

Mundelein Park & Recreation District
Committee of the Whole
November 14, 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.

Executive Director RESNICK reviewed the Travel Reimbursement Policy. She stated that the District already has a similar policy, but a new State law requires specific wording and the policy must be passed via an Ordinance or Resolution. Once passed, the Policy will be included in the Administrative Manual and Personnel Policy Manual.

The proposed 2017 Budget was discussed in the Budget Hearing prior to the Committee of the Whole Meeting and once approved in draft form will be available for public viewing. The Board will not take formal action on the Budget until the January 9, 2017 meeting.

With the departure of Barb Daudelin and the reduction of hours for Amy Eiserman, the District needs an additional FOIA Officer. Human Resource Manager Anthony Nitti has taken the FOIA Training through the Attorney General's Office and Executive Director Resnick continues to take this training annually. It was recommended these two be appointed FOIA Officers for the District.

With the changes in the Fair Labor Standards Act taking effect December 1, 2016, two full time positions need to be reclassified from Exempt to Non-Exempt. Additionally, one job description was outdated and changes suggested.

The Board was reminded the youth sports affiliates would be at the Board meeting sharing updates on their organizations.

The 2016 Levy Estimate was reviewed. Executive Director RESNICK said the Social Security levy will be lowered by \$100,000 as we have a fund balance that should not grow any larger. These funds will be moved to the Corporate levy.

An updated organization chart was reviewed by the Board. Commissioners DOLAN and ORTEGA pointed out that lines between two Recreation Supervisors and the Parkman were confusing.

Executive Director RESNICK congratulated Superintendent of Business Services & Technology MILLER on the District once again receiving the Certificate of Excellence in Financial Reporting from the GFOA.

The Committee meeting adjourned at 7:22 p.m.

Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, NOVEMBER 14, 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 ORTEGA moved to approve the minutes of the Executive Session Meeting, Committee Meeting and Regular Meeting minutes from October 24, 2016, second by Commissioner McGRATH. 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 102616, 110416, 110816 and 111416 in the amount of \$408,206.54, 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, ORTEGA, McGRATH and KNUDSON voting yes.

President KNUDSON said a letter was received regarding the condition of the path at Indian Trails Park. Commissioner DOLAN said he lives near this park and agreed it needs some repairs. Staff had received two price quotes and are hoping to get the repair done this year, but due to weather, it may have to wait until the spring.

Commissioner DOLAN moved to approve Ordinance 16-11-01 Re: Travel Reimbursement 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.

Commissioner FRASIER moved to approve the 2017 Draft Budget and make it available for public viewing, 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.

Commissioner McGRATH moved to appoint Executive Director Margaret Resnick and Human Resource Manager Anthony Nitti as the District's FOIA Officers, second by Commissioner FRASIER. 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.

Commissioner DOLAN moved to approve updated job descriptions for Recreation Supervisor III-Early Childhood/Dance, Recreation Supervisor II-Adult, and Pro Shop Manager, second by Commissioner ORTEGA. 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.

Under Board Business, Commissioner FRASIER said he had a copy of IAPD's research and would share with the Executive Director if anyone was interested. Commissioner DOLAN said he had results from IAPD's education session evaluations.

President KNUDSON welcomed the youth sport affiliates.

Jeff Sydanmaa of Mundelein Baseball Softball Association (MBSA) shared a report on their participation, budget and capital projects. Overall, MBSA had a great year with their travel teams doing very well in the playoffs and two softball teams placing in the top 10 at nationals.

Commissioner DOLAN asked about the increase in travel teams. Mr. Sydanmaa said tryouts were this past August, so they have a solid participations number already for the spring. President KNUDSON commented on the increase in revenue. Mr. Sydanmaa said this was due to a \$19,000 donation and increased participation. Commissioner McGRATH said the softball participation was great to see as it seemed to be a large increase. He suggested MBSA reach out to Park District staff regarding the field drainage issues. President KNUDSON said overall, MBSA has a very good reputation in the area. Commissioner DOLAN asked if there was anything more the Park District could do to help MBSA. Mr. Sydanmaa said the Park District has been very supportive and Assistant Superintendent of Recreation Scott Schleiden was very helpful.

Mark Gillespie of Mundelein American Youth Soccer Organization (AYSO) explained they are in the middle of their fiscal year, but that enrollment was about the same as the past three years. He said they are beginning to draw a little more from outside Mundelein, but was not sure as to why. He said AYSO still plays some games at the Libertyville Township Soccer Complex and pays \$13,000 for this. They also spent \$10,000 this past year on player development, bringing in two Chicago Fire players to work with participants. In 2017 they plan on adding another field to the Diamond Lake Sports Complex. This past year they were a pilot program for "Toddler Playground" which is for 3 and 4 year olds.

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They were one of only seven regions in the Country. The program was successful and will be offered again next year. President KNUDSON asked if soccer participation was trending up or down. Mr. Gillespie said it is going up, but there are so many different organizations offering leagues. Commissioner McGRATH asked if they planned to transition away from use of the Libertyville Township fields. Mr. Gillespie said they have reduced their amount of play but that some Board members felt they should continue to use those fields as AYSO was one of the founding organizations there. Mr. Gillespie thanked Assistant Superintendent of Recreation Scott Schleiden and Superintendent of Buildings & Grounds Derek Solberg for their support.

There being no further business, Commissioner ORTEGA moved to adjourn at 8:00 p.m., second by Commissioner McGRATH. The motion was unanimously approved.

Secretary