

MUNDELEIN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING
Monday, July 23, 2018
7:30 p.m.
AGENDA

Call To Order:

Pledge of Allegiance:

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

Approval of Minutes: Committee Meeting July 9, 2018
Regular Meeting July 9, 2018

Approval of Disbursements: Warrants – 070418, 071018, 071318, 071718, 072318 = \$490,404.18

Financials: June

Police Report: June

Correspondence: Thank You Letter from American Legion Post 867

Old Business:

New Business:

1. Approve Resolution 18-07-01 Park District Dancers
2. Award Contract for Sealcoating
3. Declare Vending Machine as Surplus Property

Board Business:

Staff Reports

Service Anniversaries July: Anthony Nitti 2015 (3); Mike Vitale 2007 (11); Scott Schleiden 2001 (17)

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
July 23, 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 Vice President ORTEGA.

Present were Commissioners FRASIER, KNUDSON, McGRATH and ORTEGA. Staff present included Executive Director RESNICK, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG, Superintendent of Recreation LaPORTE and Superintendent of Business Services & Technology ERICKSON.

Executive Director RESNICK reminded the Board that the logo refresh project was part of the 2018 Workplan and staff was still working on this project. She shared examples of several companies logo's as they changed over time.


The Board was updated on the Resolution for the Park District Dancers, the sealcoat bids and the surplus vending machine.

A proposal for assisting with an OSLAD grant application was received from Upland Design. Executive Director RESNICK said she knew the staff at Upland but was not familiar with their grant writing success. Commissioner FRASIER said the District had success with the PARC grant when a grant writer was used and supported using a grant writer again. Vice President ORTEGA asked about the firm that was used for the PARC grant application. Executive Director RESNICK said the owner moved to Colorado a few years ago, but that she would try reaching out to see if he was able to work remotely. She will also check success rates and references for Upland Design.

The Second Quarter Marketing report was reviewed by the Board. Executive Director RESNICK reminded the Board that the second quarter financial report would be reviewed at the second August meeting. An Executive Session was requested for the discussion of purchase or lease of real estate.

Commissioner FRASIER moved to adjourn to Executive Session to discuss the Purchase or Lease of Real Estate 5 ILCS 12-0/2(c)(5), second by Commissioner McGRATH at 7:19 pm. A roll call vote was taken with Commissioners FRASIER, McGRATH, KNUDSON and ORTEGA voting yes.

The Committee Meeting adjourned at 7:19 pm.


Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, JULY 23, 2018 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 Vice President ORTEGA and he asked the assemblage to rise and recite the Pledge of Allegiance.

He then directed the secretary to call the roll. Commissioners FRASIER, KNUDSON, McGRATH and ORTEGA were present. Staff present included Executive Director RESNICK, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG, Superintendent of Recreation LaPORTE and Superintendent of Business Services & Technology ERICKSON.

Commissioner McGRATH moved to approve the minutes of the Committee Meeting and Regular Meeting of July 9, 2018, second by Commissioner KNUDSON. Vice President ORTEGA repeated the motion and asked if there were any corrections or additions and none were made. A roll call vote was taken with Commissioners McGRATH, KNUDSON, FRASIER and ORTEGA voting yes.

Commissioner FRASIER moved to approve Warrants 070418, 071018, 071318, 071718 and 072318 in the amount of \$490,404.18 second by Commissioner McGRATH. Vice President ORTEGA repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, McGRATH, KNUDSON, and ORTEGA voting yes.

Commissioner McGRATH moved to place the June Financials on file, second by Commissioner KNUDSON. Vice President ORTEGA repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners McGRATH, KNUDSON, FRASIER and ORTEGA voting yes.

Commissioner KNUDSON moved to place the June Police Report on file, second by Commissioner FRASIER. Vice President ORTEGA repeated the motion and asked if there were any questions. A roll call vote was taken with Commissioners KNUDSON, FRASIER, McGRATH and ORTEGA voting yes.

Vice President ORTEGA said a letter was received from the American Legion Post 867, thanking the District for support of their golf outing.

Executive Director RESNICK read Resolution 18-07-01. Commissioner McGRATH moved to approve Resolution 18-07-01 recognizing the Park District Dancers outstanding achievements at the Dupree Dance National Competition, second by Commissioner KNUDSON. Vice President ORTEGA repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners McGRATH, KNUDSON, FRASIER, and ORTEGA voting yes. Vice President ORTEGA congratulated the dancers and dance staff on such an outstanding accomplishment.

Vice President ORTEGA said staff had recently advertised and bid the sealcoat project and the results were reviewed. Commissioner FRAISER moved to award a contract to Chicagoland Paving in an amount not to exceed \$22,060 for seal coating at Hanrahan, Cambridge Country, Diamond Lake Rec Center, Hickory, Indian Trails, Kracklauer, Boat Launch, Longmeadow and Wortham, second by Commissioner KNUDSON. Vice President ORTEGA asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, KNUDSON, McGRATH and ORTEGA voting yes.

Staff informed the Board that one of the vending machines being used in the Community Center lobby was no longer needed. Commissioner McGRATH moved to declare the FSI Vending Machine, model 3120 as surplus and sell it via the online auction, second by Commissioner KNUDSON. Vice President ORTEGA repeated the motion and asked if there were any questions. A roll call vote was taken with Commissioners McGRATH, KNUDSON, FRASIER and ORTEGA voting yes.

Staff Reports

Golf

Vice President ORTEGA asked about the cost of television commercials. Golf Operations BROLLEY said it was approximately \$3,000 for 200 (30-second spots). Vice President ORTEGA asked if the golf course had ever participated in a blog. He was told they had not. Vice President ORTEGA asked if it was difficult to adapt the two new piece of equipment. Golf Course Superintendent DORUFF said it involved different hoses and that the equipment was almost ready. Commissioner KNUDSON said he had seen several dead or dying pine trees at other golf courses and asked if we were experiencing this at Steeple Chase. Golf Course Superintendent DORUFF confirmed there is a disease adversely effecting pine trees that has around for several years. Steeple Chase chooses to focus on saving ash trees and will lose some pine trees.

Parks

Vice President ORTEGA asked if it was necessary to re-bid the athletic court project since changes were made. Superintendent of Buildings & Grounds said this was done through a change order in the existing contract.

Recreation


Commissioner McGRATH asked staff their opinion on pickleball. Superintendent of Recreation LaPORTE said we have not had a great deal of success with our indoor program but we would continue to identify supportive players to build the program. Vice President ORTEGA commented that the opening paragraph of the Recreation report was hard to follow. Superintendent of Recreation LaPORTE said he used the opening paragraph to point out highlights that were covered later in the report. Vice President ORTEGA asked if the District was doing anything to reach out to potential clients since being named by the Daily Herald readers as Best of the Best for Quinciaara venue. Superintendent of Recreation LaPORTE said not yet since the facility was heavily rented next month and would be closed for renovations most of September and October. Commissioner KNUDSON asked if the revenue for Barefoot Bay daily admissions included member visits. He noted how much higher it was than previous years. Superintendent of Recreation LaPORTE said it was only non-member daily fees. Some of the increase was due to an increase in non-resident rates.

Business Services

Vice President ORTEGA asked about the fraudulent check issue. Superintendent of Business Services & Technology ERICKSON said only one check was actually cashed and the bank reimbursed the District for this amount. She said the checks presented were not very large, in the \$1,500-2,500 range. This was most likely done to avoid detection.

Vice President ORTEGA announced service anniversaries: Anthony Nitti, 3 years; Mike Vitale, 11 years; and Scott Schleiden, 17 years.

There being no further business, Commissioner McGRATH moved to adjourn at 7:58 p.m. second by Commissioner KNUDSON. The motion was unanimously approved.


Secretary