

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, OCTOBER 24, 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, KNUDSON, McGRATH and ORTEGA were present. Commissioner FRASIER was absent at the start of the meeting, arriving at 7:33 p.m. Staff present included Executive Director RESNICK, Superintendent of Recreation KIPP, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG and Superintendent of Business Services & Technology MILLER.

Commissioner McGRATH moved to approve the minutes of the Committee Meeting, Regular Meeting and Executive Session Meeting of October 10, 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 DOLAN moved to approve Warrants 101116, 101316, 101816, 102116 and 102416 in the amount of \$318,269.79, 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, McGRATH and KNUDSON voting yes.

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

President KNUDSON said staff was recommending the Park District remain with PDMRA for employee health care coverage. Commissioner DOLAN moved to approve a three year contract with PDRMA for health care coverage, 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, ORTEGA and KNUDSON voting yes.

President KNUDSON said a delegate needed to be chosen for IAPD's Annual Meeting. Commissioner DOLAN moved to appoint Commissioner FRASIER as delegate, 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, ORTEGA and KNUDSON voting yes.

President KNUDSON introduced an intergovernmental agreement with the Village of Mundelein, School District 75, School District 120, Fremont Library District and the Mundelein Park & Recreation District. The IGA calls for the sharing of TIF funds in a newly formed TIF District. Commissioner ORTEGA moved to approve the IGA, second by Commissioner McGRATH. President KNUDSON repeated the motion and asked if there were any questions and none were raised. A roll vote was taken with Commissioners ORTEGA, McGRATH, DOLAN, FRASIER and KNUDSON voting yes.

President KNUDSON reviewed the bids received for the Steambank Stabilization project in Community Park. Commissioner FRASIER moved to approve a contract in the amount of \$79,589.50 with Nettle Creek Nursery pending approval by Lake County Stormwater Management Commission, second by Commissioner DOLAN. President KNUDSON repeated the motion and asked if there were any questions and none were raised. A roll vote was taken with Commissioners FRASIER, DOLAN, McGRATH, ORTEGA and KNUDSON voting yes.

President KNUDSON reviewed the list of equipment that staff recommended for sale or disposal. Commissioner ORTEGA moved to declare the following equipment as surplus and available for sale or disposal: 1999 John Deere F935 Front Mow; 2000 John Deere F935 Front Mow; Hip Adductor machine; two rowing machines; 18 pairs of dumbbells (various weights); three weight racks; indoor pool handicap lift; tables and benches from beach concession area; train table; and a large wood game wheel, 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.

Staff Reports

Golf

President KNUDSON asked about the debits in the miscellaneous revenue and if the golf course was notified prior to the CDGA coming to review the course. Golf Operation Manager BROLLEY explained these were deposits returned and that the CDGA did notify the course two weeks prior to their visit. Commissioner DOLAN asked why there were fewer spots for returning maintenance staff. Golf Course Superintendent DORUFF said more staff now prefer the short term seasonal as opposed to staying for the entire golf season.

Parks

President KNUDSON asked if work was slowing down for the Parks Department. Superintendent of Buildings & Grounds SOLBERG said tasks such as cutting grass were slowing down, but other tasks increase in the fall, such as tree work. Commissioner McGRATH asked if the trees we cut down were chipped. Superintendent of Buildings & Grounds SOLBERG said we chip what we can and use it in the parks. Commissioner ORTEGA asked who owns the equipment used to launch the pumpkins. He was told the equipment is owned by Mundelein High School.

Recreation

Commissioner McGRATH said he had been hearing many people talking about the upcoming Boo Bash. Commissioner ORTEGA asked if there were any boys in the dance program. He was aware of another agency offering free dance classes to boys to increase enrollment. Superintendent of Recreation KIPP said there were a few boys enrolled. Commissioner ORTEGA asked if the attendance was good for Terror at the Bay. Superintendent of Recreation KIPP said it was increasing, but still not as strong as desired. Commissioner DOLAN asked for clarification on the November meeting date that the affiliates would be attending. He was informed there was a typo in the Recreation report and the affiliates would be attending the November 14, 2016 Board meeting. Commissioner DOLAN asked if the new swim facility in town had affected lesson enrollment. Superintendent of Recreation KIPP said swim lessons were being revamped to accommodate current trends and preferences.

Business Services

There were no questions.

President KNUDSON announced service anniversaries for Deb Engdahl, 15 years; Janet Kalcsics, 19 years; Paul Rogus, 5 years; and Kimberly Wells, 10 years.

There being no further business, Commissioner ORTEGA moved to adjourn at 7:53 p.m. second by Commissioner McGRATH. The motion was unanimously approved.

Secretary

Mundelein Park & Recreation District
Committee of the Whole
October 24, 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, KNUDSON, McGRATH and ORTEGA. Commissioner FRASIER was absent. Staff present included Executive Director RESNICK, Superintendent of Recreation KIPP, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG and Superintendent of Business Services & Technology MILLER.

Executive Director RESNICK reminded the Board that staff had compared three pools and one broker for health insurance for employees. Based on these comparisons, staff is recommending staying with PDRMA for the next three years.

The Village is changing the boundaries of the current TIF District and creating a new TIF. An Intergovernmental Agreement between the Village, District 75, District 120, Fremont Library District and the Park District allows for payment of TIF funds in the second TIF District. The other agencies have already approved the IGA.

The Community Park Creek/Pond Stabilization project was bid out. The low bidder had mixed references but staff believes additional project management oversight from the engineer firm will ensure a successful project. Commissioner DOLAN asked if Lake County Stormwater Management had an opinion on this firm since the grant funds were being administered by them. Executive Director RESNICK said she would check. Commissioner DOLAN suggested accepting the low bid pending acceptance from Lake County SMC.

Several pieces of equipment that are no longer needed were presented as surplus and available for sale or disposal.

The Illinois Association of Park Districts sent a request that the Board assign a delegate for the annual meeting.

The Board reviewed the proposed Travel Reimbursement Policy. Commissioner ORTEGA asked that it be clear if this is a policy, or an ordinance or both. He also asked for clarification on who is approving the expenses. Executive Director RESNICK said a memo will be presented to the Board each year at budget time outlining upcoming continuing education opportunities for staff and Board members.

With the closing of Kirk of the Lake Church, they are donating funds to various community groups. They have offered to fund the construction of a shelter for the summer lunch program at Gordon Ray Park. The contract for construction will be between the lunch group and a contractor and there will be a separate agreement between the lunch group and the Park District to accept the donation. Commissioner DOLAN suggested the neighbors be notified prior to construction so they are aware of the new amenity.

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The September Police report was shared with the Board.

Executive Director RESNICK requested an Executive Session, under 5 ILCS 120/2 (c)(5), for the discussion of the Purchase of Lease of Real Estate.

The Committee meeting adjourned at 7:14 p.m.

Secretary