

Round Lake Area Park District  
Regular Board Meeting  
June 13, 2019  
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 Jennifer Blum called the meeting to order at 6:00 p.m. Commissioners in attendance were Christine Gentes, Paul Hollingsworth, and Jennifer Blum. Commissioner Michael Blum was absent. Staff in attendance included Executive Director Bob Newport, Business Services Director Carl Hauser, Parks & Building Services Director Jeff Lurquin, Finance Department Manager Jennifer Baker, and Superintendent of Recreation Katie Gamroth.

**II. PLEDGE OF ALLEGIANCE**

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

None.

**IV. CORRESPONDENCE**

- a) Grant High School Thank You Letter
- b) Thank You Cards

**V. AUDIENCE COMMENTS**

Patrick Duby, the Commissioner elected at the April 2, 2019 Consolidated Election, who said he was unable to make the swearing in ceremony at the May 9, 2019 Regular Board Meeting due to family emergency out of state read a statement to the Board announcing that he would not be accepting the seat of Park District Commissioner. The letter Patrick read is attached to these minutes for the record.

**VI. APPROVAL OF THE AGENDA**

Executive Director Bob Newport said that Item A – Swearing in of Newly Elected Commissioner was no longer needed therefore the Fiscal Year 2019-2020 Budget – Second Reading would be moved up to Item A.

**MOTION:** Commissioner Paul Hollingsworth moved to approve the agenda for the Regular Board Meeting of June 13, 2019 as amended.  
**SECOND:** By Commissioner Christine Gentes.  
**VOTE:** By roll call. All ayes. Motion passed.

## VII. DIRECTOR'S REPORTS

### A. Fiscal Year 2019-2020 Budget – Second Reading

Executive Director Bob Newport presented the second reading of the Fiscal Year 2019-2020 Budget document and stated that no changes had been made and asked if there were any further questions or comments. There were no further questions but both the Board and Executive Director Bob Newport wanted to thank Finance Department Manager Jennifer Baker for her work in compiling the budget and keeping staff on schedule.

### B. Budget and Appropriation Public Hearing June 13, 2019 at 6:00 p.m.

**MOTION:** Commissioner Christine Gentes moved to open the Budget and Appropriation Hearing at 6:07 p.m.

**SECOND:** By Commissioner Paul Hollingsworth.

**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 Paul Hollingsworth moved to adjourn the Budget and Appropriation Hearing at 6:09 p.m.

**SECOND:** By Commissioner Christine Gentes.

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

### C. Budget and Appropriation Ordinance 2019-06-02

Business Services Director Carl Hauser stated that no changes had been made to the previously posted draft of the ordinance. He recommended adopting the ordinance as presented. The Board did not have any questions.

**MOTION:** Commissioner Christine Gentes moved to adopt the 2019-2020 Budget and Appropriation Ordinance 2019-06-02.

**SECOND:** By Commissioner Paul Hollingsworth.

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

#### D. 2019 Shuttle Bus Bid Summary and Staff Recommendation 2019-2020

Superintendent of Recreation Katie Gamroth presented the bid summary for a fourteen passenger shuttle bus that would primarily be used for transporting paddling program participants and other Huebner programs as well as senior programming when a paratransit lift is not needed. She stated that the shuttle bus was included in the 2018-2019 budget and that two sealed bids were received and that staff was recommending the Alternate Bid of Midwest Transit Equipment in the amount of \$56,770.00. Katie said that the alternate was for the Starcraft model that had a longer warranty with upgraded amenities and that the dealer had in stock. Executive Director Bob Newport added that the Huebner Fund would pay for the purchase of the shuttle bus.

**MOTION:** Commissioner Paul Hollingsworth moved to accept the Alternate Bid of Midwest Transit Equipment in the amount of \$56,770.00 for a fourteen passenger shuttle bus.

**SECOND:** By Commissioner Christine Gentes.

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

#### VIII. NEW BUSINESS

##### A. Commissioner Comments

Commissioner Jennifer Blum said that both she and Commissioner Michael Blum would be out of town for the scheduled July 11, 2019 Regular Board Meeting and that she would be on business travel the week of July 15, 2019. Executive Director Bob Newport said that he asked legal counsel and that the Board is not required to have a meeting if they wanted to have July's regular monthly reports included with August items as the Board would also need to discuss the vacant board seat. The Board discussed their options and decided to cancel the July 11, 2019 meeting, that there would be no special meeting scheduled and that the next meeting would be the regularly scheduled meeting on August 8, 2019.

#### IX. CONSENT AGENDA

A. Approval of the Regular Board Meeting Minutes of May 9, 2019.

B. Approval of Cash Expenditure Transactions for the month of May, 2019.

**MOTION:** Commissioner Paul Hollingsworth moved to approve the Consent Agenda of June 13, 2019 as presented.

**SECOND:** By Commissioner Christine Gentes.

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

#### X. COMMITTEE REPORTS

##### A. Finance

###### 1) Monthly Statements

Finance Department Manager Jennifer Baker provided the monthly financial statements.

**B. Program and Facility Reports**

- 1) **Recreation Report**  
Katie Gamroth and the Recreation Department staff provided written reports. Katie added that online registrations had increased for the month of May from 67 in 2018 to 175 in 2019 with 67% of the 2019 revenue being for summer camp.
- 2) **Golf Course Report**  
Brad Rouse and Sandy Bemis provided a written report. Executive Director Bob Newport stated that record rainfall impacted play at Renwood with the report noting that 50% of scheduled leagues and outings were cancelled.
- 3) **Parks Report**  
Jeff Lurquin provided a written report.
- 4) **CDC Report**  
Joan Ellis provided a written report. Executive Director Bob Newport stated that the pre-school rooms are prepared at the Sports Center in time for the planned open houses.
- 5) **Risk Management Report**  
Jennifer Bye provided a written report.
- 6) **Ranger Report**  
Keith Kalodimos provided a written report.

**XI. EXECUTIVE SESSION**

**MOTION:** Commissioner Christine Gentes moved to go into Executive Session at 6:22 p.m. in accordance with the Open Meetings Act Chapter 5ILCS Section 120/2(c)(5) or 2(c)(6) for the purchase, sale or lease of real property for the use of the public body.

**SECOND:** By Commissioner Paul Hollingsworth.

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

The Executive Session adjourned at 6:30 p.m. and the Regular Board Meeting reconvened.

**XII. ADJOURNMENT**

**MOTION:** Commissioner Christine Gentes moved to adjourn the Regular Board Meeting of June 13, 2019.

**SECOND:** By Commissioner Paul Hollingsworth.

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

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Park Board President Jennifer Blum adjourned the Regular Board Meeting of June 13, 2019 at 6:31 p.m.

Respectfully Submitted.

/s/Jennifer Blum  
Jennifer Blum, Park Board President

/s/Carl Hauser  
Carl Hauser, Board Secretary

August 20, 2019  
Date Approved