

Mundelein Park & Recreation District
Committee of the Whole
March 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 explained the bid opening for the new building and reviewed the bids submitted for each of the 20 trades. She said John Emser from W.B. Olson would be at the Board Meeting to review the bids.

The Board reviewed the bids for the purchase of two heaters for the lazy river at Barefoot Bay.

The District will be changing to a three year contract for the treatment of aquatic weeds in Diamond Lake. The goal is to be consistent with applications and allow neighboring parcels the opportunity to utilize the services of the same vendor.

Executive Director RESNICK explained to the Board that the bids submitted for the Landscaping Maintenance at District buildings were not submitted uniformly. What appeared to be the low bid is actually not when the cost of mulch is factored in. Staff is recommending the contract be awarded to Buhrman Design Group. Commissioner FRASIER suggested the award not to exceed a figure of \$5,000 for mulch purchase/installation.

With the departure of the Front Desk Supervisor last year, staff has reviewed the need for filling that position or creating new positions. With the new group exercise membership, the number of classes has increased and the Community Center Manager feels a Group Exercise/Personal Training Coordinator would be helpful. Currently special events are handled by many different staff and having one person coordinate them should improve the quality and quantity of these events. Also, staff would like to begin offering enhancements to room renters who may want help with decorating or arranging catering. Job descriptions for both of these positions were presented to the Board.

The 2016 Workplan was reviewed. While the majority of the items were completed, staff felt they fell short mainly because of poor time management. The goal, as always, is to complete 100% of the items on the 2017 Workplan.

The Summer Lunch Program would like to have a gazebo built at Gordon Ray Park for their lunch program. They will pay for the construction and donate the gazebo to the Park District. A donation agreement was drafted by the District's attorney and will be presented at the next Board meeting.

Staff is preparing an analysis of the feasibility of constructing a driving range and/or expanding the clubhouse at Steeple Chase. This should be ready for Board review in late April.

Commissioner FRASIER asked if the District should re-bid the four trades that only received one bid each for the new building. John Emser of W.B. Olson said he felt the bids were very competitive and re-bidding did not guarantee a better price, or even the same price.

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

Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, MARCH 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 McGRATH moved to approve the minutes of the Committee Meeting and Regular Meeting minutes from February 27, 2017, 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 030217, 030617, 030717, 031017, and 031317 in the amount of \$363,873.28, 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 McGRATH moved to accept the February Police report and place on file, second by Commissioner FRASIER. 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.

Commissioner FRASIER moved to award contracts to Alpine for Building Demolition in the amount of 15,000; Matteo for Excavation & Site Demolition in the amount of \$165,999; Berger for Site Utilities in the amount of \$113,000; Schroeder for Asphalt Paving in the amount of \$60,502; Circle for Concrete in the amount of \$260,000; Ebben for Masonry in the amount of \$342,500; McKinney for Structural Steel & Misc. Metals in the amount of \$156,163; Efraim Carlson for General Trades in the amount of \$474,000; A-1 for Roofing & Sheet Metal in the amount of \$184,000; TNA for Caulking in the amount of \$19,900; 3F for Aluminum, Glass & Glazing in the amount of \$453,000; Kole Construction for Drywall & Acoustical Ceilings in the amount of \$180,000; Johnson for Ceramic Tile in the amount of \$34,416; Johnson for Flooring in the amount of \$40,763; Johnson for Sports Flooring in the amount of \$79,975; Ascher Brothers for Painting in the amount of \$30,970; Prestige for Specialties in the amount of \$81,498; Haldeman-Homme for Gymnasium Equipment in the amount of \$56,800; Automatic for Fire Protection in the amount of \$30,351; Altra for Plumbing in the amount of \$111,500; Hartwig for HVAC in the amount of \$253,685; and Associated for Electric in the amount of \$258,000, second by Commissioner DOLAN.

President KNUDSON repeated the motion and asked if there were any questions. Commissioner McGRATH asked what was in the Specialties bid. John Emser of W.B. Olson replied it is signage, lettering, fire extinguishers, toilet accessories, window shades and the folding panel partition at the Fitness Studio/Community Room, etc. President KNUDSON asked about the timeframe. Mr. Emser said ground breaking could be late April and there would be 12-13 months of construction. A roll call vote was taken with Commissioners DOLAN, McGRATH, FRASIER, ORTEGA and KNUDSON voting yes.

Commissioner McGRATH moved to approve the purchase of two Pool Heaters for Barefoot Bay from Cahill Heating & Air in the amount of \$36,500, 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 McGRATH, ORTEGA, DOLAN, FRASIER and KNUDSON voting yes.

Commissioner DOLAN moved to award a three year contract to Clarke Aquatic Services for the treatment of aquatic weeds at Diamond Lake in an amount not to exceed \$5,000 annually, 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 FRASIER moved to award a contract to Buhrman Design Group for the Landscape Maintenance at District buildings in amount of \$26,527.50 plus mulch installation not to exceed \$5,000, 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 Group Exercise/Personal Training Coordinator and Special Events/Party Coordinator job descriptions as presented, 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, FRASIER, ORTEGA and KNUDSON voting yes.

Under Board Business, Commissioner DOLAN said he has access to the evaluations from this past State Conference and if anyone is interested in them, he would share. Commissioner McGRATH asked if the conference would be held at the Hilton again next year. Commissioner DOLAN said there would be one more year at the Hilton and then it returns to the Hyatt for two years.

There being no further business, Commissioner ORTEGA moved to adjourn at 7:47 p.m., second by Commissioner McGRATH. The motion was unanimously approved.

Secretary