

Round Lake Area Park District
Regular Board Meeting
August 13, 2020
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 Paul Hollingsworth called the meeting to order at 6:00 p.m. Commissioners in attendance were Nick Metropulos, Timothy Pasternak, and Christine Gentes. Staff in attendance included Executive Director Bob Newport, Business Services Director Carl Hauser, Superintendent of Recreation Katie Gamroth, Finance Department Manager Jennifer Baker, Superintendent of Parks Ane Olivares 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

None.

IV. CORRESPONDENCE

- a) Renwood Letter

V. AUDIENCE COMMENTS

None.

VI. APPROVAL OF THE AGENDA

Executive Director Newport stated that Item A. – BINA Hearing would not be held as the legal ad did not include the Board Secretary signature line so therefore bond counsel informed the park district that the ad must be submitted again for publishing. He said that the BINA Hearing would be held at the September 10, 2020 Regular Board Meeting.

MOTION: Commissioner Metropulos moved to approve the agenda for the Regular Board Meeting of August 13, 2020 as amended.

SECOND: By Commissioner Pasternak.

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

VII. DIRECTOR'S REPORTS

- A. Bina Hearing-Public hearing concerning the intent of the Board of Park Commissioners to sell not to exceed \$3,100,000 General Obligation Limited Tax Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of

the same and the existing land and facilities of the District and for the payment of the expenses incident thereto.

Moved to the September 10, 2020 Regular Board Meeting.

B. 1st reading 2020-2021 Operating Budget

Executive Director Newport provided a document for the Board's review and thanked Finance Department Manager Jennifer Baker for compiling the information presented in the document and stated that the budget review was later than normal due to the Covid-19 pandemic. He said that the budget included many capital improvement projects including the Sports Center park OSLAD grant and a new Facilities Manager position. Superintendent of Parks Ane Olivares reviewed parks department capital projects including renovating the North Shore Park bike/skate board equipment, Viking Park playground equipment, Gateway Park trail exercise station equipment and concrete borders at selected parks around the equipment area that keep the mulch in the playground. Commissioner Hollingsworth asked about the all-inclusive playground that staff was researching and Superintendent of Recreation Gamroth stated that it was for all age groups and had wider platforms that allowed adults to be on the equipment to assist participants and the location would be at the site where the building designated for removal at North Shore Park. Katie added that staff was working to find partners to raise funds to help build the playground. Executive Director Newport added that in discussions with Board President Hollingsworth that the district's Ford Explorer that he used would be replaced as the vehicle was at the dealership needing its third transmission.

Superintendent of Recreation Gamroth then had Child Development Center Manager Joan Ellis discuss a grant Joan recently applied for and received through the federal CARES Act. Joan stated that through the CARES Act licensed day care centers were eligible for a grant through the Illinois Network of Child Care's INCCRRA grant. Joan said that for the months of July, August and September the district received \$76,250 per month to fund the operation of the center including safety, staffing, health benefits, technology and maintenance with monthly reporting of expenditures. Joan added that the district would also automatically qualify for the next cycle. The Board thanked Joan and congratulated her for receiving the grant for the district. Commissioner Gentes noted the center also received the United Way grant and Joan said it was in the amount of \$25,000 for the Half Day Pre-school program. Executive Director concluded the presentation stating that the second reading of the budget would occur at the Regular Board Meeting of September 10, 2020.

C. Draft - Budget and Appropriation Ordinance 2020-2021

Business Services Director Hauser referred to the handout and said that the Budget & Appropriation Ordinance follows the budgeted amounts in a summarized form and includes an appropriation column that is set higher to allow for the expenditure of any unexpected funding that the district may receive and is the legal spending limit. He stated that the draft will be posted after the meeting as required before it could be formally adopted after a public hearing scheduled to occur in September. The Board had no questions on the draft ordinance.

D. Special Meeting Schedule for September 2020

Business Services Director Hauser said that based on the amount of time between the August and September Regular Board Meetings that there would not be a sufficient amount of time for the thirty day posting requirement of the Budget & Appropriation Ordinance to have the public hearing and adoption of the ordinance. He therefore requested that the Board establish a Special Meeting to have the hearing and adoption of the budget ordinance. The Board discussed availability and set the Special Meeting date as Thursday, September 17, 2020.

E. 2020 NRPA Virtual Conference

Executive Director Newport stated that the National Recreation and Park Association had decided to make their annual conference a virtual event in October, 2020. He said that staff would not participate in the event and any commissioner interested in attending should let him know. Commissioner Pasternak asked what the cost would be to register for the conference and Executive Director Newport said \$295.00, the same as in-person attendance would have been.

F. Pool Liner and Starting Block Project Update

Superintendent of Parks Ane Olivares provided an update noting that the liner and starting blocks were delivered and crews would begin the installation and that the buildings staff would be learning about the liner and how to maintain it. Ane noted that some additional concrete work would need to be done so that the liner would be level against the wall and not be above or below the current top edge. Commissioner Metropulos asked for more information on the liner and Executive Director Newport said that in addition to cover any additional leaks, the pool bottom paint over time chips and peels leaving unsmooth edges so the liner is an alternative to painting and chipping and would extend the life of the pool five to ten years instead of having a discussion as to whether the pool, should it continue to leak, be torn out and replaced or the park district provide an alternative amenity. He added that in the past few years, expenditures were made to extend the life of the pool including the repair of the gutters, the replacement of the coping stones and new filtration units.

VIII. NEW BUSINESS

A. Commissioner Comments

Commissioner Hollingsworth stated he liked the look of the two new pavilions at the Rolek Community Center.

IX. CONSENT AGENDA

- A. Approval of the Regular Board Meeting Minutes of July 9, 2020.
- B. Approval of But Not Release of Executive Session Board Meeting Minutes of July 9, 2020
- C. Approval of Cash Expenditure Transactions for the Month of July, 2020.

MOTION: Commissioner Pasternak moved to approve the Consent Agenda of August 13, 2020 as presented.

SECOND: By Commissioner Metropulos.

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

X. COMMITTEE REPORTS

A. Finance

1) July Monthly Statements

Finance Department Manager Baker provided the monthly financial statements for July, 2020. Commissioner Metropulos asked about the previous separate funds for the Golf Course and the Child Development Center were self-supporting funds before being consolidated into the Recreation Fund. Finance Department Manager Baker said that they were to be self-supporting funds from their revenue sources but had been subsidized for years from tax supported funds. Executive Director Newport added that the district's financial auditors discussed with the Board during their Fiscal Year 2018-2019 Audit report about the district's intention of moving the two funds to the tax supported Recreation Fund as many of their other park districts clients have already done. Commissioner Pasternak asked about how positive pay works with the bank. Finance Department Manager Baker said that after each vendor check run a file is uploaded to the bank of the checks printed that day so that the bank can automatically compare presented checks for cashing to assure that they match and that any exceptions or differences are reported to the Finance Department staff for approval.

B. Program and Facility Monthly Reports

1. Recreation Report/CDC Report/Marketing Report

Recreation staff provided written reports. Superintendent of Recreation Gamroth stated that the Special Recreation programs that the district had been offering during the pandemic have been doing well. Commissioner Gentes asked about the Neighborhood Parks Pop-up programs and Katie said that staff had been hoping to have at least six people attend per day but have had no attendance and that recreation programs in general have been struggling to have attendance however, people have been using the parks on their own. Executive Director Newport stated that he had also been getting many inquiries from people noting things about the parks and he felt it could take some time to hopefully have program enrollments return to levels prior to the pandemic.

2. Golf Report

Golf Pro/Manager Brad Rouse and Golf Course Superintendent Sandy Bemis provided written reports.

3. Parks Report

Superintendent of Parks Ane Olivares provided a written report. Commissioner Metropulos asked if a cost analysis is done on wood mulch versus other products for playgrounds and Ane said they do and the mulch is cheaper in the long run but that the mulch does break down and needed to be replaced periodically. Commissioner Metropulos asked how often the mulch is replaced and Ane said typically three years and the playground equipment life is about fifteen years. Ane added that staff was looking to have the rubber product at the district's community parks and wood mulch at neighborhood parks in the future.

XI. ADJOURNMENT

MOTION: Commissioner Gentes moved to adjourn the Regular Board Meeting of August 13, 2020.

SECOND: By Commissioner Metropulos.

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

Park Board President Hollingsworth adjourned the Regular Board Meeting of August 13, 2020 at 7:03 p.m.

Respectfully Submitted.

/s/Paul Hollingsworth
Paul Hollingsworth, Park Board President

/s/Carl Hauser
Carl Hauser, Board Secretary

September 10, 2020
Date Approved