

Round Lake Area Park District
Regular Board Meeting
September 14, 2023
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 Timothy Pasternak called the meeting to order at 6:00 p.m. Commissioners in attendance were Sarah Wright and Nick Metropulos. Staff in attendance included: Finance Department Manager Jennifer Baker, Human Resources Manager Jennifer Ruehrdanz, Superintendent of Parks Ane Olivares, Superintendent of Recreation Karyn Nicholas, Superintendent of Facilities Matt Netrefa, Marketing Manager Melissa Hollander, Administrative Operations Manager April Lohr, Renwood Golf Professional Brad Rouse, Renwood Superintendent Sandy Bemis, Dance Supervisor Jessica Desens.

II. PLEDGE OF ALLEGIANCE

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

MOTION: Wright moved to approve Electronic Participation for Commissioner Nathalie Alvarez

SECOND: By Metropulos

VOTE: By roll call. All ayes. Motion Passed Commissioner Alvarez joined the meeting via phone at 6:03 p.m.

IV. AUDIENCE COMMENTS

Neighbors from the Silver Leaf Glen Subdivision in Round Lake appeared before the Board to discuss the acquisition of the neighborhood park by the Park District. Residents Michael Lejdl, Diane Lejdl, Dolly Drath and Donna Harbeck all spoke on the importance of the park to the neighborhood, the value the park brings to homes in the community and the positive use of the park by neighborhood children. President Pasternak thanked them and spoke briefly about the importance of being active in your community and becoming involved to help make positive changes and growth. The neighbors agreed to wait for the discussion item on the matter listed on the agenda.

V. APPROVAL OF THE AGENDA

No changes were made to the posted agenda.

MOTION: Metropulos moved to approve the agenda for the Regular Board Meeting of September 14, 2023, as presented.

SECOND: By wright.

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

VI. DIRECTOR'S REPORTS

A. Update on an Intergovernmental Agreement with the Village of Round Lake regarding the transfer of ownership of Silver Leaf Glen.

Newport reviewed the presented IGA with the Village of Round Lake for the Silver Leaf Glen playground. Newport informed the board of a discussion that was had with the Village of Round Lake inquiring about the Park District owning the entire park parcel instead of the proposed IGA that is specific to the playground area. Newport explained that our park donation policy doesn't allow for the District to obtain the entire park parcel, and the proposed IGA is a good compromise with the Village of Round Lake allowing the neighborhood to have a quality-maintained playground. Olivares stated she has spoken with our regular playground vendors and requested options by December 1, 2023, and once the drawings were received, she would meet with the Silver Leaf Glen HOA or their representatives for their board to vote on which playground they would like. Newport explained that once the official IGA was passed the playground would be budgeted for in the upcoming budget cycle with an anticipated installation in July 2024. Pasternak asked the neighbors that were in attendance if this was a satisfactory outcome, all in attendance agreed and thanked the District. Newport and Olivares will keep the Board and neighbors notified of progress.

B. Notification of Scheduling of BINA HEARING for October 12, 2023.

Finance Department Manager Jennifer Baker notified the Board that there would be a BINA Hearing as part of the October 2023 meeting. That this was informational this month to make sure that they would all be present on October 12.

C. Mano A Mano Gala

Newport explained what the Gala was and the benefit to a strong partnership and co-support with Mano a Mano. The Board expressed their interest in attending and Newport told them he would register them and send additional information over the next few weeks.

D. Notice of Board Vacancy

Newport informed the Board that President Pasternak had met with and received a letter of withdraw from the Board from Massiel Sanchez Giles. Newport then asked the Board how they wished to proceed with the vacancy. The Board agreed that the vacancy posting would extend until October 11, 2023. They would review applicants at that time and schedule interviews for the end of October with the appointment taking place at the November 9, 2023, Regular Board Meeting. Commissioner Alvarez asked where it would be published for residents to which Newport responded on our website and on our Facebook page. They would be refreshed regularly so the post is easy to find. Newport also stated he would send the posting to the Board so they could share it with anyone interested as well. Commissioner Metropulos asked about residents who applied in May for the openings at the time. President Pasternak agreed that there were some great candidates at that time but to maintain transparency in the process we should still post the vacancy and give anyone interested the opportunity to apply.

MOTION: Wright moved to approve the Board Vacancy

SECOND: By Metropulos.

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

VII. CORRESPONDENCE

None.

VIII. NEW BUSINESS

A. Commissioner Comments

Alvarez and Wright both attended the Illinois State Fair and had the opportunity to meet staff from IAPD and commissioners from all over the State. Both expressed gratitude to the District and IAPD for affording them the opportunity.

Alvarez commented that she had visited the new Ellis School playground and complimented staff on a job well done.

IX. CONSENT AGENDA

A. Approval of Regular Board Meeting Minutes of August 10, 2023.

B. Approval of Cash Expenditure Transactions for the Month of August 2023.

MOTION: Wright moved to approve the Consent Agenda of September 14, 2023, as presented.

SECOND: By Metropulos.

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

X. COMMITTEE REPORTS

A. Finance

1) Monthly Statements

Staff provided written statements. Pasternak liked the interest rates the district was receiving on invested funds. Pasternak asked about the amount of money generated from taxes vs. our operating expenses. Baker replied we bring just shy of \$6.2 million from taxes and operate with a \$12+ million budget.

B. Program and Facility Monthly Reports

1. Risk Management/Human Resources

Staff provided a written report.

2. Renwood Report

Staff provided a written report.

Pasternak asked about the breakdown of concession numbers for Renwood. Rouse responded with that it was included in the monthly reports and could pull it separately if wanted. Pasternak said he was confirming that we do have a check and balance on items we are selling and tracking system to determine future sales.

Wright asked about the Bee's and honey and Bemis responded with all is going great and that they are currently training a new staff person to work with the Bees.

3. Recreation Operations Report

Staff provided a written report.

Newport informed the board that Shannon Cahill, Senior Supervisor would be attending and meeting them at the Regular Board Meeting in October 2023.

Marketing Manager Melissa Hollander invited the Board to a Multi-Chamber of Commerce breakfast that we are hosting on Friday 9/22.

Newport reported that senior numbers seem to be doing good and introduced Guest Services staff member and Senior Center Volunteer Roselie Larsen to the Board and thanked her for her hard work with the seniors.

Newport then stated that members of the Recreation Team had been approached by the Village of Round Lake to see if we would allow them to rent a park for an event where they would serve alcohol. The Board agreed that they would consider the request when an official request was submitted.

4. Parks Report

Staff provided a written report.

XI. EXECUTIVE SESSION IN ACCORDANCE WITH ILLINOIS OPEN MEETINGS ACT CHAPTER 5ILCS120(C) (1) DISCUSSION ON APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE REVIEW OR DISMISSAL OF AN EMPLOYEE.

MOTION: Metropulos Motioned to move into Executive Session at 7:30 P.M

SECOND: By Alvarez.

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

XII. EXECUTIVE SESSION ADJOURNMENT.

MOTION: Wright motioned to exit executive session at 8:20 p.m.

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

XIII. REGULAR MEETING ADJOURNMENT.

MOTION: Metropulos Motioned to adjourn the Regular Meeting.
SECOND: Alvarez
VOTE: By roll call. All ayes. Motion passed.

Park Board President Pasternak adjourned the Regular Board Meeting of September 14, 2023, at 8:21 p.m.

Respectfully Submitted.

/s/ Timothy Pasternak
Timothy Pasternak, Park Board President

/s/ Bob Newport
Bob Newport, Executive Director

10/12/23
Date Submitted