Chicagoland Paving	Y	\$ 55,000.00	\$ 12,000.00	\$ 67,000.00
2	Manevel Construction Co.	Y	\$ 76,190.00	\$ 12,650.00	\$ 88,840.00
3	TAT Enterprises Inc.	Y	\$ 35,489.00	\$ 10,000.00	\$ 45,489.00
4	Patriot Maintenance	Y	\$ 40,000.00	\$ 15,000.00	\$ 55,000.00
5	Troch McNeil Paving Co.	Y	\$ 54,865.00	\$ 16,815.00	\$ 71,680.00