

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, MAY 9, 2016 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 Committee Meeting, Regular Meeting and Executive Session minutes from April 25, 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 042616, 050416, 050616 and 050916 in the amount of \$247,124.66, 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.

President KNUDSON said staff had PDRMA draft an Ethics Policy for the Personnel Policy Manual and it was reviewed by the District's attorney. Commissioner ORTEGA moved to approve the Ethics Policy as amended and include it in the District's Personnel Policy Manual, second by Commissioner DOLAN. 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 informed the Board he had met with the Executive Director and shared her performance evaluation that was completed by the Board. Commissioner FRASIER moved to approve a 5% merit increase for the Executive Director, 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.

The bids for the Memorial Park Court Resurfacing were reviewed by the Board. Commissioner DOLAN moved to award a contract to Chicagoland Paving in the amount of \$98,900 for the base bid and alternate #4 for the resurfacing of the tennis and basketball courts at Memorial Park, 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 DOLAN, McGRATH, FRASIER, ORTEGA and KNUDSON voting yes.

The bids for the HVAC units at the Community Center were reviewed by the Board. Commissioner FRASIER moved to accept the bid from Cahill Heating and Air in the amount of \$29,750 for the replacement of two HVAC units at the Community Center, 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.

The bids for the replacement of the roof at the indoor pool were reviewed by the Board. Commissioner McGRATH moved to award a contract to All American Exterior Solutions in an amount not to exceed \$40,000 for the replacement of the roof at the indoor pool, 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 stated this was the Board Annual Meeting and it was necessary to elect officers for the year. Commissioners FRASIER moved to retain all officers until May 8, 2017, second by Commissioner McGRATH. President KNUDSON asked if there were any questions and none were raised. A voice vote was taken with all voting yes.

Commissioner DOLAN moved to adjourn to Executive Session for the purpose of Personnel and Real Estate at 7:34 p.m., second by Commissioner McGRATH. A roll call vote was taken with Commissioners DOLAN, McGRATH, FRASIER, ORTEGA and KNUDSON voting yes.

The Regular Meeting reconvened at 8:51 p.m.

There being no further business, Commissioner ORTEGA moved to adjourn at 8:51 p.m., second by Commissioner McGRATH. The motion was unanimously approved.

Secretary

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 said the District has an Ethics Ordinance but that this had never been adapted to a policy for the Personnel Policy Manual. There was an error in the policy presented to the Board. "And Commissioners" in the second sentence should be removed.

President KNUDSON said he met with Executive Director RESNICK about her review and the Board consensus was to approve a 5% merit increase.

The Bids submitted for the Memorial Park Court Resurfacing, Community Center HVAC Unit Replacements and Indoor Pool Roof Replacement were reviewed. The low bid was recommended in each project. Commissioner FRASIER asked why there was only one bid for the roof project. Executive Director RESNICK said she did not know why, but the company that bid was the same company that completed the Community Center roof replacement.

The Board was reminded that this would be the Annual Meeting and Board Officers should be elected.

Executive Director RESNICK informed the Board that the State Treasurer's office made an error in calculation of the Personal Property Replacement Tax over the past two years and had distributed \$168 million more than appropriate. The Mundelein Park District was overpaid by \$10,470.05. The State did not yet know how these funds would be returned to the State, but most likely they would withhold future distributions.

A TIF Board meeting will be held at 6:00 p.m. on May 18th at the Village Hall. Executive Director RESNICK asked if a Board member could attend as she has a conflict. Commissioner DOLAN agreed to attend.

The Board was informed of a recent property tax assessment appeal.

In 2009 the Park District annexed 37 parcels and de-annexed them the following year since the annexation was done improperly. At that time, the property owners were issued a refund for all property taxes paid to the District for the one year. This year the Lake County Clerk's office added the District's bond payment to these property owners. This should not have been done, but the County is unable to correct the bills. Each of the property owners was sent a letter by the Park District informing them of the error and instructing them to bring in their proof of payment for the tax bill to be reimbursed by the Park District for the portion paid to us.

The Strategic Plan draft was reviewed. Commissioner ORTEGA asked if a Capital Plan could be developed with potential timelines for the capital priorities. Commissioner FRASIER suggested the District research bonding ability to complete the Chalet project since the State has verified if the PARC grant funds are appropriated, starting the project early will not jeopardize the grant.

Regarding the possibility of redesigning the logo, Commissioner DOLAN asked the purpose. Executive Director RESNICK said the current logo is dated, does not translate well to printed pieces and does not express the mission of the District. Commissioner FRASIER said that spending money on something that does not have a measureable impact is not a good idea at this time.

The Board was told of the dates for the SRACLC Golf Outing and the NRPA Congress.

The March Police report was shared with the Board.

President KNUDSON requested an Executive Session to discuss Personnel and Real Estate.

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

Secretary