

Round Lake Area Park District
Regular Board Meeting
March 14, 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, Michael Blum, Paul Hollingsworth, and Jennifer Blum. Commissioner Timothy Pasternak 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, Superintendent of Recreation Katie Gamroth, and Child Development Center Manager Joan Ellis.

II. PLEDGE OF ALLEGIANCE

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

MOTION: Commissioner Christine Gentes moved at 6:01 p.m. to approve Commissioner Timothy Pasternak's participation in the meeting via telephone.
SECOND: By Commissioner Michael Blum.
VOTE: By roll call. All Ayes. Motion passed.

IV. CORRESPONDENCE

None.

V. AUDIENCE COMMENTS

None.

VI. APPROVAL OF THE AGENDA

No changes were made to the posted agenda.

MOTION: Commissioner Christine Gentes moved to approve the agenda for the Regular Board Meeting of March 14, 2019 as presented.
SECOND: By Commissioner Michael Blum.
VOTE: By roll call. All ayes. Motion passed.

VII. DIRECTOR'S REPORTS

A. Facility Use Discussion

Executive Director Bob Newport presented operational and financial information on the Sports Center's operation. He said the facility struggles financially and should be branded as a community center that would potentially allow for a greater range of programming options as the park district looks to the future. He stated that the facility is being supported by tax dollars and does not meet the definition of an enterprise fund that is to be a self-supporting government fund that sells goods and services to the public for a fee. He added that per the Master Plan, staff would like to bring in a consultant/architectural/design firm to work with staff to create financially and environmentally sustainable buildings for both the Rolek Community Center and the Sports Center. He further added that a review of all programs could be done to see where each fits and keep the Sports Center hours shorter. Commissioner Michael Blum asked does the Sports Center annually lose money and Executive Director Bob Newport said it does, over \$500,000.00 a year as the majority of the bond payments are paid from other district funds. Executive Director Bob Newport added that an architect would design any renovation concepts and then a builder would do the work. He said that the plan would be to use operational funds on hand and phase in any changes over time. Commissioner Michael Blum asked if there was any historical data on what was proposed to offer at the Sports Center when it was built. Commissioner Christine Gentes answered that a survey was done as to what was wanted by the community and that fitness centers were saturated in the area at the time and an indoor pool would not carry a facility's cost. She added that a mistake was made to only build one indoor field. Executive Director Newport said that the Sports Center is one of the few facilities that have dasher boards around the field. Commissioner Michael Blum asked if the Sports Center was always set to run at a loss and Executive Director Bob Newport said no that it was proposed to make money. He added that going forward the park district should be cautious and not use NRPA guidelines for what communities should have but instead to use local need and what fits the community.

MOTION: Commissioner Christine Gentes moved to authorize staff to issue a request for proposal for the design/renovation work at both the Rolek Community Center and the Sports Center facilities.

SECOND: By Commissioner Michael Blum.

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

B. Regular Meetings Ordinance 2019-03-01

Executive Director Bob Newport presented the Regular Meetings Ordinance for Fiscal Year 2019-2020. He stated that the ordinance could be passed if the Board did not have any issues with the dates. The Board had no objections to the dates.

MOTION: Commissioner Michael Blum moved to approve the Regular Meetings Ordinance 2019-03-01 for Fiscal Year 2019-2020.

SECOND: By Commissioner Paul Hollingsworth.

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

C. CDC Annual Report

Executive Director Bob Newport presented the CDC Annual Report covering programs offered, enrollment history and proposed fee increases. He stated that the park district faces challenges as to where to go with the fee structure to account for the multi-year minimum wage increases passed by the State of Illinois legislature. He added that with the closing of the Site II facility staff would move the half-day program funded by the United Way scholarship grant to the Rolek Community Center if it is awarded again and approved while also adding new programs to fit the need of the community including classes at the Sports Center. Commissioner Michael Blum asked about the attendance schedule and whether summer camp was included in the June through August figures and Joan Ellis said only for the 2014 and 2015 years' numbers. Commissioner Michael Blum also asked if the park district had the ability to promote summer camp programs in the schools and Executive Director Bob Newport said yes as the Parent Teacher Organization allowed the park district to do that. Commissioner Jennifer Blum asked if the five percent increase proposed is in line with other area programs and Executive Director Bob Newport stated that the goal was to make park district programs recreation based and that the five percent increase was to slowly raise prices to value programs for what is offered compared to other area programs. Commissioner Jennifer Blum complimented the CDC staff for what they do daily and for the information presented in the report. Executive Director Bob Newport added that the Site II facility would close after summer camps and that staff would bring to the board the future plans of the building site.

MOTION: Commissioner Paul Hollingsworth moved to approve the five percent fee increase for the 2019-2020 fiscal year CDC programs.

SECOND: By Commissioner Christine Gentes.

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

D. Investment Policy Review

Business Services Director Carl Hauser stated that the District must annually review the Investment Policy and that the district's law firm noted that changes and additions were needed. He said that in the proposed policy draft the green font indicated areas that were changed or new while the strikethrough font showed what was being changed or deleted. He added that several new sections were needed from the previous policy. He stated that the attorney had reviewed and approved the updated policy. Commissioner Gentes asked about the use of "principle" and "principal" on page forty-two and which was the correct term. Business Services Director Carl Hauser stated principle is the correct term and the mistake would be corrected.

MOTION: Commissioner Michael Blum moved to approve the updated Section 15 of the Board & Administration Manual covering the Investment Policy contingent on the noted spelling correction being made.

SECOND: By Commissioner Christine Gentes.

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

E. Tennis Courts Discussion

Executive Director Bob Newport presented a memo regarding the park district's cost to replace the six aging tennis courts at Shagbark Park with only two courts as the six courts are currently over thirty years

old and have been patched, resurfaced, repaired, repainted and have surpassed their useful life expectancy. He said that Round Lake Area School District 116 has used the courts for their tennis teams and that they had never been charged for their use nor provided funding assistance for their upkeep over the years of use. He additionally said that he had Parks & Building Services Director Jeff Lurquin compile an estimate as to what it would cost the park district to only put in two courts at Shagbark Park and the cost estimate was over \$226,000.00. He stated that an option to partner could be to offer the school district a small parcel of land in lieu of cash at Shagbark Park since they had struggled with parking at Indian Hill Grade School since the middle school was added to the campus. Commissioner Michael Blum stated that he was tired of other agencies asking the park district for money to help them fund their projects and that the park district does not even have a tennis program. Executive Director Bob Newport said that after the school district's tennis team finishes their season this spring the park district can decide what to do with the courts. Commissioner Michael Blum asked how much do the Shagbark Park tennis courts get used by the public and Executive Director Bob Newport said the use was low and that there was more play at the Washington Street courts. The Board asked Executive Director Bob Newport to inform the school district that there was no interest in partnering on the tennis courts cost as part of the Athletic Stadium project at the high school.

F. General Information

1. IAPD Legislative Conference

All Board members stated that they would not be able to attend.

VIII. NEW BUSINESS

A. Commissioner Comments

None.

IX. CONSENT AGENDA

A. Approval of the Regular Board Meeting Minutes of February 14, 2019.

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

MOTION: Commissioner Michael Blum moved to approve the Consent Agenda of March 14, 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 noted that for the Frosty Footrace, forty-eight of the sixty-one pre-registered runners did so online.

2) Golf Course Report

Brad Rouse and Sandy Bemis provided a written report. Executive Director Newport stated that Brad and Sandy were going to discuss opening the course the week of March 18, 2019. He also added that two leagues were leaving to go back to another area golf course which was re-opening this season under new ownership.

3) Parks Report

Jeff Lurquin provided a written report.

4) CDC Report

Joan Ellis provided a written report.

5) Risk Management Report

Jennifer Bye provided a written report.

XI. ADJOURNMENT

MOTION: Commissioner Paul Hollingsworth moved to adjourn the Regular Board Meeting of March 14, 2019.

SECOND: By Commissioner Christine Gentes.

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

Park Board President Jennifer Blum adjourned the Regular Board Meeting of March 14, 2019 at 7:01 p.m.

Respectfully Submitted.

/s/Jennifer Blum
Jennifer Blum, Park Board President

/c/Carl Hauser
Carl Hauser, Board Secretary

April 11, 2019
Date Approved