

Round Lake Area Park District
Regular Board Meeting
May 9, 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 Timothy Pasternak, Christine Gentes, Michael Blum, Paul Hollingsworth, and Jennifer Blum. 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

None.

V. AUDIENCE COMMENTS

None.

VI. APPROVAL OF THE AGENDA

No changes were made to the posted agenda.

MOTION: Commissioner Timothy Pasternak moved to approve the agenda for the Regular Board Meeting of May 9, 2019 as presented.

SECOND: By Commissioner Michael Blum.

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

VII. DIRECTOR'S REPORTS

A. Swearing in of Newly Elected Board Commissioners

Commissioner elect Patrick Duby, who was elected at the April 2, 2019 Consolidated Election, did not show for his oath of office.

The Board of Commissioners presented a plaque to outgoing Commissioner Timothy Pasternak for his service to the park district from July 13, 2006 through May 9, 2019. He then left the meeting.

B. Annual Election of Officers

Executive Director Bob Newport stated per the 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 Christine Gentes moved to open the nominations for Park District Board President.

SECOND: By Commissioner Paul Hollingsworth.

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

MOTION: Commissioner Michael Blum moved to nominate Commissioner Jennifer Blum as Park District Board President.

SECOND: By Commissioner Christine Gentes.

There were no other nominations.

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

SECOND: By Commissioner Michael Blum.

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

MOTION: Commissioner Christine Gentes moved to elect Commissioner Jennifer Blum as Park District Board President.

SECOND: By Commissioner Michael Blum.

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

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

SECOND: By Commissioner Michael Blum.

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

MOTION: Commissioner Michael Blum moved to nominate Commissioner Paul Hollingsworth as Park District Board Vice President.

SECOND: By Commissioner Christine Gentes.

There were no other nominations.

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

SECOND: By Commissioner Michael Blum.

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

MOTION: Commissioner Christine Gentes moved to elect Commissioner Paul Hollingsworth as Park District Board Vice President.
SECOND: By Commissioner Michael Blum.
VOTE: By roll call. All ayes. Motion passed.

Park Board President Jennifer Blum appointed Commissioner Michael Blum as Treasurer, then appointed Director of Business Services Carl Hauser as Park District Board Secretary followed by the appointments of Superintendent of Recreation Katie Gamroth as Assistant Park District Board Secretary and Finance Department Manager Jennifer Baker as Assistant Treasurer.

The newly elected officers assumed their roles for the remainder of the May 9, 2019 Regular Board Meeting.

C. Fiscal Year 2019-2020 Budget – First Reading

Executive Director Bob Newport presented the Fiscal Year 2019-2020 Budget document.

The Park District Board discussed the presented Fiscal Year 2019-2020 Budget and had the following questions:

- Commissioner Christine Gentes asked about the CenCom charges for \$10,420 as the Police Fund is being eliminated. Executive Director Newport noting that the park district is contracted to the end of the CenCom fiscal year as part of the withdraw process which goes until April 30, 2020.
- Commissioner Michael Blum asked what vehicle purchases were included. Executive Director Newport said that a Parks Department truck is being replaced and that there are no purchases for any staff vehicles for personal commuting.
- Commissioner Jennifer Blum asked why the Impact Fee Fund showed a zero dollar balance at year end. Business Services Director Carl Hauser said that the Impact Fees from the Emerald Bay Subdivision are carried from year to year to use for capital projects or purchases and the budget allows for the spending of these funds if needed.

Commissioner Michael Blum asked what the projected 2019 property tax levy was in the budget and whether based on what the State of Illinois does regarding property tax relief if future levies could be lowered and Director of Business Services Carl Hauser said the 2019 levy was estimated at a 2.1% increase but could be lower once the CPI for 2018 is published and that staff could look at future spending needs to lower extension requests.

Commissioner Christine Gentes asked about looking at outside Special Recreation Associations. Executive Director Newport stated that Special Recreation Association of Central Lake County (SRACLC) was still interested in serving the area and it may make sense in the future as they have staff that have certifications that could help with participant assessments.

Executive Director Newport discussed the second reading of the budget for May 23, 2019 but it was determined that a quorum would not be available that day so the second reading was moved to the Regular Board Meeting scheduled for June 13, 2019.

D. Draft Budget and Appropriation Ordinance

Executive Director Bob Newport presented a draft of the 2019-2020 Budget and Appropriation Ordinance for the Board to review. He noted that the ordinance was prepared based on the 2019-2020 budget figures and represented the park district's legal spending limit. He added that the appropriation figures are set higher to allow for the expenditures of revenues, if needed, that are greater than budgeted amounts.

Executive Director Newport then stated that he would like to schedule the budget and appropriation public hearing as part of the Regular Board Meeting Agenda on June 13, 2019 and that the hearing would occur prior to the formal adoption of the budget and appropriation ordinance. He added that a draft of the budget and appropriation ordinance would be posted at the park district's office after the May 9, 2019 meeting for at least 30 days and that a notice of the public hearing would be published in a local newspaper at least seven days prior to the hearing date as required by law. The board had no questions or comments.

MOTION: Commissioner Christine Gentes moved to approve the scheduling of the Budget and Appropriation Hearing for June 13, 2019.

SECOND: By Commissioner Paul Hollingsworth.

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

E. Avon Multi-Agency Resource Center

Executive Director Bob Newport presented a letter from Avon Township Supervisor Terry Wilke inviting the park district to participate in the Avon Multi Agency Resource Center (AMARC) for emergency response to major events and that Avon Township would provide the land, building and \$50,000 in funding for the center. He said that the district could store equipment and possibly bulk storage of salt and that the request was looking for interest from local agencies at this time. Commissioner Christine Gentes ask what would be the cost to the district and he said he was not sure what the cost would be or how it was to be determined. He added that the focus would be for disaster relief so it could be determined what resources were available and provide a central location in order to respond. The Board said that they were interested in the plan and instructed Executive Director Newport to relay that interest.

VIII. NEW BUSINESS

A. Commissioner Comments

None.

IX. CONSENT AGENDA

A. Approval of the Regular Board Meeting Minutes of April 11, 2019.

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

MOTION: Commissioner Christine Gentes moved to approve the Consent Agenda of May 9, 2019 as presented.

SECOND: By Commissioner Paul Hollingsworth.

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 for the May performance of Little Mermaid staff tried online sales through the registration software. The attempt was to try to limit ticket purchases to a maximum of six but due to software issues it did not work and instead a ticket night purchase event was held at the registration desk. Katie said staff would research other software providers to try and do future online ticket sales. Katie stated that the park district did sell concessions at the performances.

2) Golf Course Report

Brad Rouse and Sandy Bemis provided a written report.

Snow and rain impacted play for the month.

3) Parks Report

Jeff Lurquin provided a written report.

Jeff added that the front ramp concrete replacement work started the week of May 6, 2019 and should take a week. He also noted that the pool main drain repair work was completed and passed inspection so staff could begin filling the pool the week of May 13, 2019.

4) CDC Report

Joan Ellis provided a written report.

Executive Director Newport stated that the transition from the Site II location to the Sports Center classrooms should be completed by June 10, 2019 in time for the planned open-house event. Commissioner Michael Blum asked what the plans were for the Site II building and Executive Director Newport said the plan was to knock down the building and that a pavilion is planned in the 2019-2020 budget.

5) Risk Management Report

Jennifer Bye provided a written report.

6) Ranger Report

Keith Kalodimos provided a written report.

XI. ADJOURNMENT

MOTION: Commissioner Michael Blum moved to adjourn the Regular Board Meeting of May 9, 2019.

SECOND: By Commissioner Paul Hollingsworth.

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

Park Board President Jennifer Blum adjourned the Regular Board Meeting of May 9, 2019 at 7:43 p.m.

Respectfully Submitted.

/s/Jennifer Blum
Jennifer Blum, Park Board President

/s/Carl Hauser
Carl Hauser, Board Secretary

June 13, 2019
Date Approved