

Round Lake Area Park District
Regular Board Meeting
July 14, 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 and Christine Gentes. Commissioners Jennifer Blum and Timothy Pasternak were absent. Staff in attendance included Executive Director Bob Newport, Business Services Director Carl Hauser, Parks and Buildings Services Director Jeff Lurquin, Finance Department Manager Karen Jackson, Marketing Manager Jill Ganon, 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

MOTION: Commissioner Hollingsworth moved to approve Commissioner Timothy Pasternak's participation in the meeting via telephone.
SECOND: By Commissioner Nickles.
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

Executive Director Newport stated that changes to the posted agenda included Director's Reports Item A should read Introduction of New Staff and that there would be no Executive Session items.

MOTION: Commissioner Hollingsworth moved to approve the agenda for the Regular Board Meeting of July 14, 2016 as amended.
SECOND: By Commissioner Nickles.
VOTE: By roll call. All ayes. Motion passed.

VII. DIRECTOR'S REPORTS

A. Introduction of New Staff

Executive Director Newport had Buildings Services Director Jeff Lurquin introduce Austin Price who accepted the position of Parks Laborer 1 and Finance Department Manager Karen Jackson introduce Jennifer Baker who accepted the position of Staff Accountant. The Board welcomed both to the Round Lake Area Park District.

B. Budget & Appropriation Hearing

MOTION: Commissioner Nickles moved to open the Budget and Appropriation Hearing at 6:04 p.m.
SECOND: By Commissioner Pasternak.
VOTE: By roll call. All Ayes. Motion passed.

Executive Director Bob Newport read aloud the budgeting process, how the ordinance related to the District's tax levy and that the ordinance was the district's legal document for expenditure limits. He explained that the Budget and Appropriation Ordinance in its tentative form had been posted for a minimum of thirty days and that publication of the notice of the Budget and Appropriation Hearing was made in accordance with State of Illinois Statutes. He added that after passage the ordinance is then required to be filed with the Lake County Clerk's office.

The Board provided an opportunity for public comment and questions; and as there were none, a motion was made to adjourn the hearing.

MOTION: Commissioner Nickles moved to adjourn the Budget and Appropriation Hearing at 6:06 p.m.
SECOND: By Commissioner Hollingsworth.
VOTE: By roll call. All Ayes. Motion passed.

C. Budget and Appropriation Ordinance 2016-07-03

Executive Director Newport stated that no changes had been made to the previously posted draft of the ordinance. There was no further discussion and he recommended adopting the ordinance as presented.

MOTION: Commissioner Hollingsworth moved to adopt the 2016-2017 Budget and Appropriation Ordinance 2016-07-03.
SECOND: By Commissioner Nickles.
VOTE: By roll call. All Ayes. Motion Passed.

D. 1502 Beverly Drive Update

Executive Director Newport reported that the home had been knocked down and that the contractor hired by the Village of Round Lake Beach was in the process of cleaning up the property so that the park district could take ownership. He added that the district's shared cost would be approximately \$4,444.00. Commissioner Gentes asked about the status of the Country Walk wetlands land transfer and the check for wetland maintenance. Executive Director Newport said that he had received an email from village staff requesting the attorney's involved from Ancel, Glink ... to complete all outstanding land transfer issues where the park district is involved.

E. Discussion on the Acceptance of Vacant/Clear Property Located Adjacent to Cedar Valley Park in Round Lake

Executive Director Newport stated that staff had been approached by the owner of a parcel of land next to Cedar Valley Park whom would like to donate the property clean and clear to the park district. He said that the land had been owned by the family for a number of years and is not suitable for building and they now live out of the area. He further said that Lake County owns the parcel next to this lot that they acquired from a previous tax sale. He stated that staff had reviewed the property and would like to seek approval for the process for receiving the property following a review for liens and/or tax issues by the district's legal representatives. He added that the owners would like to do a quick claim deed. Commissioner Hollingsworth asked where the wooded area started in relation to the property and Parks and Buildings Services Director Jeff Lurquin stated that the woods do not start until you near the property line with the lake county parcel. Jeff reviewed with the Board members a drawing that showed the land owned by the park district, Lake County and the village.

MOTION: Commissioner Nickles moved to authorize staff to perform due diligence with the district's legal counsel to acquire the property and contingent on obtaining a clear title.

SECOND: By Commissioner Pasternak.

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

VIII. NEW BUSINESS

None.

IX. CONSENT AGENDA

A. Approval of Regular Board Meeting Minutes of June 9, 2016.

B. Approval of Cash Expenditure Transactions for the month of June, 2016.

MOTION: Commissioner Hollingsworth moved to approve the Consent Agenda of July 14, 2016 as presented.

SECOND: By Commissioner Nickles.

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. Karen added that Fiscal Year 2015-2016 ended on June 30, 2016 and that the external auditors would be onsite the week of September 19, 2016.

B. Program and Facility Reports

1) Recreation Quarterly Reports

Ross Bertone and the recreation staff provided written reports. Jessica Findley presented a display board check for \$1,000 that was presented to the Special Recreation Services staff by representatives from Jewel Food Stores at their recent Grand Re-Opening held on July 13, 2016. The donation was made to the Friends of the Round Lake Area Parks Foundation. Jessica also noted that there were nine Special Olympic athletes that competed at the state games. Executive Director Newport stated that the athletes and volunteers were invited to attend the September Regular Board Meeting for recognition.

Scott McClaskey stated that the pool staff was recently audited and received an Exceeded standards rating. Commissioner Gentes asked what the agency received overall last year and Scott stated that the district received the Platinum Award that put the district in the top 10% of all Ellis & Associates clients across the country. Scott added that the district was also hosting the conference swim meet on July 27, 2016.

2) Golf Course Report

Brad Rouse provided a written report. Brad stated that the First Tee program had five separate classes going at once based on a combination of skill and age.

3). Golf Course Maintenance Report

Sandy Bemis provided a written report.

4). Ranger Report

Chief Keith Kalodimos provided a written report. Keith stated that the 2016 Reach One program started on July 13, 2016 and that the children swam at the pool and had a cookout.

5). Parks Report

Jeff Lurquin provided a written report. Jeff stated that Shagbark Park had re-opened after the renovation. Commissioner Pasternak asked about baseball field use and Jeff stated that they currently do not get a lot of use, even those at the Avon Township complex.

6). CDC Report

Joan Ellis provided a written report. Joan stated that the State of Illinois had a new process to receive funding for child care meal assistance and that staff was completing the paperwork. Commissioner Pasternak asked if there was any drop in enrollment in Full-day Preschool during the summer. Joan stated that there was not this year and that there was a trade-off with camps regarding before and after school participants as well as Half-day Preschool participants as those programs do not run in summer.

7). Marketing Report

Jill Ganan provided a written report. Scott McClaskey thanked Jill Ganan and the marketing staff for their work on sponsorships and for the Granola bar handouts at Movie Night program.

8). Risk Management Report

Carl Hauser provided a written report.

XI. EXECUTIVE SESSION

None.

XII. ADJOURNMENT

MOTION: Commissioner Pasternak moved to adjourn the Regular Board Meeting of July 14, 2016.

SECOND: By Commissioner Hollingsworth.

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

Park Board President Gentes adjourned the Regular Board Meeting of July 14, 2016 at 6:53 p.m.

Respectfully Submitted.

\s\Carl Hauser
Carl Hauser, Park Board Secretary

8/11/2016
Date Approved