

Round Lake Area Park District
Regular Board Meeting
February 9, 2017
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 p.m. Commissioners in attendance were Paul Hollingsworth, Jennifer Blum and Christine Gentes. Commissioner Timothy Pasternak was absent. Staff in attendance included Executive Director Bob Newport, Business Services Director Carl Hauser, Recreation Services Director Ross Bertone, Parks and Building Services Director Jeff Lurquin, Finance Department Manager Karen Jackson, Human Resources Manager Jennifer Bye, Chief of Ranger Police Keith Kalodimos, Child Development Center Manager Joan Ellis, Recreation Facilities Manager Scott McClaskey, Special Recreation Services Manager Jessica Findley, Parks Manager Ane Olivares and Building Services Manager Lyle Perry.

II. PLEDGE OF ALLEGIANCE

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

MOTION: Commissioner Hollingsworth moved to approve Commissioner Timothy Pasternak's participation in the meeting via telephone.
SECOND: By Commissioner Blum.
VOTE: By roll call. All ayes. Motion passed.

Commissioner Pasternak then participated in the meeting via telephone at 6:01 p.m. per Board Policy as a quorum was present. Commissioner Pasternak was unable to attend in person due to business travel.

IV. CORRESPONDENCE

None.

V. AUDIENCE COMMENTS

None.

VI. APPROVAL OF THE AGENDA

No changes were made to the posted agenda.

MOTION: Commissioner Hollingsworth moved to approve the agenda for the Regular Board Meeting of February 9, 2017 as presented.

SECOND: By Commissioner Pasternak.
VOTE: By roll call. All ayes. Motion passed.

VII. DIRECTOR'S REPORTS

A. Updated CenCom E-9-1-1 Public Safety Intergovernmental Agreement

Executive Director Newport presented an updated intergovernmental agreement for CenCom E-9-1-1 services that added the First Fire Protection District of Antioch. He stated that this was a regular procedural process that happened whenever there was a change in the membership of CenCom.

MOTION: Commissioner Blum moved to approve the terms of the CenCom E-9-1-1 Intergovernmental Agreement adding the First Fire Protection District of Antioch.

SECOND: By Commissioner Hollingsworth.

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

B. Investment Policy Annual Review

Executive Director Newport stated that the District's legal firm in February 2015, had reviewed the policy and made changes to bring the policy in compliance with the latest changes to Illinois code. He added that no new changes were proposed.

MOTION: Commissioner Pasternak moved to approve Section 15 of the Board & Administration Manual covering the Investment Policy.

SECOND: By Commissioner Hollingsworth.

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

C. Raymond Park Easement

Executive Director Newport presented an agreement from the Village of Round Lake requesting a permanent easement for a water system substation located in the back quadrant of Raymond Park. He stated that the overall impact to the park would be minimal and that the terms of the agreement required regular upkeep as well as a complete restoration to any damaged park property. He asked Round Lake Village Administrator Steve Shields if he had anything to add about the project and Steve said that the substation would add water pressure to homes in the area south of State Route 120. Commissioner Pasternak asked if any trees would be removed and Village of Round Lake Public Works Director Adam Wedoff said there was no intention to remove any trees. Mr. Wedoff said that the project would not begin for approximately eight months as there was other work to be done to bring the water pipes to the area of the substation. Mr. Wedoff added that the target date to turn the water on would be sometime in 2018. Commissioner Hollingsworth asked if they would access the location in the park from Chardon Road and Mr. Shields said yes and added if the agreement was approved by the park district the plan was to bring it to the Round Lake Village Board on February 21, 2017.

- MOTION: Commissioner Hollingsworth moved to approve the Intergovernmental Agreement requesting an easement for a water main system substation on the Park District's Raymond Park property.
- SECOND: By Commissioner Blum.
- VOTE: By roll call. All ayes. Motion passed.

D. CDC Annual Report

Executive Director Newport presented the annual Child Development Center (CDC) Annual Report and Proposed Goals for 2017-2018 and turned the lead of the discussion to CDC Manager Joan Ellis. Joan mentioned that the center had received the Gold Circle of Quality through Gateways for Opportunities and ExceleRate Illinois. Joan added that staff had successfully renewed the Department of Children and Family Services (DCFS) licensing for the Robert W. Rolek Community Center for the Full-Day, Half-Day and School Age programs. Joan added that the annual survey of local child care center rates was included in the information presented and how the district's rates compared. Joan asked if there were any questions on the content of the report. Commissioner Gentes asked for clarification that the rates for the other child care locations were for 2017 and Joan stated they were. Commissioner Gentes also asked if there was any interest for after school care at Pleviak and Joan said there was not as a member of her staff had been onsite gauging interest with participants. Commissioner Blum asked about the downtrend in the overall numbers in the programs. Joan stated that the community was aging and that there currently had been increased interest in the two to three year old range but that pre-kindergarten and after school age was lower. Commissioner Blum asked if marketing of the center was an issue. Executive Director stated that marketing was not an issue and that the past history of the center had periods where number went up and down in cycles. The board congratulated the CDC staff on achieving the Gold Circle of Quality. Executive Director Newport thanked Joan Ellis for rescheduling her vacation days over the December holidays to accommodate DCFS in the licensing renewal process.

- MOTION: Commissioner Blum moved to approve the fee increase of 3% for the Full-Day, Half-Day and School Age program for the 2017-2018 school year as outlined in the report.
- SECOND: By Commissioner Hollingsworth.
- VOTE: By roll call. All ayes. Motion passed.

E. Pool Filter Replacement

Executive Director Newport presented the results of a proposal sent out by Jim Lueders of Innovative Aquatic Design for the installation of the new pool filters. He said that results were received from four contractors to Mr. Lueders and himself and that all four contractors were Illinois Department of Public Health certified to work on public swimming pools and recommended by Mr. Lueders of being capable of completing the project satisfactorily. He stated that staff was recommending the proposal of Aqua Pure Enterprises, Inc. in the amount of \$21,276.00 to remove the old equipment and install the new pool filters for the Aquatic Center. Commissioner Hollingsworth asked if the proposal also included disposal of the old filters. Jeff Lurquin said yes and that a special haul dumpster was needed for the equipment because of the sand in the filters. Jeff added that representatives from Aqua Pure Enterprises, Inc. would also come back out when the

district started up the filters for the pool season to check for leaks and do any training required. Executive Director Newport stated that the total project cost including the filters would be \$69,725.00.

MOTION: Commissioner Pasternak moved to accept the proposal from Aqua Pure Enterprises, Inc. in the amount of \$21,276.00 for the removal, installation and disposal of the Aquatic Center pool filter equipment.
SECOND: By Commissioner Blum.
VOTE: By roll call. All ayes. Motion passed.

VIII. NEW BUSINESS

None.

IX. CONSENT AGENDA

- A. Approval of Regular Board Meeting Minutes of January 12, 2017.
- B. Approval of but Not Release of Regular Board Meeting Executive Session Minutes of January 12, 2017
- C. Approval of Cash Expenditure Transactions for the month of January, 2017.

MOTION: Commissioner Hollingsworth moved to approve the Consent Agenda of February 9, 2017 as presented.
SECOND: By Commissioner Pasternak.
VOTE: By roll call. All ayes. Motion passed.

X. COMMITTEE REPORTS

A. Finance

1) Monthly Statements

Finance Department Manager Karen Jackson provided the monthly financial statements and a written report. Karen added that work had started on budgets and that Jennifer Baker in her department was assisting her this year.

B. Program and Facility Reports

1) Recreation Report

Ross Bertone and the recreation staff provided written reports. Ross noted that the Frosty Footrace was being held on February 26, 2017 and that the Aquatics staff had earned the 2016 Gold International Aquatic Safety Award. The Board congratulated the aquatics staff for the award. Commissioner Pasternak asked about the 2,000 costumes that were order for the upcoming recital. Ross stated that the number included those participants who were in multiple classes and that costumes were an additional cost to participants. Commissioner Pasternak also asked how "James and the Giant Peach"

could be presented by the Huebner Fishery Management Foundation. Ross said that staff was able to inject more nature and water theme content into the play and therefore promote the Huebner Fishery Management Foundation. Commissioner Gentes asked Scott McClaskey if there is a charge for events at the Sports Center and Scott said there was an hourly fee for field use.

2) Golf Course Report

Brad Rouse provided a written report. Executive Director Newport noted that the Groundhogs Day Open House event resulted in the sale of approximately \$19,000 in season pass sales and additional usage of the Skytrak golf simulation system.

3). Golf Course Maintenance Report

Sandy Bemis provided a written report. Executive Director Newport stated that the golf staff was hopeful that the weather would cooperate and that the course would dry out for an end of February opening.

4). Ranger Report

Chief Keith Kalodimos provided a written report. Keith added that staff was looking at vendors for security camera work at the Sports Center. Commissioner Gentes asked if dates had been set for the Reach One program and Keith said that they would be in July.

5). Parks Report

Jeff Lurquin provided a written report. Commissioner Pasternak asked if the Round Lake Beach village board had any concerns with the proposed park at 1331 Round Lake Drive. Jeff said that they had one minor concern regarding the pier as to whether it was floating or not and that he informed them it was not. Jeff added that the village board passed the ordinance and were supportive of the project.

6). CDC Report

Joan Ellis provided a written report. Commissioner Pasternak asked Joan one item she learned at the Chicago Association for the Education of Young Children's conference she attended. Joan stated that she learned about preschool expulsions and suspensions that centers could utilize. Commissioner Pasternak also asked if parents had any pushback about fundraising events run by the center. Joan said no that parents were willing to support the fundraiser if they could and that there was a stated objective for the use of raised funds.

7). Marketing Report

Jill Ganan provided a written report. Commissioner Pasternak asked what staff does with feedback from the conference brochure competition judging. Executive Director Newport stated that the district tries to improve the brochure within the constraints of the budget.

8). Risk Management Report

Jennifer Bye provided a written report. Commissioner Pasternak asked if there was any repercussion to the district for the child needing stitches after being pushed into a table

by another child. Joan Ellis stated that the child doing the pushing was no longer in the program after meeting with the parents it was felt that the program was not a right fit. Executive Director Newport said that parents sign waivers and if staff felt a claim would be made the information is sent to PDRMA for risk management and any questions would be directed to their claims staff.

XI. ADJOURNMENT

MOTION: Commissioner Hollingsworth moved to adjourn the Regular Board Meeting of February 9, 2017.

SECOND: By Commissioner Blum.

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

Park Board President Gentes adjourned the Regular Board Meeting of February 9, 2017 at 6:48 p.m.

Respectfully Submitted.

\s\Carl Hauser
Carl Hauser, Park Board Secretary

3/9/2017
Date Approved