

Mundelein Park & Recreation District
Committee of the Whole
February 13, 2017

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 informed the Board that the new Group Exercise Membership changed for the format of how staff were charged for exercise classes. Anyone with a Fitness Membership can purchase an annual Group Exercise Membership for \$109 and this is what staff is recommending for employees. The other option for them would be to pay 50% of the monthly rate if they do not want to purchase an annual membership. This would be \$17.50 per month.

Due to the new Travel Reimbursement Policy the Board must approve by roll call vote all expenses for employees or Board travel for educational functions. Last month the Board approved the expenses that were expected for the year. Recently, staff heard of a turf equipment technician training that would benefit the District's mechanic John Rodgers to attend. The program will be held in March in Bloomington, Minnesota. Commissioner DOLAN asked if this was within the budget and if the only reason it was being brought to the Board was due to the new law. Executive Director RESNICK said there were funds in the budget and if the new law was not in effect, it would not have been brought to the Board for approval since the Board has already approved the budget.

All Full Time Wage Ranges were reviewed as compared to the agencies selected for each position and presented to the Board. Commissioner ORTEGA thought that the lower end of some ranges were either fine as is or could possibly be lowered. Commissioner DOLAN said the bottom of the Day Care Director range could be lowered since if this would be filled by an internal candidate, the change in pay would be more than a 25% increase.

Executive Director RESNICK let the Board know the application and self-assessment for the Illinois Distinguished Agency program had been completed and would be submitted.

The Board was reminded that SRACLC Executive Director John Buckner would be at the meeting to give an update on the agency.

The Board was given a recap of sessions attended by staff at the recent IAPD/IPRA Conference. Overall staff reported a good experience and felt the time and money invested in this conference was beneficial to staff and the agency overall.

The Board was reminded they will need to sign annual waivers if they wish to renew facility memberships.

Marketing Specialist Christa Lawrence will attend the next Board meeting to give a presentation on the District's branding campaign.

Executive Director RESNICK informed the Board that the bids were out for the Chalet project. The bid opening will be March 2 and contract recommendations will be given to the Board at the March 13 meeting. W.B. Olson, Construction Manager John Emser said he felt some items would be higher than budgeted now that final documents were prepared. He is estimating it could be \$177,000 over the last estimate, but hoping for a competitive market.

The Committee meeting adjourned at 7:30 p.m.

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, FEBRUARY 13, 2017 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 Committee Meeting and Regular Meeting minutes from January 23, 2017, 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 DOLAN moved to approve Warrants 012417, 012517, 012717, 012817, 020317, 020717, 020817, 021017 and 021317 in the amount of \$528,344.44, second by Commissioner FRASIER. 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, FRASIER, McGRATH, ORTEGA and KNUDSON voting yes.

Commissioner DOLAN moved to approve amending the Personnel Policy Manual allowing the purchase of Group Exercise Memberships for Full Time and Regular Part Time employees at the current Premium Add On annual rate or 50% off the current monthly rate, 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, McGRATH, FRASIER, ORTEGA and KNUDSON voting yes.

Commissioner FRASIER moved to approve sending John Rogers to Turf Technician Training in Bloomington, Minnesota on March 14-17 at an estimated cost of \$1,220, 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 FRASIER, McGRATH, DOLAN, ORTEGA and KNUDSON voting yes.

Commissioner DOLAN moved to approve the 2017 Full Time Wage Ranges as presented by staff with one adjustment as discussed, second by Commissioner FRASIER. 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, FRASIER, McGRATH, ORTEGA and KNUDSON voting yes.

Under Board Business, Commissioner FRASIER showed the recent Mundelein Review article on the awards received by staff.

Executive Director RESNICK informed the Board she met with Police Chief Gunther regarding the Intergovernmental Agreement with the Village for Police Services. Chief Gunther and Executive Director Resnick feel the current agreement is working well and are not making any recommended changes. The IGA will be presented to both Boards for approval.

Executive Director RESNICK suggested delaying the purchase and implementation of the financial software for one year. With the recent changes in managed care of the District's technology, it has become unclear if the current network and equipment are stable enough. She explained some of the recent discoveries of past practices by our former vendor and said the lack of oversight was alarming. Commissioner DOLAN asked if the current software was being supported still. Executive Director RESNICK said it is and that the person who uses the software the most is Superintendent of Business Services & Technology Linda Miller and she is in favor of waiting a year.

SRACLC Executive Director John Buckner gave each Board member a Spring brochure and annual report. He pointed out that they are hosting a dance at the Regent Center soon and will hold their track and field program at the Mundelein Community Center. He said their biggest challenge is finding available space in each of the communities they serve. He said their fund raising efforts have been good and have meant a new vehicle for the agency every couple of years. He complimented the Park District staff on being helpful finding inclusion staff. Commissioner McGRATH asked if there was anything more the Park District could do to help SRACLC. Mr. Buckner said more space would be helpful, but he understands park district programs take priority and believes SRACLC is given all the space that can be given to them.

There being no further business, Commissioner ORTEGA moved to adjourn at 7:59 p.m., second by Commissioner McGRATH. The motion was unanimously approved.

Secretary