Round Lake Area Park District
Regular Board Meeting
June 9, 2016
6:00 p.m.

PLACE OF MEETING:

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

I. ROLL CALL

Park Board President Christine Gentes called the meeting to order at 6:00 pm. Commissioners in attendance were Scott Nickles, Paul Hollingsworth, Tim Pasternak and Christine Gentes. Commissioner Jennifer Blum was absent. Staff in attendance included Executive Director Bob Newport, Business Services Director Carl Hauser, Recreation Services Director Ross Bertone, Parks and Buildings Services Director Jeff Lurquin, Finance Department Manager Karen Jackson, Marketing Manager Jill Ganan, Recreation Facilities Manager Scott McClaskey, CDC Manager Joan Ellis, Golf Pro/Manager Brad Rouse, Golf Grounds Manager Sandy Bemis, Chief of Ranger Police Keith Kalodimos, Parks Manager Ane Olivares, SRSNLC Program Manager Jessica Findley and Building Services Manager Lyle Perry.

II. PLEDGE OF ALLEGIANCE

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

None.

IV. CORRESPONDENCE

News Articles.

V. AUDIENCE COMMENTS

None.

VI. APPROVAL OF THE AGENDA

No changes were made to the posted agenda.

MOTION:	Commissioner Nickles moved to approve the agenda for the Regular Board Meeting of June 9, 2016 as presented.
SECOND:	By Commissioner Hollingsworth.
VOTE:	By roll call. All ayes. Motion passed.

VII. DIRECTOR'S REPORTS

A. Prevailing Wage Ordinance

Executive Director Newport presented Ordinance 2016-06-02 that would adopt the prevailing wage rates in Lake County for workers hired by the park district who may perform construction of public works projects. He stated that this is an annual requirement every June and that the adopted ordinance must then be filed with the Illinois Department of Labor as well as publishing a notice in the local paper noting the ordinance's adoption and availability for public inspection at the park district's main office. He noted that the ordinance this year was different in that the Illinois Department of Labor had not adopted wage rates since July 2015 so therefore language was included which uses the wage rates in effect when the ordinance was adopted and then allowed the district to append any new rates that the IDOL may adopt later. He added that the ordinance's adoption is noted as part of bid packets.

MOTION: Commissioner Nickles moved to adopt Prevailing Wage Ordinance 2016-06-02.
SECOND: By Commissioner Hollingsworth.
VOTE: By roll call. All ayes. Motion passed.

B. Fiscal Year 2016-2017 Budget – Second Reading

Executive Director Newport presented the Fiscal Year 2016-2017 for a second reading and noted that no changes had been made from the first reading. He then asked if the Board had any questions and there being none, he recommended not having the third reading. The Board agreed by consensus that a third reading would not be needed.

C. Draft Budget and Appropriation Ordinance

Executive Director Newport presented a draft of the 2016-2017 Budget and Appropriation Ordinance for the Board to review. He noted that the ordinance was prepared based on the 2016-2017 budget figures and represents the district's legal spending limit. He said that the ordinance in draft form needed to be posted for thirty days prior to final action being taken after having a public hearing. He stated that he would like to schedule the public hearing as part of the Regular Board Meeting Agenda on July 14, 2016 and occur prior to the formal adoption of the budget and appropriation ordinance. The board had no questions or comments.

MOTION: Commissioner Hollingsworth moved to approve the scheduling of the Budget and Appropriation Hearing for July 14, 2016.
SECOND: By Commissioner Nickles.
VOTE: By roll call. All Ayes. Motion passed.

D. Presentation by Hitchcock Design Group of a Draft Action Plan as part of the Agency Master Planning Process

Executive Director Newport introduced Steve Konters from the Hitchcock Group who presented a draft of the Action Plan as part of the Agency's Master Planning Process. Steve stated that previous meetings covered the process; Assessment, Envision, and Prioritization, and at this meeting he would cover the planning phase. Steve noted that in the presentation that the Action Plan was divided by fiscal year and further by the quarters within the fiscal year and across the areas of programs and operations, facilities and parks and open space needs. Steve reviewed the action plan timelines for each fiscal year and noted that each item was placed where is was based on the prioritization of needs but that each item could be moved based on funding or other limiting factors. Commissioner Gentes asked about use of demographic factors in obtaining and using additional space. Steve responded that the quality of the space was important and not the quantity and that the agency should annually assess demographic information in what is needed in all areas. Executive Director Newport stated that the master plan was ambitious and that some items listed may not be accomplished at all or within the timeframe provided. Steve Konters added that the Hitchcock Group would annually return to update the action plan based on the previous years' accomplishments.

VIII. NEW BUSINESS

None.

IX. CONSENT AGENDA

A. Approval of Regular Board Meeting Minutes of May 12, 2016.
B. Approval of Cash Expenditure Transactions for the month of May, 2016.

MOTION: Commissioner Nickles moved to approve the Consent Agenda of June 9, 2016 as presented.
SECOND: By Commissioner Hollingsworth.

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

X. COMMITTEE REPORTS

A. Finance

1) Monthly Statements

Finance Department Manager Karen Jackson presented the monthly financial statements and a written report.

B. Program and Facility Reports

1) Recreation Monthly Reports
Ross Bertone and the recreation staff provided written reports.

2) Golf Course Report
Brad Rouse provided a written report.

3). Golf Course Maintenance Report
Sandy Bemis provided a written report.

4). Ranger Report
Chief Keith Kalodimos provided a written report.

5). Parks Report
Jeff Lurquin provided a written report. Jeff added that the vendor had started installing the new equipment at Shagbark Park.

6). CDC Report
Joan Ellis provided a written report.

7). Marketing Report
Jill Ganan provided a written report. Jill brought a sample packet of the new sponsorship program.

XI. ADJOURNMENT

MOTION: Commissioner Hollingsworth moved to adjourn the Regular Board Meeting of June 9, 2016.
SECOND: By Commissioner Nickles.
VOTE: By Roll Call. All Ayes. Motion passed.

Park Board President Gentes adjourned the Regular Board Meeting of June 9, 2016 at 7:33 p.m.

Respectfully Submitted.

\s\Carl Hauser
Carl Hauser, Park Board Secretary

7/14/2016
Date Approved