

Round Lake Area Park District  
Regular Board Meeting  
May 13, 2021  
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 Paul Hollingsworth called the meeting to order at 6:00 p.m. Commissioners in attendance were Timothy Pasternak, Nick Metropulos and Christine Gentes. Staff in attendance included Executive Director Bob Newport, Business Services Director Carl Hauser, Superintendent of Recreation Katie Gamroth, Finance Department Manager Jennifer Baker and Superintendent of Parks Ane Olivares.

The Pledge of Allegiance was recited before the audience comments section of the meeting.

**II. AUDIENCE COMMENTS**

No comments.

**III. APPROVAL OF THE AGENDA**

Executive Director Newport and the Board agreed to add to the agenda the recital of the Pledge of Allegiance that was inadvertently left off.

**MOTION:** Commissioner Pasternak moved to approve the agenda for the Regular Board Meeting of May 13, 2021 as amended.

**SECOND:** By Commissioner Metropulos.

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

**IV. DIRECTOR'S REPORTS**

**A. Swearing in of Newly Elected Members of the Board of Commissioners**

Park Board Secretary Hauser administered the oath of office to Commissioners Pasternak and Metropulos who were elected to full-terms at the April 6, 2021 Consolidated Election with the results certified by the Lake County Clerk's office.

B. Annual Election of Officers

Executive Director Newport stated per the park district's codes and policies that at the annual meeting the Board would elect officer positions. He said that the President and Vice President positions were elected by the members and that the Treasurer, Secretary, Assistant Treasurer and Assistant Secretary positions could then be appointed by the elected Board President.

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

SECOND: By Commissioner Metropulos.

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

MOTION: Commissioner Gentes moved to nominate Commissioner Hollingsworth as Park District Board President.

SECOND: By Commissioner Metropulos.

There were no other nominations.

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

SECOND: By Commissioner Christine Gentes.

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

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

SECOND: By Commissioner Pasternak.

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

MOTION: Commissioner Hollingsworth moved to nominate Commissioner Gentes as Park District Board Vice President.

SECOND: By Commissioner Metropulos.

There were no other nominations.

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

SECOND: By Commissioner Metropulos.

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

MOTION: Commissioner Pasternak moved to elect Commissioner Hollingsworth as Park District Board President and Commissioner Gentes as Park District Board Vice President.

SECOND: By Commissioner Metropulos.

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

Park Board President Elect Hollingsworth then appointed Commissioner Metropulos as Treasurer, Director of Business Services Hauser as Board Secretary followed by the appointments of Superintendent

of Recreation Gamroth as Assistant Board Secretary and Finance Department Manager Baker as Assistant Treasurer.

The newly elected officers assumed their roles for the remainder of the May 13, 2021 Regular Board Meeting.

#### C. Sports Center Park Bid Results and Recommendations

Superintendent of Parks Ane Olivares stated that nine bids were received for the project and that staff was recommending Clauss Brothers Inc. and that reference and background checks came back positive. Ane added that Hitchcock Design Group, the project manager, had previous working experience with Clauss Brothers Inc. Ane further stated that in addition to the base bid amount, staff also recommended Alternate #1: Change Engineered Wood Fiber to Pour-in-Place Rubber Surfacing at Fitness Stations, Alternate #2: Add Integral Color Mix to Splash Pad Concrete and Alternate #4: Add Plant Material. Executive Director Newport stated that the project bid total was less than Hitchcock Design Group's estimates and that staff was researching what can be added to the OSLAD project. Commissioner Hollingsworth added that he liked other work he had seen the Clauss Brother Inc. build. Commissioner Metropulos asked who Integral Construction was, who had the next lowest base bid, and Ane stated that the Hitchcock Design Group had worked with them previously and that they were an upcoming firm that the park district had not worked with in the past. Commissioner Hollingsworth asked if the splash pad area would be fenced in and Ane answered it would not be needed as the water would need to be turned on and off daily and then winterized through the winter months. Executive Director Newport added that there would be no cost to use the splash pad at the Sports Center Park. Commissioner Hollingsworth asked what the pickleball court surface would be made of and Executive Director Newport said it would be the same as that of tennis courts.

**MOTION:** Commissioner Gentes moved to accept the Base Bid in the amount of \$669,184.55, Alternate #1 for \$34,190.45, Alternate #2 for \$13,480.00 and Alternate #4 for \$40,255.00.

**SECOND:** By Commissioner Pasternak.

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

#### D. Summer Program Updates

Executive Director Newport stated that he had met with the mayor of the Village of Round Lake Beach and discussed the possibility of having a firework display for July 4<sup>th</sup>. He said that the park district would only have to provide the fireworks and that the village would take care of the security if the board was willing. He added that he had Superintendent of Recreation Gamroth reached out to the fireworks vendor and they said they could provide a display on July third as they were booked for the fourth. Commissioner Pasternak asked if firework costs were lower this year since many shows had been canceled and Executive Director Newport said that the minimum amount was \$22,000.00 for a show. Commissioner Metropulos asked what protocol was for a rain date. Executive Director Newport said he was also concerned about drought since spring rain totals were down this year but that in the past the protocol would be the next day, but since that would be the fourth of July and the vendor could not do that day then show would need to be rescheduled. The Board agreed to try and have the firework show on July third.

## E. Budget Presentation Schedule

Finance Department Manager Baker proposed that the first reading of the budget be presented to the board in July and the second reading in August allowing staff as much time as possible to account for latest health guidelines. The Board discussed the schedule and agreed to the proposed budget presentation schedule.

## V. NEW BUSINESS

### A. Commissioner Comments

None.

## VI. CONSENT AGENDA

- A. Approval of the Virtual Regular Board Meeting Minutes of April 8, 2021.
- B. Approval of But Not Release of Virtual Executive Session Minutes of April 8, 2021
- C. Approval of Cash Expenditure Transactions for the Month of April 2021.

MOTION: Commissioner Pasternak moved to approve the Consent Agenda of May 13, 2021 as presented.

SECOND: By Commissioner Metropulos.

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

## VII. COMMITTEE REPORTS

### A. Finance

#### 1) Monthly Statements

Finance Department Manager Baker provided the monthly financial statements for April 2021. There were no board member questions.

### B. Program and Facility Monthly Reports

#### 1. Recreation Report/CDC Report/Marketing/Facilities Report

Recreation staff provided written reports. Superintendent of Recreation Gamroth said that the nature museum had acquired a snake that was rescued, and staff was planning a name the snake contest for fall. Gamroth added that summer camp enrollment had increased to around fifty participants, but special recreation camp had lower interest to date and staff would review when program would begin in the summer as the ability to put a mask on and off was part of the camp program. Executive Director Newport stated that staff would be required to use masks until July, and then mask usage protocols would be up to the park district going forward based on state health guidelines in place going forward. He added that he did not want to put staff in the situation of determining if any participant was vaccinated or not and whether they needed to have a mask or not. Commissioner Hollingsworth asked if the park district could state that a mask was

recommended as opposed to required and Executive Director Newport said that it would be best to be specific based on guidelines provided.

2. Parks Report

Superintendent of Parks Ane Olivares provided a written report. Ane stated that the Rolek Community Center pond fountain was installed and has nine different colored light options that are on from eight to eleven o'clock daily.

3. Renwood Report

Golf course staff provided written reports. Executive Director Newport added that revenue was higher in April compared to previous years and that hopefully with changes in Covid-19 guidelines that the clubhouse could be open sometime during the season. He added the Superintendent of Golf Course Maintenance Sandy Bemis had joined him recently in a meeting with staff from the Lake County Department of Transportation to discuss a bike trail that the county would like to install on the golf course side of Hainesville Road. He stated that the plan is three to four years out and that he requested the county install netting to protect users of the trail from golf balls.

4. Safety Report

Staff provided a written report. Executive Director Newport added that the incident at the Sports Center during an indoor soccer match resulted in a meeting between park district staff and the league organizer whereby those players involved in the altercation were banned from participating in the future.

## **VIII. EXECUTIVE SESSION**

**MOTION:** Commissioner Pasternak moved to go into Executive Session at 6:55 p.m. in accordance with the Open Meetings Act Chapter 5ILCS Section 120/2 (c)(1) for the Appointment, employment, compensation, discipline, performance, or dismissal of an employee; Section 120/2(c)(3) for the Appointment of Public Official, and Section 120/2(c)(21) for the Discussion of Minutes of Meetings lawfully closed to the public whether for the purpose of approval by the body of the minutes or semi-annual review of Minutes.

**SECOND:** By Commissioner Metropulos.

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

The Executive Session adjourned at 7:47 p.m. and the Regular Board Meeting reconvened.

## **IX. CONSIDERATION OF SCHEDULE OF INTERVIEWS AND/OR APPOINTMENT OF PUBLIC OFFICIAL**

The Board asked Executive Director Newport to schedule interviews for Thursday, May 20, 2021 at 6:00 p.m. to interview candidates for the vacant board seat.

## **X. CONSIDERATION OF EXECUTIVE DIRECTOR'S ANNUAL EVALUATION AND COMPENSATION**

The Board discussed with Executive Director Newport his evaluation in the executive session and authorized a one-time \$5,000 bonus for his effort leading the agency during the Covid-19 pandemic.

**MOTION:** Commissioner Pasternak moved to approve a one-time \$5,000.00 bonus for Executive Director Newport.

**SECOND:** By Commissioner Metropulos.

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

## **XI. CONSIDERATION OF RELEASE OF CLOSED SESSION MINUTES BASED ON SEMI-ANNUAL REVIEW**

The Board, as part of the semi-annual review process and staff recommendation, determined that there were no closed session meeting minutes to be released for public inspection.

**MOTION:** Commissioner Metropulos moved, based on the semi-annual review that no previous executive session meeting minutes were to be released for public inspection.

**SECOND:** By Commissioner Pasternak.

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

## **XII. CONSIDERATION OF DESTRUCTION OF CLOSED SESSION TAPES OLDER THAN 18 MONTHS BASED ON SEMI-ANNUAL REVIEW**

The Board as part of the semi-annual review considered the destruction of closed session audio tapes in accordance with Ordinance 2004-01-04.

**MOTION:** Commissioner Gentes moved, based on the semi-annual review, to authorize the destruction of any closed session meeting tapes older than 18 months in accordance with Ordinance 2004-01-04.

**SECOND:** By Commissioner Pasternak.

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

## **XIII. ADJOURNMENT**

**MOTION:** Commissioner Metropulos moved to adjourn the Regular Board Meeting of May 13, 2021.

**SECOND:** By Commissioner Pasternak.

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

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May 13, 2021

Park Board President Hollingsworth adjourned the Regular Board Meeting of May 13, 2021 at 7:53 p.m.

Respectfully Submitted.

/s/Paul Hollingsworth  
Paul Hollingsworth, Park Board President

/s/Carl Hauser  
Carl Hauser, Board Secretary

June 10, 2021  
Date Approved