MINUTES
Mundelein Park & Recreation District
Special Committee of the Whole
September 22, 2025

The Special 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 6:00 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, McINERNEY, and Executive Assistant KAUFFMAN.

Visitors: None.

Executive Director SALSKI provided updates to Ordinance No. 18-06-02 An Ordinance Adopting Tree Preservation for Mundelein Park & Recreation District, Lake County, Illinois. He said the District recently received a Morton Arboretum grant requiring updates to the existing ordinance to comply with the grant requirements. Executive Director SALSKI said the amended ordinance would be brought back at the Regular Meeting on October 13, 2025, for approval. Commissioner BURTON asked how much the District will receive from the grant and Director FOSTER said the amount was $10,000.

Executive Director SALSKI presented comments received from the public on the Diamond Lake Master Plan from the open house held on August 27, 2025, and the online feedback survey. He reviewed the efforts made by staff to reach the community including producing an information video that was shared directly to emails, through social media and the media. There was discussion regarding adding a climbing feature to the design to provide play activity for kids that would fit the natural environment theme of the site. Executive Director SALSKI announced that consultant W.B. Olson would be attending the October 27, 2025, meeting and that would be an opportunity to fine tune the design and features such as the play area and water feature. He mentioned a final Master Plan will be presented to the Board for approval by February.

Executive Director SALSKI and Director FOSTER discussed the Elevator Modernization Bid that would be presented for consideration to the Board at the Special Meeting. Executive Director SALSKI gave background information on the aging elevator in the lobby of the Mundelein Community Center. Director FOSTER said that parts were needed for maintenance and repair of the existing elevator, and the 2025 capital budget included $100,000 for the project. He said a bid notice was posted in August and additionally six elevator contractors were contacted directly for this project. The District received one bid that reflected a 6 percent increase over the amount budgeted. Director FOSTER said the parts will be ordered now but will not arrive until 2026. Discussion included that contingency funds unused from other projects in 2024 and 2025 could be available to cover the over budget costs for the elevator repairs. It was announced that the contingency fund balance would be presented at the meeting on October 27, 2025.

Executive Director SALSKI presented the Administration report including staff have been reviewing the Comprehensive Master Plan and the general revisions to the plan will be shared with the Board in November. He announced the SRACLC Foundation Annual Tree Festival on November 15th at 6 p.m. Executive Director SALSKI announced that Director BERG would be attending the Village of Mundelein Board meeting later in the evening to present for their consideration the food and beverage plan for Diamond Lake and a liquor license for use at the facility. It was expected that the Village Board would provide feedback and direction for the District moving forward. Director BERG assured the Board that if a liquor license is granted to the District, signage will be prominently displayed dictating where alcohol can be consumed on the premises and the District would maintain a controlled site.

Director KARL announced that August of 2025 was the all-time best month on record for both revenue and rounds at Steeple Chase Golf Club. He said the club is outpacing the 2024 season in all categories. He complimented the maintenance crew for keeping the course in tremendous condition going into the fall golf season.

Director FOSTER reported three major park maintenance projects ongoing including improvements to the tennis and basketball courts at Indian Trails, Hanrahan and Fairhaven parks; the new child development playground project should be complete by September 26th; and the Kracklauer bathrooms were close to opening for public use. Commissioner ORTEGA mentioned that the pickleball courts are busy at night and asked how long the lights on the courts would last. Director FOSTER said the lights are LED with expected life of 10 to 15 years. Commissioner FRASIER complimented staff on the pickleball courts and said he has noticed the popularity among the community.

Director BERG summarized that it was a successful season for the Barefoot Bay Aquatic Center. President KNUDSON acknowledged the increased attendance and Director BERG confirmed that Barefoot Bay attracted residents from nearby communities and there was an increase in non-resident membership. He also reviewed recent special events, provided program updates and efforts to increase facility rentals.

There being no further business, Commissioner ORTEGA moved to adjourn at 6:32 p.m., second by Commissioner McGRATH. A voice vote was taken with all voting yes.

Ron Salski
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Secretary

MINUTES
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Special Board Meeting
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The special meeting of the Board of Park Commissioners of the Mundelein Park & Recreation District, Mundelein, Lake County, Illinois, was called to order at 6:32 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, McINERNEY, and Executive Assistant KAUFFMAN. Director BERG left the meeting at 6:45 p.m.

Visitors: None.

President KNUDSON requested a motion to approve the minutes of the Committee meeting on September 8, 2025, and the Regular meeting on September 8, 2025. Commissioner BURTON moved to approve the minutes of the Committee meeting on September 8, 2025, and the Regular meeting on September 8, 2025, second by Commissioner ORTEGA. 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: 091225, 091425, 092225 = $397,775.28, second by Commissioner ORTEGA. President KNUDSON repeated the motion, asked if there were any questions. None were raised. A roll call vote was taken with Commissioners BURTON, ORTEGA, FRASIER, McGRATH, and President KNUDSON voting yes.

President KNUDSON announced the August financials would be presented and approved at the October 13, 2025, meeting.

President KNUDSON requested a motion to file the August Police Report. Commissioner McGRATH moved to place the August Police Report on file, second by Commissioner BURTON. President KNUDSON repeated the motion and asked if there were any questions. There were none. A voice vote was taken with all voting yes.

President KNUDSON reviewed the correspondence including a news article from the Lake County News-Sun titled *Artists Turn Out in Force for Mundelein Arts Festival*. He said he attended the event and was pleased it was well received by the community. President KNUDSON also acknowledged and congratulated Commissioner FRASIER for the mayoral proclamation from the Village of Mundelein recognizing him for his volunteer service.

President KNUDSON announced there was no Old Business for consideration.

President KNUDSON opened New Business, and he requested a motion to approve of the Deed of Gifts for the Mundelein Heritage Museum. Commissioner FRASIER moved to approve the Deed of Gifts items for the Mundelein Heritage Museum as presented, second by Commissioner ORTEGA. A roll call vote was taken with Commissioners FRASIER, ORTEGA, BURTON, McGRATH and President KNUDSON voting yes.

President KNUDSON requested a motion to approve Resolution No. 25-09-01-R. Commissioner BURTON moved to approve Resolution No. 25-09-01-R A Resolution Approving and Authorizing the Submittal of an Application for an Open Space Land Acquisition and Development (OSLAD) Grant, second by Commissioner McGRATH. President KNUDSON asked for discussion to determine what amenities would be included in the grant application and Executive Director SALSKI listed the items as a water feature, play feature, sidewalks, shoreline and fishing including the cost estimation from Gewalt Hamilton. A roll call vote was taken with Commissioners BURTON, McGRATH, FRASIER, ORTEGA and President KNUDSON voting yes.

President KNUDSON requested a motion to approve the Elevator Modernization Bid 2025. Commissioner BURTON moved to approve the bid from Colley Elevator Co. in the amount of $106,517 with a 20% contingency of $21,000 and to authorize the Executive Director, on behalf of the District, to enter into an agreement for $127,517, second by Commissioner ORTEGA. A roll call vote was taken with Commissioners BURTON, ORTEGA, FRASIER, McGRATH and President KNUDSON voting yes.

President KNUDSON asked if there was any Board Business. Commissioner BURTON thanked staff for the informative tour of facilities on September 3, 2025. President KNUDSON thanked staff for the t-shirt and bracelet commemorating Employee Appreciation Week.

President KNUDSON asked for the Staff Reports to continue from the Committee of the Whole meeting.

Director McINERNEY announced that the 2026 Budget process is continuing and the Board will receive the first draft of the budget at the November 10 board meeting. She also said the Fun & Wellness Committee provided Employee Appreciation Week activities from September 8 through the 12th. She said the IT team has migrated files to SharePoint and OneDrive and they are also planning educational events for Cybersecurity Awareness Month in October. Director McINERNEY announced the all-agency meeting will be held on November 2nd at 5 p.m.

President KNUDSON announced the staff service anniversaries for September including Kyle Berg 2 years; Melinda Agosto 5 years; Omar Vazquez 5 years; Kelsey Fuller 6 years; Elizabeth Bedolla 10 years; Deb Engdahl 24 years and Kathy Staufenbiel 29 years. Commissioner ORTEGA asked if there was a recognition for employees reaching long term employment such as 25 or 30 years and Director McINERNEY confirmed they receive a cash award and recognition certificate at the Annual Employee Recognition event.

President KNUDSON requested a motion to go into Executive Session at 6:52 p.m. Commissioner ORTEGA moved to enter into Executive Session for Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5), 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 7:05 p.m.

There being no further business, Commissioner ORTEGA moved to adjourn at 7:06 p.m., second by Commissioner FRASIER. A voice vote was taken with all voting yes.

Ron Salski

Secretary