

Round Lake Area Park District  
Regular Board Meeting  
May 9, 2024  
6:00 p.m.

**PLACE OF MEETING:**

Robert W. Rolek Community Center  
814 Hart Road  
Round Lake, IL 60073

**I. ROLL CALL**

Park District Board President Tim Pasternak called the meeting to order at 6:00 p.m. Commissioners in attendance were Nick Metropulos, Nathalie Alvarez, Lisett Secundino, and Sarah Wright. Staff in attendance included: Director of Operations and Recreation Katie Gamroth, Superintendent of Business and Finance Jenny Baker, Human Resources Manager Jennifer Ruehrdanz, Superintendent of Parks Ane Olivares, Superintendent of Facilities Matt Netrefa, Superintendent of Recreation Karyn Nicholas, Marketing Manager Melissa Hollander, Golf Pro Manager Brad Rouse, Superintendent of Grounds Mike Slezak, and Parks Manager James Braun.

**II. PLEDGE OF ALLEGIANCE**

**III. CONSIDERATION OF & POSSIBLE ACTIONS ON ANY REQUEST FOR ELECTRONIC PARTICIPATION IN THE MEETING**

None.

**IV. AUDIENCE COMMENTS**

Residents from the Silver Leaf Glen neighborhood thanked the Park District for their collaboration and work regarding the playground that will be installed in the neighborhood.

**V. APPROVAL OF THE AGENDA**

Gamroth stated that there were no changes to the agenda.

**MOTION:** Metropulos moved to approve the agenda for the Regular Board Meeting of May 9, 2024, as presented.

**SECOND:** By Wright.

**VOTE:** By roll call. All ayes. Motion passed.

**VI. DIRECTOR'S REPORTS**

**A. Annual Election of Officers**

Gamroth stated that per the park district's codes and policies that the Board would elect officer positions at the annual meeting held in May. She said the President and Vice President positions are elected by the board members and the Treasurer, Assistant Treasurer, Secretary, and Assistant Secretary are appointed by the newly elected Board President.

MOTION: Metropulos moved to open the nominations for Park District Board President.

SECOND: By Wright.

VOTE: By roll call. All Ayes. Motion passed.

MOTION: Pasternak moved to nominate Metropulos as Park District Board President.

SECOND: By Wright.

There were no other nominations.

MOTION: Pasternak moved to close the nominations for Park District Board President.

SECOND: By Alvarez.

VOTE: By roll call. All Ayes. Motion passed.

MOTION: Metropulos moved to open the nominations for Park District Board Vice President.

SECOND: By Wright.

VOTE: By roll call. All Ayes. Motion passed.

MOTION: Metropulos moved to nominate Wright as Park District Board Vice President.

SECOND: By Pasternak.

There were no other nominations.

MOTION: Pasternak moved to close nominations for Park District Board Vice President.

SECOND: By Alvarez.

VOTE: By roll call. All Ayes. Motion passed.

MOTION: Pasternak moved to elect Metropulos as Park District Board President and Wright as Park District Board Vice President.

SECOND: By Secundino.

VOTE: By roll call. All ayes. Motion passed.

Park Board President Elect Metropulos then appointed Alvarez as Treasurer, Superintendent of Business and Finance Baker as Assistant Treasurer, Director of Operations and Recreation Gamroth as Board Secretary, and Superintendent of Recreation Nicholas as Assistant Board Secretary.

The newly elected officers assumed their roles for the remainder of the May 9, 2024, Regular Board Meeting.

## **B. Photo in the Park Winners**

Hollander provided background on the Photo in the Park program and introduced Megan Janus who won Best in Show, 1<sup>st</sup> place in the Youth Category, 2<sup>nd</sup> place in the Fun Category, 2<sup>nd</sup> place in the Youth Category, 2<sup>nd</sup>

place in the Nature Category, and 3<sup>rd</sup> place in the Nature Category. Hollander and the board thanked Megan for the beautiful pictures she submitted that make the Robert W. Rolek Community Center lobby much more welcoming.

#### **C. Asphalt Sealcoat Bid Summary and Recommendation**

Olivares presented the asphalt sealcoat bid summary from the April 25, 2024, bid opening. Olivares noted that she had contacted Patriot Maintenance Inc. numerous times and Patriot had not returned her phone calls, and due to the lack of response Olivares recommended moving forward with Superior Paving Inc. Olivares commented that the district had worked with Superior in the past and had a good working relationship with them.

**MOTION:** Wright moved to accept staff recommendation of Superior Paving Inc. in the amount of \$67,350.00.

**SECOND:** By Secundino.

**VOTE:** By roll call. All ayes. Motion passed.

#### **D. 2024-2025 Fiscal Year Budget – Frist Reading**

Gamroth thanked Baker for her work in preparing the 2024-2025 budget and noted that due to the delayed start of the Hero Park project many of the funds budgeted in last year's budget will be carrying over into the 2024-2025 budget.

Baker said that the district's portion of IMRF increased due to the district's ERI. The rate in 2024 was 8.44% and increased to 10.2%. Baker highlighted some of the capital projects budgeted, including Silver Leaf Glen playground, Washington Park tennis courts, ADA accessible pontoon boat, and the master plan. Gamroth included that the budget contained wages for paid time off for part time employees, and that next month she will be bringing the updated employee classifications and benefits policy to the board for approval.

Alvarez questioned why Hero Park was not listed under the site and capital fund narrative. Baker commented that the money was budgeted for in that fund, and it was an oversight that it was left from the narrative.

Alvarez questioned the decrease in the grant funding line item. Baker explained that in fiscal year 23/24 the district received the final payment from the Sports Center OSLAD project that was completed in 2021.

Wright inquired about the bank transaction fees. Baker explained the bank transaction fees are the credit card transaction fees and ActiveNet fees that are absorbed by the district, the district does not pass on the click charges to the consumers.

Gamroth stated that the budget will be brought back in June for the second reading.

#### **E. Draft 2024-2025 Budget and Appropriate Ordinance**

Gamroth stated that the draft of the ordinance needed to be posted for a minimum of 30 days before final action on the budget could be taken. The board had no questions.

#### **F. Schedule Budget and Appropriation Hearing for June 13, 2024, at 6:00 p.m.**

Gamroth stated that staff recommended scheduling the Budget and Appropriation Hearing for June 13, 2024, at 6:00 p.m., as part of the Regular Board Meeting prior to adoption of the budget and appropriation ordinance.

**MOTION:** Alvarez moved to approve the scheduling of the Budget and Appropriation Hearing at 6:00 p.m. on June 13, 2024, as part of the Regular Board Meeting agenda.

**SECOND:** By Wright.

**VOTE:** By roll call. All ayes. Motion passed.

#### **G. Fawcett Park Update**

Gamroth stated that the Village of Round Lake had reached out to her to see if the Park District would be interested in obtaining six parcels of land that is currently owned by the Village through a donation from the Fawcett family. Pasternak provided information on the parcel's location and condition. Pasternak noted that this area is untouched property and has lake access, and that back in 2012 there were discussions between the Village and Park District in turning this into a passive park. Alveraz inquired if an environmental study should be done. Olivares responded that the property is federally and county protected wetlands. Pasternak stated that the property itself is not underwater and could be approved for grant funding for development. The board directed Gamroth to inform the Village that the Park District is interested in the parcels.

### **VII. NEW BUSINESS**

#### **A. Commissioner Comments**

Commissioners that attended the Legislative Conference on May 7 and 8 in Springfield thanked Katie and Matt for making the arrangements and the opportunity to learn and meet our legislators. Alvarez congratulated Metropulos and Wright on their new board positions.

### **VIII. CONSENT AGENDA**

**A.** Approval of Regular Board Meeting Minutes of April 11, 2024.

**B.** Approval but not release of Executive Session Board Meeting Minutes of April 11, 2024.

**C.** Approval of Cash Expenditure Transactions for the Month of April 2024.

**MOTION:** Pasternak moved to approve the Consent Agenda of May 9, 2024.

**SECOND:** By Wright.

**VOTE:** By roll call. All ayes. Motion passed.

### **IX. COMMITTEE REPORTS**

#### **A. Finance**

##### **1) Monthly Statements**

Baker noted that our tax levy is allocated to appropriately conserve fund balances within our fund balance policy. The levy for each fund can change from year to year.

Baker explained the district has two outstanding bonds: General Obligation Limited Tax Bond Series 2021 for the Sports Center and will be paid off in November of 2028, and the General Obligation Limited Tax Bond Series 2024 that is the districts annual rollover bond to be paid on October 1, 2024. She noted that the Illinois total debt limit is 0.575% of our EAV.

## **B. Program and Facility Monthly Reports**

### **1. Risk Management/Human Resources**

Staff provided a written report.

### **2. Renwood Report**

Staff provided a written report.

Slezak noted that the greens have all recovered from the winter and the weather has been great for growing.

### **3. Recreation Operations Report**

Staff provided a written report.

Nicholas highlighted the 50<sup>th</sup> Disco event and Earth Day celebrations.

Netrefa commented that outdoor field rentals are ready to go.

Hollander highlighted an upcoming breakfast event at the Robert W. Rolek Community Center next month. Alvarez congratulated Costlow for her working in bringing in more sponsors.

### **4. Parks Report**

Staff provided a written report.

Olivares presented the new playground design for Silver Leaf Glen and noted that 90% of the Hero Park equipment had been delivered.

## **X. EXECUTIVE SESSION**

**MOTION:** Pasternak motioned to move into Executive Session at 7:21 p.m. in accordance with the Illinois Open Meeting Action Chapter 5ILCS Section 120/2(c)(1) discussion on appointment, employment, compensation, discipline, performance review of an employee.

**SECOND:** By Wright.

**VOTE:** By Roll Call. All Ayes. Motion passed.

The Executive Session adjourned at 8:17 p.m. and the Regular Meeting reconvened.

**XI. ACTION ON EXECUTIVE SESSION ITEMS AS RELATED TO EMPLOYMENT, DISCIPLINE,  
OR PERFORMANCE REVIEW OF AN EMPLOYEE.**

None

**XII. REGULAR MEETING ADJOURNMENT.**

MOTION: Secundino motioned to adjourn the Regular Meeting of May 9, 2024.

SECOND: Alvarez.

VOTE: By roll call. All ayes. Motion passed.

Park Board President Metropulos adjourned the May 9, 2024, Regular Board Meeting at 8:18 p.m.

Respectfully Submitted.

/s/ Nick Metropulos  
Nick Metropulos, Park Board President

/s/Katie Gamroth  
Katie Gamroth, Board Secretary

6/13/2024  
Date Submitted