

Round Lake Area Park District
Regular Board Meeting
September 12, 2019
6:00 p.m.

PLACE OF MEETING:

Robert W. Rolek Community Center
814 Hart Road
Round Lake, IL 60073

I. ROLL CALL

Acting Park District Board President Paul Hollingsworth called the meeting to order at 6:00 p.m. Commissioners in attendance were Timothy Pasternak, Christine Gentes, and Paul Hollingsworth. 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) Thank you Card

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 September 12, 2019 as presented.
SECOND: By Commissioner Timothy Pasternak.
VOTE: By roll call. All ayes. Motion passed.

VII. DIRECTOR'S REPORTS

A. Election of Officers

Executive Director Bob Newport stated per the district's codes and policies that an election of officers must take place with the Board President position being open. 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 Timothy Pasternak.

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

MOTION: Commissioner Christine Gentes moved to nominate Commissioner Paul Hollingsworth as Park District Board President.

SECOND: By Commissioner Timothy Pasternak.

There were no other nominations.

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

SECOND: By Commissioner Timothy Pasternak.

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

MOTION: Commissioner Christine Gentes moved to elect Commissioner Paul Hollingsworth as Park District Board President.

SECOND: By Commissioner Timothy Pasternak.

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

MOTION: Commissioner Timothy Pasternak moved to open the nominations for Park District Board Vice President.

SECOND: By Commissioner Christine Gentes.

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

MOTION: Commissioner Paul Hollingsworth moved to nominate Commissioner Christine Gentes as Park District Board Vice President.

SECOND: By Commissioner Timothy Pasternak.

There were no other nominations.

MOTION: Commissioner Timothy Pasternak moved to close nominations for Park District Board Vice President.

SECOND: By Commissioner Christine Gentes.

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

MOTION: Commissioner Timothy Pasternak moved to elect Commissioner Christine Gentes as Park District Board Vice President.

SECOND: By Commissioner Christine Gentes.

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

Park Board President Paul Hollingsworth 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 September 12, 2019 Regular Board Meeting.

B. Bid Summary Prairie Walk Park Playground Replacement and Staff Recommendation

Parks & Building Services Director Jeff Lurquin presented the bid summary for the Prairie Walk Park Playground replacement project and noted that the only bid was received from Hacienda Landscaping in the amount of \$53,800.00 which was within the budgeted amount. Commissioner Paul Hollingsworth asked if any border work was needed and how bid price compared to budget. Jeff said that the district purchases the equipment and that the bid covers the removal and installation which was higher than expected. He said the border is wood and would be increased by about eighteen inches and that new playground mulch was included. He added that Hacienda Landscaping had done previous playground installations for the district and follow the prevailing wage guidelines. Jeff recommended accepting their bid for \$53,800.00.

MOTION: Commissioner Christine moved to approve the bid from Hacienda Landscaping in the amount of \$53,800.00 for the Prairie Walk Playground Replacement project.

SECOND: By Commissioner Timothy Pasternak.

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

C. Staff Introduction

Superintendent of Recreation Katie Gamroth introduced April Lohr the new Guest Services Manager to the Board. April provided a brief background of her previous experience and qualifications.

D. CDC Site II Demolition

Executive Director Bob Newport presented a budget from Camosy Construction for the demolition of the CDC Site II building located at 2041 N. Orchard Lane that is in need of extensive repair. He stated that the budget could be reduced by the amount listed for Landscaping - \$9,629 and Contingency - \$8,000 for an estimated cost of \$84,812. He said that in its current condition it was un-rentable as the cost to renovate the building to code was approximately \$200,000.00. He added that the project will need to be put to bid and the plan for the site was to install a pavilion with restrooms. Commissioner Hollingsworth asked about asbestos and Parks & Building Services Director Jeff Lurquin said that the house was built in the 1980's so it may not contain asbestos but testing still needed to be completed. The board agreed by consensus that the building needed to be demolished and replaced by a pavilion.

E. Aquatic Center Updates

Executive Director Bob Newport presented a handout that provided a cost estimate from WT Engineering for the Aquatic Center Pool Project that included lining the pool, wrapping the gutters, new deck area and installation of starting blocks for swim team, and coping stones for the gutter system. He said that the project will extend the life of the pool and that the estimated cost of \$275,000 to \$300,000 is included in the 2019-2020 budget. He stated that staff would like to get started with bid specifications and the permitting process that is required through the State of Illinois. Commissioner Timothy Pasternak asked what the project sequence would be if it was done in phases. Executive Director Bob Newport said that lining the pool would be first followed by the gutters and finally the coping stones but that it would be cheaper to do all at once since the labor force would already be on site. He added that the coping stones would be a new style and easier to get extras if one would need to be replaced as there are currently two hundred eighty-eight stones. Commissioner Paul Hollingsworth asked with the liner installed would be no painting of the pool be required and Parks & Building Services Director Jeff Lurquin said yes. Commissioner Paul Hollingsworth asked about the liner warranty and Jeff stated that it was ten years for any seam splits but cuts to the material is not covered but could be patched underwater. Commissioner Timothy Pasternak asked if there was any out-gassing from the liner material and Jeff said not when it is underwater. The Board agreed by consensus to move forward with the project as budgeted.

F. Hart Woods Pavilion Discussion

Executive Director Bob Newport presented two site options for additional pavilions at the Rolek Community Center. He stated that the district had the ability to do two to three additional pavilions other than the one approved for the 2041 N. Orchard Lane location. He said that other park locations have limited parking making those locations less feasible for a pavilion compared to the Rolek Center location which also has access to the outside restrooms. The Board reviewed the sites and preferred to start with Site A. Executive Director Bob Newport noted that Site A that was closer to the playground could be used by summer camps but the location could pose issues if the board in the future considers allowing alcohol use for pavilion rentals being so close to the playground. He added that an additional concern could be renters thinking they are also getting exclusive use of the playground area. He added that since the district no longer had the Ranger Police department that any issues would be served by the local police department if there were no other higher priorities. Commissioner Christine Gentes asked what the approximate cost was and Executive Director Bob Newport said \$125,000.00. The Board asked staff to start with Site A first and that the Site B location closer to the front parking lot could be done later.

VIII. NEW BUSINESS

A. Commissioner Comments

Commissioner Paul Hollingsworth asked if the Park District would have to amend the existing ordinance to include cannabis as part of the smoking ban when cannabis is legal on January 1, 2020. Executive Director Bob Newport said no as the existing ordinance states no smoking or tobacco products.

IX. CONSENT AGENDA

- A. Approval of Report of Proceedings of the Regular Board Meeting Minutes of August 8, 2019.
- B. Approval of the Special Board Meeting Minutes of August 20, 2019.
- C. Approval of but Not Release of Special Board Meeting Executive Session Minutes of August 20, 2019.
- D. Approval of Cash Expenditure Transactions for the month of August, 2019.

MOTION: Commissioner Christine Gentes moved to approve the Consent Agenda of September 12, 2019 as presented.

SECOND: By Commissioner Timothy Pasternak.

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

X. COMMITTEE REPORTS

A. Finance

- 1) Monthly Statements, August 2019

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. Commissioner Paul Hollingsworth asked how many people came out for the Monarch's on the Move program on August 10th and Superintendent of Recreation Katie Gamroth said ten as compared to the fifteen people who came back for when the butterflies the district purchased were ready to be released on August 22, 2019. Katie added that Round Lake Beach's Beachfest was being moved in 2020 to include the fourth of July. Executive Director Bob Newport reminded the board that the discussion regarding the fireworks was previously tabled, other than the fireworks if offered remaining on the fourth, so that staff could gather more information on potential additional costs with the Ranger Department being eliminated. He added that the district would only be responsible for providing the fireworks on the fourth as police would already be present.

- 2) Golf Course Report

Brad Rouse and Sandy Bemis provided a written report.

- 3) Parks Report

Jeff Lurquin provided a written report. Jeff added that permanent shade structures were being installed in September to provide shade for the preschool patio at the Rolek Community Center.

- 4) CDC Report

Joan Ellis provided a written report.

5) Risk Management Report

Jennifer Bye provided a written report. Commissioner Timothy Pasternak asked if any damage had been done to the homeowner's house on Hainesville Road by golf balls leaving the course and Executive Director Bob Newport said that he was not told of any but that the owner wanted to buy a new vehicle and he has had golf balls in his front yard. He added that over the past two years two trees offering protection in that area had been lost to storms and that some Arborvitae's would be planted there to offer some protection from golf balls leaving the course.

XI. EXECUTIVE SESSION

MOTION: Commissioner Christine Gentes moved to go into Executive Session at 7:10 p.m. in accordance with the Open Meetings Act Chapter 5ILCS Section 120/2 (c)(3) for the Appointment of Public Official.

SECOND: By Commissioner Timothy Pasternak.

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

The Executive Session adjourned at 7:22 p.m. and the Regular Board Meeting reconvened.

XII. CONSIDERATION OF DISCUSSION ON APPOINTMENT OF PUBLIC OFFICIAL

The Board discussed in the executive session the process to fill the vacant board commissioner seat and asked Executive Director Bob Newport to post a notice of the vacancy on Monday, September 16, 2019 for sixty days.

XIII. ADJOURNMENT

MOTION: Commissioner Timothy Pasternak moved to adjourn the Regular Board Meeting of September 12, 2019.

SECOND: By Commissioner Christine Gentes.

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

Park Board President Paul Hollingsworth adjourned the Regular Board Meeting of September 12, 2019 at 7:23 p.m.

Respectfully Submitted.

/s/Paul Hollingsworth
Paul Hollingsworth, Park Board President

/s/Carl Hauser
Carl Hauser, Board Secretary

10/10/2019
Date Approved