

Mundelein Park & Recreation District
Committee of the Whole
February 26, 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, McGRATH and ORTEGA. Staff present included Executive Director RESNICK, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG, and Superintendent of Business Services & Technology MILLER.

Executive Director RESNICK reviewed the bids submitted for custodial care at the Mundelein Community Center and Dunbar Recreation Center. All bids were under budget and the references for the low bidder were favorable. Staff was recommending a three year contract Crystal Maintenance Services.

Executive Director RESNICK reviewed several equipment purchases that are in the 2018 budget. Three bids were received for the heaters at Barefoot Bay. The low bidder, Spear Corporation was recommended. The Park District is a member of the National IPA purchasing program and staff recommends purchasing a Pro Core Processor, Pro Core Aerifer and Ford 350 Dump Truck through this cooperative. The Pro Core Processor is \$427.16 over budget and the Pro Core Aerifier is \$96.00 over budget. However, the Dump Truck is \$1,362.00 under budget.

The Board reviewed the proposed rate changes for the Regent Center and Sandburg Gym rentals and the proposed rental rates for the Dunbar Recreation Center. Commissioner McGRATH asked about the Sandburg rentals. He was told the Park District incurs the expenses and collects the revenue for these.

The Board reviewed the Budget Narrative prepared by staff. President DOLAN said he would prefer to see figures as favorable or unfavorable. The black and red colors were confusing since there are times when exceeding revenue showed as red and gave the impression it was not good. He added that not keeping the same budget for legal fees may be risky since we do not know what may come up.

Executive Director RESNICK asked if the Board would like to see a quarterly update on the budget and if so, would they like the format used for the Budget Narrative. They said they would.


President DOLAN asked about the Museum Fund and suggested the scope was too narrow. There are many activities undertaken by the Park District that fall under the area of historical activities that should be included.

Executive Director RESNICK updated the Board on activities regarding naming rights.

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Commissioner ORTEGA asked about if the Chalet rental history would be removed from the Binder of Documentation after this year. He was told it would.

The Committee Meeting adjourned at 7:30 pm.


Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, FEBRUARY 26, 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 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 Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG, and Superintendent of Business Services & Technology MILLER.

Commissioner McGRATH moved to approve the minutes of the Budget Hearing, Committee and Regular Meeting of February 12, 2018, second by Commissioner ORTEGA. 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 021618, 022018, 022318, and 022618 in the amount of \$386,679.91 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.

Commissioner KNUDSON 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 KNUDSON, McGRATH, FRASIER, ORTEGA and DOLAN voting yes.

Commissioner FRASIER moved to place the December Police Report on file, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any questions. He asked about if the District would be paid back by the driver who damaged the fence. PDRMA will seek reimbursement. A roll call vote was taken with Commissioners FRASIER, McGRATH, KNUDSON, ORTEGA and DOLAN voting yes

New Business

President DOLAN said bids were received for custodial services at the Mundelein Community Center and Dunbar Recreation Center. Commissioner ORTEGA moved to approve a three year contract with Crystal Maintenance Services for the Mundelein Community Center and Dunbar Recreation Center for \$38,940 for year one, 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.

President DOLAN said bids were accepted for the purchase of two pool heaters for Barefoot Bay. Commissioner FRASIER moved to approve the purchase of two pool heaters from Spear Corporation for \$37,000, 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.

President DOLAN said the 2018 budget includes the purchase of a Pro Core Processor for Steeple Chase Golf Club. Commissioner KNUDSON moved to approve the purchase of a Pro Core Processor through the National IPA purchasing program for \$23,427.16, 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.

President DOLAN said the 2018 budget includes the purchase of a Pro Core Aerifer for Steeple Chase Golf Club. Commissioner FRASIER moved to approve the purchase of a Pro Core Aerifer through the National IPA purchasing program for \$31,096.00, 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 FRASIER, KNUDSON, McGRATH, ORTEGA and DOLAN voting yes.

President DOLAN said the 2018 budget includes the purchase of a Dump Truck for Steeple Chase Golf Club. Commissioner McGRATH moved to approve the purchase of a Ford 350 Dump Truck through the National IPA purchasing program for \$41,638.00, 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 McGRATH, KNUDSON, FRASIER, ORTEGA and DOLAN voting yes.

President DOLAN reviewed the project to update the District's IT infrastructure. This includes migrating to a virtual environment and adding a shared storage device. Commissioner KNUDSON moved to approve three year licenses for software and a contract with Version2 to complete the project for a total of \$50,299.95, 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 KNUDSON, ORTEGA, FRASIER, McGRATH, and DOLAN voting yes.

President DOLAN reviewed the proposed rental fees as prepared by staff. Commissioner FRASIER moved to approve rental fees as presented by staff, 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 FRASIER, KNUDSON, McGRATH, ORTEGA, and DOLAN voting yes.

Board Business

President DOLAN thanked Mary Yoho and Kelli Schillaci for their help with the Legislative Breakfast held at the Regent Center.

Staff Reports

Golf

President DOLAN asked if staff thought the course could open March 13 or 14. Golf Operations Manager BROLLEY said with good weather, this was possible. Commissioner KNUDSON asked if this was earlier than usual. Golf Operations Manager BROLLEY we usually open the last week of March. Commissioner McGRATH asked if we can track where coupons are coming from to measure a marketing campaigns success. He was told that is being done. Commissioner FRASIER suggested contact the Lake Bluff Park District if they decided to close their course and see if we can work together to refer golfers to Steeple Chase. Commissioner ORTEGA asked about the simulator at the clubhouse and if the amount of club sales was higher than usual. He was told club sales are up due to customers trying the simulator. Commissioner KNUDSON asked about expanding the use of the simulator to offer more play. Golf Operations Manager BROLLEY said we now take reservations which has helped. President DOLAN suggested contacting staff from Shepard's Crook to find out how their 9 hole leagues on the simulator are going. President DOLAN asked if 20 applicants for the maintenance crew was a good number. Golf Course Superintendent DORUFF said the number was good but the applicants were not responding, so he needs more applicants.

Parks

Commissioner McGRATH commented on the amount of work the Parks Department does in house rather than contracting out. Superintendent of Buildings & Grounds SOLBERG said the Department's mechanic had experience in many more things and has been able to complete more work in-house. President DOLAN asked if staff who work snow removal are paid overtime or is it comp time. Superintendent of Buildings & Grounds SOLBERG said there is a rotation so half the crew is always on call. When they work past 40 hours, they are paid overtime.

Recreation

Commissioner McGRATH asked when was the last time rental fees had been increased. Staff will find out and let the Board know. Commissioner ORTEGA asked if we would continue to rent the Sandburg gym when the Dunbar Recreation Center opened. He was told yes. President DOLAN said he thought the mini-triathlon indoors was a good idea.

He suggested hold a full triathlon outdoors. Staff will discuss with other agencies that hold these events and see what is needed. President DOLAN suggested in light of recent national news regarding school safety, some type of press coverage to inform people that Big & Little is a secure facility and staff is prepared.

Business Services

Commissioner ORTEGA asked about the truck damage. Superintendent of Buildings & Grounds SOLBERG said someone scraped the body of the truck from the passenger door to the end of the truck bed along the barrier at the entrance to the Dunbar job site. The paint was not scratched, but the truck is dented.

There being no further business, Commissioner ORTEGA moved to adjourn at 8:50p.m. second by Commissioner McGRATH. The motion was unanimously approved.



Secretary