

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, DECEMBER 14, 2015 AT 7:30 P.M. AT THE
MUNDELEIN COMMUNITY CENTER ADMINISTRATION OFFICES,
1401 NORTH MIDLOTHIAN ROAD, MUNDELEIN, ILLINOIS**

The regular scheduled meeting of the Board of Park Commissioners of the Mundelein Park and 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 the secretary to call the roll. Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA were present. Staff present included Executive Director RESNICK.

Commissioner DOLAN moved to approve the minutes of the Public Hearing, Committee Meeting, and Regular Meeting minutes from November 23, 2015, second by Commissioner ORTEGA. President KNUDSON repeated the motion and asked if there were any corrections or additions and none were made. A voice vote was taken with all voting yes.

Commissioner FRASIER moved to approve Warrants 112515, 120315, 120415, 120915 and 121415 in the amount of \$331,713.84 second by Commissioner DOLAN. President KNUDSON repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, DOLAN, McGRATH, ORTEGA and KNUDSON voting yes.

Commissioner DOLAN moved to approve Warrant 121515 in the amount of \$118.50, second by Commissioner FRASIER. President KNUDSON repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners DOLAN, FRASIER, ORTEGA and KNUDSON voting yes. Commissioner McGRATH recused himself

President KNUDSON shared the letter from IAPD regarding the Legislator of the Year Award going to State Representative Carol Sente. He also mentioned the complimentary email received from Lilly Jane, a Park View member.

President KNUDSON said staff is recommending a part time Sponsorship Coordinator position and had drafted a job description and pay range. Commissioner McGRATH moved to approve the Sponsorship Coordinator job description with one change and the pay range of \$18.00-22.00 per hour plus 10% commission recommended by staff, second by Commissioner ORTEGA. President KNUDSON repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners McGRATH, ORTEGA, DOLAN, FRASIER and KNUDSON voting yes.

President KNUDSON presented the 2015 Tax Levy for approval. Commissioner FRASIER moved to approve Ordinance 15-12-01 Tax Levy as prepared by staff, second by Commissioner ORTEGA. President KNUDSON repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, ORTEGA, DOLAN, McGRATH and KNUDSON voting yes.

President KNUDSON said a lease for a new copier was submitted and reviewed by staff and the District's attorney. Commissioner ORTEGA moved to approve a 39 month copier lease at a cost of \$338.43 per month with Toshiba Business Solutions, second by Commissioner DOLAN. President KNUDSON repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners ORTEGA, DOLAN, FRASIER, McGRATH and KNUDSON voting yes.

President KNUDSON reviewed an Intergovernmental Agreement with Mundelein High School to offer wellness programs at the High School to be lead by Park District staff. Commissioner McGRATH moved to approve the Intergovernmental Agreement with Mundelein High School for wellness programs, second by Commissioner DOLAN. President KNUDSON repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners McGRATH, DOLAN, FRASIER, ORTEGA and KNUDSON voting yes.

President KNUDSON announced two treadmills had been taken out of service at Park View last year and could be sold at auction. Commissioner FRASIER moved to declare two LifeFitness HR9500 Treadmills as surplus equipment and available for sale via auction, second by Commissioner ORTEGA. President KNUDSON repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, ORTEGA, DOLAN, McGRATH and KNUDSON voting yes.

President KNUDSON announced service anniversaries: Nerissa Brueckbauer, 2 years; and Mike Gerton, 1 year.

Under Visitors, resident Ron Greenberg asked if the District had written a letter for support for the LWCF, Land Water Conservation Fund. Executive Director RESNICK said no letter had been sent. President KNUDSON asked Executive Director RESNICK to send these letters to our federal congressmen and senators.

There being no further business, Commissioners ORTEGA moved to adjourn at 7:37 p.m., second by Commissioner McGRATH. The motion was unanimously approved.

Mundelein Park & Recreation District
Committee of the Whole
December 14, 2015

The Committee of the Whole meeting of the Board of Park Commissioners of the Mundelein Park and Recreation District was called to order at 7:00 p.m. by President KNUDSON.

Present were Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA. Staff present included Executive Director RESNICK.

Executive Director RESNICK reviewed the proposed job description for the Sponsorship Coordinator position. Commissioner DOLAN expressed concern over the qualifications for a part time position. He suggested changing required to preferred for the education and/or experience necessary. Commissioner ORTEGA asked about the person writing grants as stated in the job description. Executive Director RESNICK said she did not feel this would happen in the first year, but felt it should be left in the job description. The Board discussed the pay rate and thought any grant awards should be structured differently than sponsorships.

The Board was updated that a Truth in Taxation Hearing for the Levy would be held. This was not required but the District preferred to give the public ample notice on the levy process.

Regarding the proposed copier lease, Commissioner ORTEGA asked if the District did not use the number of copies specified in the lease, would a credit be given. Executive Director RESNICK said she did not believe so, but would check.

The Board reviewed the intergovernmental agreement with Mundelein High School for wellness programs. It was noted that the agreement was very lengthy for only two classes.

The tax objection settlement for the special recreation fund will be shown through lower revenue in 2016. The Board was given updated budget sheets.

Executive Director RESNICK updated the Board on a meeting held with Village staff regarding their offer of property on Walnut Street for a park. Park District staff shared a proposed layout and informed the Village the need for the entire parcel. Village staff said at this time they could not dedicate the entire parcel for a park.

The Committee Meeting was suspended at 7:15 p.m.

The Committee Meeting reconvened at 7:18 p.m.

The District was once again given the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association. The Board congratulated staff.

The 2016 Board Meeting dates and District holidays were shared. Commissioner ORTEGA asked if the District would be open December 23 and 26 as there was no meeting listed for December 26. RESNICK said the building would be open, but not the offices.

An article on the government consolidation task force was shared with the Board. Commissioner FRASIER mentioned that because the Village and Park District's boundaries are not coterminous, consolidation would not be easy to accomplish.

The Committee meeting adjourned at 7:30 p.m.

Secretary