

Mundelein Park & Recreation District  
Committee of the Whole  
April 25, 2016

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, Superintendent of Recreation KIPP, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Parks SOLBERG and Business Manager MILLER.

Executive Director RESNICK said the District's fishing regulations do not match the Illinois Department of Natural Resources. She recommended changing them to be the same as the IDNR. Commissioner FRASIER suggested the District's regulations would be simpler and would not need updated if it just said the District's regulations were the same as the IDNR. Executive Director RESNICK will check with the District's attorney to verify this is sufficient.

Staff updated the Board on the District's need to increase bandwidth to accommodate the new recreation software. President KNUDSON said that 10mg did not seem very large. Business Manager MILLER said the purpose was to get the District a dedicated line and off the "public" internet.

Executive Director RESNICK informed the Board the current firewall needed to be replaced and the District's IT Consultant has recommended a Sophos firewall. This equipment is budgeted and there is a three year contract for maintenance.

In addition to the Sophos firewall, the IT Consultant is recommending the District change from McAfee and Esset for spam and anti-virus protection to the Sophos Cloud Endpoint services. This is less expensive, however, the District already pre-paid three years of McAfee and Esset services. If the District is given a refund, staff is recommending switching. Commissioner ORTEGA asked if there are others using the Sophos equipment with McAfee and Esset. Executive Director RESNICK said she did not know, but would check with the consultant.

The Board discussed appointing Rita Kipp as the SRACLC alternate Board member.

PDRMA has requested that the District adopt a policy that requires an environmental review prior to the purchase of any property. The policy drafted by PDRMA was reviewed by the District's attorney.

Bids for fall zone material were reviewed as well as suggested changes to part time wages.

The Board was reminded the annual meeting is the first meeting in May and the Audit will be approved the second meeting in May.

The Committee meeting adjourned at 7:19 p.m.

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Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF  
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS  
HELD MONDAY, APRIL 25, 2016 AT 7:30 P.M. AT THE  
MUNDELEIN COMMUNITY CENTER ADMINISTRATION OFFICES,  
1401 NORTH MIDLOTHIAN ROAD, MUNDELEIN, ILLINOIS**

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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, Superintendent of Recreation KIPP, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Parks SOLBERG and Business Manager MILLER.

Commissioner DOLAN moved to approve the minutes of the Committee Meeting and Regular Meeting from April 11, 2016, 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 041516, 041916, 042216 and 042516 in the amount of \$284,739.93, second by Commissioner McGRATH. 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, McGRATH, DOLAN, ORTEGA and KNUDSON voting yes.

Commissioner DOLAN moved to place the March financials on file, 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, McGRATH, ORTEGA and KNUDSON voting yes.

President KNUDSON said the District's ordinance regarding catching and keeping fish on Diamond Lake was not the same as the Illinois Department of Natural Resources. Commissioner McGRATH moved to temporarily change the District's Ordinance 5.31 and to check with the attorney about changing the wording to indicate the ordinance is the same as the Illinois Department of Natural Resources regulation, 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 said staff was recommending changing the internet service provider at the Community Center to accommodate additional bandwidth needed for the new recreation software.

Commissioner DOLAN moved to approve a three year contract with ACC Business for internet services at Mundelein Community Center, 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, McGRATH, ORTEGA and KNUSON voting yes

President KNUDSON said a new firewall was needed to protect the District's network. Equipment being recommended was budgeted. Commissioner FRASIER moved to purchase a Sophos SG210 Firewall and a three year subscription for network and web protection services, second by Commissioner McGRATH. 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, McGRATH, DOLAN, ORTEGA and KNUSON voting yes.

President KNUDSON stated staff would like to change Spam and Anti-Virus providers to the more compatible Sophos Endpoint Cloud Services. A change would be contingent on receiving a refund from McAfee and Esset. Commissioner McGRATH moved to approve a three year contract with Sophos for Endpoint Cloud Services, contingent upon a refund from McAfee and Esset that would be equal to or greater than the cost of the new contract, second by 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.

Since Barbara Daudelin retired last year, there has been no alternate for the District on the SRACLC Board. Commissioner ORTEGA moved to appoint Superintendent of Recreation Rita Kipp as alternate for the SRACLC Board, second by Commissioner McGRATH. President KNUDSON repeated the motion and asked if there were any questions and none were raised. A voice vote was taken with all voting yes.

President KNUDSON shared a policy drafted by PDRMA and reviewed by the District's attorney that requires the District to have an environmental review conducted prior to the purchase of any property. Commissioner DOLAN moved to approve the Land Acquisition Environmental Review Policy, 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 DOLAN, ORTEGA, FRASIER, McGRATH and KNUDSON voting yes.

The Board reviewed the three bids received for fall zone material. Commissioner FRASIER asked if local companies were contacted as he did not see a local provider he thought would have mulch. Superintendent of Parks SOLBERG said fall zone material was different than landscape mulch.

Commissioner FRASIER moved to award a contract in the amount of \$13,878.00 to Clean Cut Tree Services for the purchase of fall zone material at Clearbrook, Community, Indian Trails, Lakewood, Leathers, Lincoln, Memorial and Noll Parks, second by Commissioner McGRATH. 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, McGRATH, DOLAN, ORTEGA and KNUSON voting yes

President KNUDSON said staff had reviewed part time ranges and recommended adjustments to several positions. Commissioner DOLAN moved to adjust part time wage ranges as

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 DOLAN, ORTEGA, FRASIER McGRATH and KNUDSON voting yes.

President KNUDSON reminded the Board that the next meeting on May 9<sup>th</sup> would be the annual meeting and Board officer elections would be held.

Commissioner FRASIER shared the IAPD Leadership Institution materials with the other Board members and said he would be registering for some of the sessions.

## Staff Reports

### ***Golf***

President KNUDSON commented on the popularity of the new hitting area. Commissioner DOLAN asked how the Scramble went this past weekend. Golf Operations Manager BROLLEY said it was full with 16 teams and went very well. Commissioner DOLAN asked if the aeration was completed the previous night. Golf Course Superintendent DORUFF said it was. Commissioner DOLAN asked if tonight's rain was good or bad so soon after the aeration. Golf Course Superintendent DORUFF said it was perfect. President KNUDSON asked about the geese chasing service. Golf Course Superintendent DORUFF said it seemed to be working as staff had less goose droppings to clean up. Commissioner DOLAN asked if the birds that were not bothersome were able to stay or were they also chased away. Golf Course Superintendent DORUFF said the dogs only focus on the geese. President KNUDSON asked about the sand pros being purchased. Golf Course Superintendent DORUFF said they have a different brush on the back.

### ***Parks***

Commissioner DOLAN asked about the leak in the lazy river. Superintendent of Parks SOLBERG said the leak was located today and would be fixed as soon as tomorrow. After the pipe is repaired, staff will repair the sidewalk and ground area.

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Commissioner ORTEGA asked if there was a timeline and was it possible for the expense to be covered by insurance. Superintendent of Parks SOLBERG said he did not have a timeline yet and that insurance would most likely not cover the break.

### ***Recreation***

President KNUDSON asked if it was typical to have so many new dance instructors. Superintendent of Recreation KIPP said no, it was just a coincident that four long tenured instructors are leaving. Commissioner DOLAN suggested the District hold some events this summer that tie in with the Olympic Games. Superintendent of Recreation KIPP said we do have activities at Day Camp and Barefoot Bay and will look into additional opportunities, possibly at the Community Picnic. President KNUDSON mentioned seeing the Barefoot Bay Groupon promotion. He asked if this was the same offer as last year. Superintendent of Recreation KIPP said it was. Commissioner FRASIER mentioned the strong pre-season pass sales for Barefoot Bay. Commissioner DOLAN asked why fitness memberships were being restructured. Superintendent of Recreation KIPP said the current offerings were too complex.

***Business Services***

President KNUDSON asked how often staff had lunch time walks. Business Manager MILLER said there is a monthly wellness event. Commissioner DOLAN asked that the Board be made aware of any accidents that are significant or may be brought to a Board members attention by a member of the public.

Commissioner FRASIER moved to adjourn to Executive Session for the purpose of Real Estate and Personnel at 7:55 p.m., second by Commissioner McGRATH. A roll call vote was taken with Commissioners FRASIER, McGRATH, DOLAN, ORTEGA and KNUDSON voting yes.

The Regular Board meeting reconvened at 8:07 p.m.

There being no further business, Commissioner ORTEGA moved to adjourn at 8:07 p.m., second by Commissioner McGRATH. The motion was unanimously approved.

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Secretary