

MINUTES
Mundelein Park & Recreation District
Special Committee of the Whole
October 27, 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, LAWRENCE, Superintendents FULLER, KOPP and Executive Assistant KAUFFMAN.

Visitors: Patrick Cronin and John Emser from W.B. Olson.

Executive Director SALSKI introduced Patrick Cronin and John Emser from W.B. Olson and reminded the Board that W.B. Olson had worked on previous District projects. He said their accurate and excellent history for managing construction projects will be beneficial for evaluating costs to renovate the Diamond Lake Recreation Center. John Emser presented the budget estimate including two pricing options for the Diamond Lake event space and amphitheater. Option A presented included renovation of the existing structure for \$6,900,000 and Option B included complete demolition and new construction of the existing building for \$9,100,000. Executive Director SALSKI commented the type of amphitheater presented by Gewalt Hamilton is different than the amphitheater presented in the W.B. Olson design. Commissioner ORTEGA asked if the renovation included a commercial kitchen and Director BERG replied it does not. Commissioner BURTON asked about the price for the elevator and John Emser said it was approximately \$150,000 to \$200,000. Discussion included omitting the amphitheater and expanding the footprint of the recreation center. Commissioner McGRATH asked if expansion of the building could be done in the future and John Emser confirmed that it could be done later. President KNUDSON asked if cosmetic improvements could be done first to make the building more functional and John Emser said that could be done keeping in mind that once a renovation begins problems can be found with the existing structure. Executive Director SALSKI asked for feedback and comments from the Board as staff would like to move forward and narrow down the options. There was consensus that \$10 million is a high price and risks overdoing the project and the site. John Emser said the prices presented were for 2026 construction and there would be an additional 4.5% price increase for inflation per year delayed starting the project. Commissioners asked for information on phased work on the project and confirmed another option should be included as the three phases for the project. The Board recommended an Option C that would keep the building "as is," with improvements and bringing up to code and laws such as bathrooms, painting, flooring, hvac, access to outdoor space, utilities, plumbing and catering kitchen. Alternates were discussed such as roof, courtyard, and/or structure like DynaDome or restaurants i.e. Boston Fish Market, City of Chicago or Aurora for programming and/or community/private event space due to the constraints in the existing building.

Patrick Cronin and John Emser left the meeting at 6:47 p.m.

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Executive Director SALSKI presented the proposed 2026 capital expenses and funding plan, professional services, capital equipment and improvements. Director McINERNEY gave an overview of costs for each item and the funding source. She described uses for the rollover bond and Executive Director asked for consensus for purposes of creating the 2026 budget of using those funds for Barefoot Bay. Director BERG described significant repairs needed to the slides at Barefoot Bay and the vertical turbine pumps prior to opening in 2026. Director McInerney mentioned there was \$190,000 allocated for the 2026 Rollover Bond for Board Members to determine how best to expend. Board Members agreed with the approach. Executive Director SALSKI said he would discuss the process of selling the wetland credits next year with the Board. Director McINERNEY pointed out that new this year is a contingency reserved for unplanned and emergency repairs. She also reviewed the list of projects that are being delayed beyond 2026 to future years and in summarizing the fund balance she mentioned the goal to end 2026 with a projected \$728,052.72 balance. Executive Director SALSKI concluded that the alternate revenue bonds for Steeple Chase would be on an upcoming agenda for consideration.

There being no further business, Commissioner McGRATH moved to adjourn at 7:27 p.m., second by Commissioner ORTEGA. A voice vote was taken with all voting yes.



Secretary

MINUTES
Mundelein Park & Recreation District
Regular Board Meeting
October 27, 2025

The regular 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.

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

Staff present: Executive Director SALSKE, Directors BERG, FOSTER, KARL, McINERNEY, LAWRENCE, Superintendents FULLER, KOPP and Executive Assistant KAUFFMAN.

Visitors: None.

President KNUDSON requested a motion to approve the minutes of the Committee meeting on October 13, 2025, and the Regular meeting on October 13, 2025. Commissioner ORTEGA moved to approve the minutes of the Committee meeting on October 13, 2025, and the Regular meeting on October 13, 2025, second by Commissioner McGRATH. 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 FRASIER moved to approve Warrants: 101925, 102425, 102725 = \$845,736.56, second by Commissioner BURTON. President KNUDSON repeated the motion, asked if there were any questions. None were raised. A roll call vote was taken with Commissioners FRASIER, BURTON, McGRATH, ORTEGA and President KNUDSON voting yes.

President KNUDSON requested a motion to approve the September financials. Commissioner McGRATH moved to approve the September financials as presented, second by Commissioner FRASIER. President KNUDSON repeated the motion, asked if there was any discussion. There was none. A roll call vote was taken with Commissioners McGRATH, FRASIER, BURTON, ORTEGA and President KNUDSON voting yes.

President KNUDSON requested a motion to file the September Police Report. Commissioner ORTEGA moved to place the September 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.

There was no correspondence.

President KNUDSON announced the continuation of discussion from the Committee of the Whole meeting under Old Business.

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Directors BERG and KARL presented the proposed fees for 2026 for the Department of Recreation & Facilities and the Steeple Chase Golf Club noting that the planned fees have gone through several phases of discussion during the budgeting process. The Department of Recreation & Facilities proposed fees would have a positive impact on revenue of \$50,000 and Steeple Chase Golf Club would have a positive impact of \$134,000. Commissioner BURTON asked if the fees are paid upfront for the children attending the Learning Center and Director BERG answered families do not pay upfront. Commissioner McGRATH asked if the District has a consistent senior age across all facilities and Executive Director SALSKI said the senior rate at Steeple Chase would increase to 59 in 2026 and to 62 years old by 2027 making the senior age consistent throughout the District. Director KARL explained the increase in golf round rate to include the tax and end with an even dollar amount. Commissioner BURTON asked if it was anticipated that the increase for 2027 would be \$7 per round and Director KARL said he thought it would be closer to \$2 or \$3 per round. Executive Director SALSKI stated it would be up for significant evaluation and discussion and make increase more than \$2 or \$3. Commissioner ORTEGA asked if consideration was given to collecting the fee to process credit card transactions and Executive Director SALSKI said that it was part of staff discussion for the budget and it will not be in the 2026 budget. However, he said it would be an initiative to research and report back to the Board in the first quarter and if advantageous, it could be implemented by the summer.

Superintendents FULLER and KOPP left the meeting at 7:44 p.m.

Director McINERNEY discussed the proposed 2025 Tax Levy and announced the CPI is 2.9% with the CPI impact to be \$140,835. She reviewed the rising costs for supplies, equipment, health insurance and minimum wage. She noted the District will only receive what is legally allowed through the tax levy. She announced the tax levy hearing will be held on November 24 at 6:45 p.m. Executive Director SALSKI confirmed the Tax Levy will be displayed on the front page of the website and the hearing notice will be printed in the Daily Herald newspaper.

Executive Director SALSKI presented proposed guidelines for contingency percentages for projects to end the inconsistent and varying ranges currently used. Discussion included projects with unknowns below the surface such as drainage and these projects that would include a 20% contingency as compared to a major renovation that might have a 30% contingency. Executive Director SALSKI stressed that these are just guidelines, and he would be required by policy to come to the Board for any increases.

President KNUDSON opened New Business, and he requested a motion to approve Ordinance No 25-10-01-O An Ordinance Regulating the Use of Autocycles, Off-Highway Vehicle, All Terrain Vehicle, And Low-Speed Gas Bicycle. Commissioner ORTEGA moved to approve Ordinance No 25-10-01-O An Ordinance Regulating the Use of Autocycles, Off-Highway Vehicle, All Terrain Vehicle, And Low-Speed Gas Bicycle, second by Commissioner BURTON. Executive Director SALSKI said the District has been receiving resident complaints about the use of mini-bikes and trail bikes and this ordinance includes language that these types of vehicles would not be allowed on park district property. He said the inclusive language approved by our attorney covers many types of bikes and satisfies PDRMA's requirements for liability. A roll call vote was taken with Commissioners ORTEGA, BURTON, FRASIER, McGRATH and President KNUDSON voting yes.

President KNUDSON requested a motion to approve the Tree Preservation Ordinance. Commissioner BURTON moved to approve Ordinance 25-10-02-O An Ordinance Adopting Tree Preservation for Mundelein Park District, Lake County, Illinois, second by Commissioner McGRATH. Executive Director SALSKI said staff worked with Morton Arboretum to adopt language to update the current tree preservation ordinance to comply with the grant requirements. A roll call vote was taken with Commissioners BURTON, McGRATH, FRASIER, ORTEGA and President KNUDSON voting yes.

President KNUDSON requested a motion to approve an ordinance regulating use of micromobility devices. Commissioner BURTON moved to approve Ordinance No. 25-10-03-O An Ordinance Regulating the Use of Micromobility Devices, second by Commissioner ORTEGA. Executive Director SALSKI said that after discussion with Mundelein Police Chief Seeley it was recommended to update Ordinance No. 24-10-02-O to align the policy to match the state definition of Class 2 and Class 3 e-bikes. 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 the administrative policy for legal bidding. Commissioner BURTON moved to approve the amendment as provided in the memorandum to the Legal Bidding Section 6.14, second by Commissioner McGRATH. Executive Director SALSKI explained there was recently an update to the Illinois Park District Code modifying thresholds for competitive bidding involving an expenditure more than \$60,000 for supplies or materials and \$30,000 for work, or a lower amount for any contract for supplies, materials or work. The amendment proposed and under consideration updates the district policy to reflect the change to the law. 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 the administrative policy for the purchase requisition system. Commissioner ORTEGA moved to approve the amendment as provided in the memorandum to the Purchase Requisition System 6.13, second by Commissioner BURTON. Executive Director said he recommended an amendment for consistency and alignment with Administration Policy No. 6.14. He said it is a strong internal control and requires the Executive Director to obtain approval by the Board of Commissioners for any purchase of supplies or materials between \$30,000 and \$59,999. A roll call vote was taken with Commissioners ORTEGA, BURTON, FRASIER, McGRATH and President KNUDSON voting yes.

President KNUDSON requested a motion to approve of the 2026 full and part-time wage ranges. Commissioner BURTON moved to approve the 2026 full and part-time wage ranges as presented, second by Commissioner McGRATH. Executive Director said this was reviewed at a prior Committee of the Whole meeting. A roll call vote was taken with Commissioners BURTON, McGRATH, 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.

Executive Director SALSKI said the draft budget would be reviewed at the November 10, 2025, meeting, as well as the draft meeting calendar for 2026.

Director KARL said the Steeple Chase Golf Club surpassed the 2024-year end revenue on October 26. He said they are transitioning to the off-season and putting efforts now into growing the simulator business.

Director FOSTER said that in addition to the items in his written report, the recent surplus auction posted a profit of \$24,000 for the District. He mentioned an Eagle Scout project resulted in 13 small trees planted in the District in one day. He congratulated Alex Knop.

Director BERG reported that he had a conversation with the visitor from the prior meeting and followed up specific information about use of the open gym and the policies for that use. He also mentioned the District is working with Mundelein High School to possibly provide facilities for school use while the school undergoes improvements. He said the District has partnered with the high school for a new feeder basketball program with coaches from the high school. He recapped the recent Boo Bash special event with over 2,000 individuals in attendance, and he previewed a new upcoming silent night sensory program to meet with Santa at Kracklauer Park.

Director McINERNEY announced that the 2026 Budget process is going well and a balanced budget will be presented in November. She reviewed Human Resources, IT and Risk Management programs ongoing in the District.

Director LAWRENCE reviewed the quarterly activities of the marketing department and reported on programs that benefited from Meta Paid Ads. She gave an update on Mundy Lion appearances and the sponsorship revenue collected.

President KNUDSON announced the staff service anniversaries for October including Jonathan Lopez 1 year, and Casey Vega 1 year.

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There being no further business, Commissioner FRASIER moved to adjourn at 8:35 p.m., second by Commissioner McGRATH. A voice vote was taken with all voting yes.

A handwritten signature in cursive script, appearing to read "Ron Salshe", written in dark ink.

Secretary