

**MUNDELEIN PARK & RECREATION DISTRICT**  
**REGULAR BOARD MEETING**  
**Monday, May 14, 2018**  
**AGENDA**

**Call To Order:**

**Pledge of Allegiance:**

**Roll Call:** Dolan, Frasier, Knudson, McGrath, Ortega

**Approval of Minutes:** Committee Meeting April 23, 2018  
Regular Meeting April 23, 2018  
Executive Session

**Approval of Disbursements:** Warrant 042718  
050318  
050418  
050518  
050818  
051418  
= \$677,719.02  
051518

**Correspondence:**

**Old Business:**

**New Business:** 1. Accept 2017 Audit and Comprehensive Annual Financial Report  
2. Award Contract for Purchase of HVAC Equipment  
3. Approve Social Media Policy for Administrative Manual  
4. Approve Wellness Policy for Personnel Policy Manual  
5. Board Officer Elections

**Board Business:**

**Executive Session:** Personnel 5 ILCS 120/2 (c)(1);  
Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5);  
Imminent or Pending Litigation 5 ILCS 120/2 (c)(11)  
Collective Bargaining or Salary Schedules 5 ILCS  
120/2(c)(2)

**Action on Items Discussed in Executive Session, if Necessary**

**Visitors:**

**Adjournment:**

### **Rules for Public Comment:**

- A. At the start of the period for public comment the board President or acting chairperson will advise the public:
  - 1. The amount of time permitted for public comment;
  - 2. That all speakers state their name and addresses before addressing the Board;
  - 3. To avoid repetitive comments, testimony and general questions; and
  - 4. To appoint only one person to speak on behalf of a group.
- B. Each person will be permitted to speak one time only, unless the President determines that allowing a speaker to address the Board again will contribute new testimony or evidence germane to an issue on the agenda for that meeting.
- C. Unless a representative spokesperson is appointed in the manner described in rule D, all comments from the public will be limited to no more than three (3) minutes per person.
- D. Groups may register a representative spokesperson by filing an appearance form no later than one (1) hour in advance of a meeting. The appearance form must designate (i) the number of people the designee represents for the purpose of making public comment; (ii) the subject matter of the public comments; and (iii) whether the subject being represented by a group spokesperson shall be deemed to have waived their opportunity to speak independently unless the President determines that allowing such a speaker to address the Board will contribute new testimony or evidence germane to an issue on the agenda for that meeting.
  - 1. A representative spokesperson who timely files a complete appearance form to speak on a matter germane to the agenda shall be permitted to speak for three (3) minutes for each person being represented, up to a maximum of fifteen (15) minutes.
  - 2. A representative spokesperson who timely files a complete appearance form to speak on a matter not germane to the agenda shall be permitted to speak for three (3) minutes for each person being represented, up to a maximum of nine (9) minutes.
- E. The Board shall not respond to questions posed during public comment. All questions shall be recorded by the Board Secretary and a response shall be presented either during the next regular Board meeting or in writing before such meeting.
- F. All comments must be civil in nature. Any person who engages in threatening, slanderous or disorderly behavior when addressing the Board shall be deemed out-of-order by the presiding officer and his or her time to address the Board at said meeting shall end.

Approved 4/14/2014 Board Meeting

Mundelein Park & Recreation District  
Committee of the Whole  
May 14, 2018

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 pm by President DOLAN.

Present were Commissioners DOLAN, FRASIER, KNUDSON, and ORTEGA. Staff present included Executive Director RESNICK and Jamie Wilke of Lauterbach & Amen.

Ms. Wilke presented the 2017 Comprehensive Annual Financial Report to the Board. She explained that this was a clean audit and there were no new recommendations, there were no material journal entries and the \$2.9 million reduction in the fund balance was due to the construction of the Dunbar Recreation Center. She complimented the District on again obtaining the GFOA Certificate of Excellence.

President DOLAN asked why recommendations are made if it is only to inform the District of a yet to be implemented requirement from GASB. These are things not under the control of the District and a recommendation can be viewed as a weakness. Ms. Wilke said the industry requires audit firm to disclose these to ensure the Board is aware of the upcoming requirements. She explained that while the over spending in the Capital Fund was explained by the accelerated construction schedule, it was still necessary to disclose this.

The Board thanked Ms. Wilke for her time.

Executive Director RESNICK explained to the Board that the Village has implemented a new requirement to have a CFCI outlet installed on the roof at Diamond Lake Beach, so staff was recommending a contract be awarded to the low bid for the purchase of HVAC equipment and the additional few hundred dollars for the outlet work.

An Executive Session was requested for the purpose of Collective Bargaining and Personnel.

The Committee Meeting adjourned at 7:30 pm.

  
Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF  
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS  
HELD MONDAY, MAY 14, 2018 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 DOLAN 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 and ORTEGA were present. Staff present included Executive Director RESNICK.

Commissioner ORTEGA moved to approve the minutes of the Committee and Regular Meeting of April 23, 2018, second by Commissioner KNUDSON. President DOLAN 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 KNUDSON moved to approve Warrants 042718, 050318, 050418, 050518, 050818, 051418 and 051518 in the amount of \$678,225.81 second by Commissioner FRASIER. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners KNUDSON, FRASIER, ORTEGA, and DOLAN voting yes.

**Correspondence**

President DOLAN said he received a letter from Congressman Brad Schneider regarding his efforts in Congress to support Israel.

**New Business**

President DOLAN stated the audit had been completed by Lauterbach & Amen and was presented to the Board in the Committee of the Whole meeting. Commissioner FRASIER moved to accept the 2017 Audit and Comprehensive Annual Financial Report, second by Commissioner ORTEGA. President DOLAN repeated the motion and asked if there were any questions and none were raised. President DOLAN complimented staff on the great job of preparing for and receiving a clean audit. A voice vote was taken with all voting yes.

President DOLAN said six bids were received for the HVAC work budgeted. Commissioner KNUDSON moved to approve award a contract to Cahill Heating & Air Conditioning in an amount not to exceed \$43,200 for the purchase and installation of two roof top units at Mundelein Community Center, three roof top units at Diamond Lake Beach and replace of the furnace, evaporator coil and outdoor condenser unit at Steeple Chase Golf Club and the installation of a CFCI outlet on the roof at Diamond Lake

Beach, second by Commissioner FRASIER. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners KNUDSON, FRASIER, ORTEGA and DOLAN voting yes.

President DOLAN introduced a Social Media Policy for inclusion in the Administrative Policy Manual. Commissioner KUDSON moved to approve the Social Media Policy, second by Commissioner ORTEGA. President DOLAN repeated the motion and asked if there were any questions and Commissioner ORTEGA expressed concern about the District's actions if someone violates the policy. He suggested the consequences be clearer. Executive Director RESNICK said she would modify the policy adding that anyone violating the policy will be banned from the District's social media accounts. Commissioner KNUDSON moved to approve the Social Media Policy as amended, second by Commissioner ORTEGA. President DOLAN asked if there were any questions and none were raised. A voice vote was taken with all voting yes.

President DOLAN introduced a Wellness Policy to be included in the District's Personnel Policy manual. Commissioner ORTEGA moved to approve the Wellness Policy, second by Commissioner FRASIER. President DOLAN repeated the motion and asked if there were any questions and none were raised. A voice vote was taken with all voting yes.

President DOLAN announced this is the annual meeting and the Board needed to elect officers for the next year. Commissioner FRASIER moved to maintain all officers for one more year, second by Commissioner KNUDSON. President DOLAN repeated the motion and asked if there were any questions and none were raised. A voice vote was taken with all voting yes.

### **Board Business**

Commissioner ORTEGA asked who the employee committees report to. Executive Director RESNICK said the Wellness Committee is run by the Human Resource Manager so reports are given to the Superintendent of Business Services & Technology. The Safety Committee is run by the Risk Manager so reports are also given to the Superintendent of Business Services & Technology.

The Board discussed the District taking over the competitive girls 5<sup>th</sup>-8<sup>th</sup> grade basketball program. President DOLAN was concerned about the District getting caught up in what can sometimes be a contentious program since it is competitive and not recreation. Executive Director RESNICK said staff was prepared for this and would be working with an oversight Board to remain neutral.

Executive Director RESNICK informed the Board there has been no progress on the driving range or ice rink projects. She has met with the architects on both projects, but no


timeline has been established. President DOLAN expressed his frustration with the lack of progress on these two projects as well as the Shady Lane property. Executive Director RESNICK said staff was spread thin with projects and she had prioritized other projects ahead of these three. The Board discussed the possibility of OSLAD grants being funded in the next State budget and instructed RESNICK to be prepared to submit an application. Executive Director RESNICK said she would do this but informed the Board the District would need to issue more bonds to be able to afford all three projects. The Board will determine if this is the direction desired once construction estimates are available for all three projects.

President DOLAN announced there would be an Executive Session for Collective Bargaining or Salary Schedule 5ILCS 120/2 (c)(2) and Personnel 5 ILCS 120/2 (c)(1). Commissioner ORTEGA moved to adjourn to Executive Session at 8:25 p.m., second by Commissioner . A roll call vote was taken with Commissioners ORTEGA, FRASIER KNUDSON and DOLAN voting yes.

Commissioner ORTEGA moved to reconvene the Regular Meeting at 8:50 p.m, second by Commissioner FRASIER. A roll call vote was taken with all voting yes.

Commissioner FRASIER moved to implement personnel matters as discussed in Executive Session, second by Commissioner ORTEGA. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, ORTEGA, KNUDSON and DOLAN voting yes.

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

  
Secretary