

Mundelein Park & Recreation District
Committee of the Whole
January 28, 2019

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.

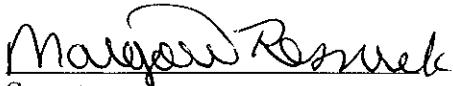
Present were Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA. Staff present included Executive Director RESNICK, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG, Superintendent of Recreation LaPORTE, Superintendent of Business Services & Technology McINERNEY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

Executive Director RESNICK informed the Board there will be an All Staff training on February 19. She invited Board members to attend the first hour of the training as the purpose of this first hour is to develop the District's Vision and Values statements.

President DOLAN asked if the quarterly report could include activity goals. These would be narratives describing actions to be taken to reach goals set in the budget. Discussion ensued as to specifics of these narratives. Staff will incorporate this into the first quarter report for 2019.

The Board will review the proposed logo designs during the Regular Board Meeting.

The Committee Meeting & Budget Hearing adjourned at 7:30 pm.


Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, JANUARY 28, 2019 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 7:40 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, McGRATH and ORTEGA were present. Staff present included Executive Director RESNICK, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG, Superintendent of Recreation LaPORTE, Superintendent of Business Services & Technology McINERNEY and Marketing Manager LAWRENCE.

Commissioner ORTEGA moved to approve the minutes of the Budget Hearing, Committee Meeting and Regular Meeting January 14, 2019, second by Commissioner McGRATH. 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 FRASIER moved to approve Warrants 011719, 012219, 012519 and 012819 in the amount of \$260,129.84 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, McGRATH and DOLAN voting yes.

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

Commissioner ORTEGA moved to place the December Police Report on file, second by Commissioner FRASIER. President DOLAN repeated the motion and asked if there were any questions. Commissioner FRASIER asked why the police report included mention of a bus at Lincoln School. Staff did not have an answer. A roll call vote was taken with Commissioners ORTEGA, FRASIER, KNUDSON, McGRATH and DOLAN voting yes.

President DOLAN stated at the last meeting the Board authorized the Director to enter into a contract the supply of natural gas and the Board need to approve this contract. Commissioner KNUDSON moved to approve a 34 month contract with Santanna Energy Services for supplying natural gas to District facilities, 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, McGRATH, ORTEGA and DOLAN voting yes.

The updated Military Leave Policy was presented to the Board. Commissioner McGRATH moved to approve the updated Military Leave Policy for the Personnel Policy Manual, 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 McGRATH, ORTEGA, FRASIER, KNUDSON and DOLAN voting yes.

The updated Vacation Leave Policy was presented to the Board. Director RESNICK said the wording will change to reflect requests are submitted and approved electronically. Commissioner ORTEGA moved to approve the updated Vacation Leave Policy for the Personnel Policy Manual as modified, 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 ORTEGA, FRASIER, KNUDSON, McGRATH and DOLAN voting yes.

The updated Personal Days Policy was presented to the Board. Director RESNICK said the wording will change to reflect requests are submitted and approved electronically. Commissioner ORTEGA moved to approve the updated Personal Days Policy for the Personnel Policy Manual as modified, second by Commissioner KNUDSON. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners ORTEGA, KNUDSON, FRASIER, McGRATH and DOLAN voting yes.

Marketing Manager LAWRENCE presented two proposed logo designs to the Board. The Board discussed the impact of each design. The size and layout of the lettering was concerning to the Board. It was determined the "circle" style logo was preferred but the Board requested options for the letters. This topic will be tabled until the next meeting.

Board Business

President DOLAN shared a copy of the new Park District Code from IAPD. He informed the Board that Commissioner ORTEGA has been selected as Sargeant at Arms for IAPD.

Staff Reports

Golf

President DOLAN asked how staff felt about the recent turf applications. Golf Course Superintendent DORUFF said for now it seems good, but he will know for sure when the grass grows.

Parks

Commissioner KNUDSON complimented staff on securing the playground grant. President DOLAN suggested hiring a staff member to write grants or add it to a current job description to make sure the District is applying for all available grants.

Recreation

Commissioner FRASIER complimented the successes of the Dance Company. President DOLAN asked why the start of the feeder basketball program was delayed. Superintendent of Recreation LaPORTE said many people put off registering until the last minute and staff thought this delay would ensure the program ran. President DOLAN asked if the District offers any one day tournaments to involve more people in shorter term programs. Superintendent of Recreation LaPORTE said we are making adjustments and trying to develop younger age programs to feed into the older youth programs.

Business Services

President DOLAN congratulated staff on receiving the Achievement of Excellent in Financial Reporting from the Government Financial Officers Association. Commissioner OREGA asked about the statement of "accident denied" from the accident that occurred on January 4. Superintendent of Business Services & Technology McINERNEY said the participant stated she was not injured. Commissioner ORTEGA asked if OSHA has ever visited the District. Executive Director RESNICK said not in the 12 years she has been at the agency.

President DOLAN announced service anniversaries: Josh Aguilar, 2 years; Marcus Kivisto, 6 years; Cheri Rehor, 17 years; Linda Renz, 7 years; Margaret Resnick, 12 years; and Mary Yoho, 20 years.

Visitor Ron Greenberg stated he agreed with the statement made earlier that many residents assume the Park District is part of the Village because of the Park & Recreation wording in the name.

There being no further business, Commissioner ORTEGA moved to adjourn at 8:32 p.m. second by Commissioner McGRATH. The motion was unanimously approved.


Secretary