

Round Lake Area Park District  
Regular Board Meeting  
September 10, 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, Golf Course Superintendent Sandy Bemis, Superintendent of Parks Ane Olivares and Facilities Manager Matt Netrefa.

**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**

Executive Director Newport stated that there are no changes to the agenda.

**MOTION:** Commissioner Pasternak moved to approve the agenda for the Regular Board Meeting of September 10, 2020 as presented.

**SECOND:** By Commissioner Gentes.

**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.

MOTION: Commissioner Metropulos moved to open the BINA Hearing at 6:02 p.m.

SECOND: By Commissioner Pasternak.

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

Executive Director Bob Newport reviewed the purpose of the BINA Hearing with the Board which was to authorize the district to issue up to three million one hundred thousand dollars in General Obligation Limited Tax Park Bonds.

Business Services Director Hauser stated that the previous three year order ended in 2019 and over that time span the park district issued \$2,772,000 of the \$3,000,000 authorized. He added that the full three million one-hundred thousand dollars is not issued in one year but is a cumulative amount over the three year period and each year the bond maturity is for about one year. Executive Director Newport added that the bond funds are used to pay existing debt, for park projects and major capital purchases so the proceeds are limited in use.

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 Pasternak moved to adjourn the BINA Hearing at 6:04 p.m.

SECOND: By Commissioner Metropulos.

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

#### B. 2<sup>nd</sup> reading 2020-2021 Operating Budget

Executive Director Newport presented the second reading of the budget and noted that no changes had been made and asked for any additional questions. Commissioner Metropulos asked about the lower budgeted Program Revenue fees compared to the previous fiscal year and Executive Director Newport stated that the lower projections have to do with the Covid-19 pandemic's effect on enrollment in programs. Finance Department Manager Baker added that other categories such as wages, material and supplies are also lower as a result of lower enrollments.

Executive Director Newport asked the Board if they wanted a third reading of the budget. The Board discussed and decided a third reading would not be necessary.

Executive Director Newport wanted to thank Finance Department Manager Baker for her work on the budget document and keeping staff on track with remote budget sessions during the Covid-19 pandemic.

#### C. Asphalt Bid Results and Recommendations

Executive Director Newport provided a summary handout from the bid opening held earlier in the day. Superintendent of Parks Olivares reviewed the five project sites that the bid covered and recommended the low base bid of Evans and Son Blacktop in the amount of \$127,218.00. Commissioner Gentes asked what the Alternate Bid was and Ane stated that it did not include the contractor re-seeding and putting protective seed blanket around the paved areas. Executive Director

Newport stated that in the past it had been cheaper to do that work in-house but that the price offered in the bid was cheaper for the contractor to do this work. Ane also pointed out that two of the four bids were disqualified as one did not include their bid amount and another did not include a bid bond. Ane added that the reference checks were favorable, as the park district had not used Evans and Son Blacktop previously, but that they have done other larger municipal paving projects.

MOTION: Commissioner Gentes moved to accept the base bid of Evans and Son Blacktop in the amount of \$127,218.00.

SECOND: By Commissioner Metropulos.

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

#### D. Pool Liner and Starting Block Project Update

Executive Director Newport said that the project was being overseen in-house by Superintendent of Parks Ane Olivares and Facilities Manager Matt Netrefa who provided an update on the project. Ane stated that they walked the project site with W.T. Engineering and the contractor and made a punch list of items needing further work on the pool liner and that the starting block installation would still be about a month out and that the goal was the project would be completed by the end of October. Commissioner Metropulos asked if the blocks would be removed when not used during the season and Ane said they would not. Executive Director Newport said that Superintendent of Recreation Katie Gamroth would order covers for the blocks when not needed by the swim team as in the past they were removed but that PDRMA, the park district's insurance company, may require removal at the end of the summer pool season like the diving board is removed at season end. Commissioner Pasternak asked about the height of the blocks and Executive Director Newport said thirty-six inches above the pool deck to the top of the platform. Commissioner Gentes asked about the status of the alignment between the pool-liner and coping stone issue and Ane said that was being worked on.

### VIII. NEW BUSINESS

#### A. Commissioner Comments

Commissioner Gentes asked if there were any issues for the park district's Sports Center property as a result of the vigil held at the Round Lake Beach Village Hall. Executive Director Newport stated that there was not as it was a peaceful gathering and they stayed on village property.

### IX. CONSENT AGENDA

A. Approval of the Regular Board Meeting Minutes of August 13, 2020.

B. Approval of Cash Expenditure Transactions for the Month of August, 2020.

MOTION: Commissioner Pasternak moved to approve the Consent Agenda of September 10, 2020 as presented.

SECOND: By Commissioner Metropulos.

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

## **X. COMMITTEE REPORTS**

### **A. Finance**

#### **1) August Monthly Statements**

Finance Department Manager Baker provided the monthly financial statements for August, 2020.

### **B. Program and Facility Monthly Reports**

#### **1. Recreation Report/CDC Report/Marketing/Facilities Report**

Recreation staff provided written reports. Commissioner Gentes asked for information on the remote learning program offered by the park district regarding cost, program run time, capacity and promotion. Superintendent of Recreation Katie Gamroth said that the program cost \$175.00 per week and was based on the before/after school pricing in case students returned to the schools so that the price would be comparable and that the program ran daily from 8:30 a.m. to 3:30 p.m. Katie stated that the district tried to add an early drop-off of 7:30 a.m. but there was no interest by the public and that staff was trying to attract Round Lake School students as none were currently enrolled. Katie added that staff had a pamphlet promoting the program as well as using the park district's social media accounts and Constant Contact. Katie said the capacity for the program is thirty students in two groups of fifteen to follow social distancing guidelines and covers kindergarten to sixth or seventh graders. Katie noted that the fall dance programs have begun with over one hundred registered and most attending in-person classes using social distancing and health guidelines. Commissioner Gentes asked about the Great Pumpkin event this fall and Katie said it was cancelled but that staff was working on a program whereby people who register can get a pumpkin. Executive Director Newport informed the Board that no special events are planned as crowd control would be difficult.

#### **2. Golf Report**

Golf Pro/Manager Brad Rouse and Golf Course Superintendent Sandy Bemis provided written reports. Commissioner Metropulos asked if there was any additional expenditures needed for the increased golfer traffic and Golf Course Superintendent Sandy Bemis said no and that staffing had been lower than in previous years and that she had a priority list of what course tasks are most important of which player safety and following state issued guidelines was the highest.

#### **3. Parks Report**

Superintendent of Parks Ane Olivares provided a written report. Commissioner Gentes asked about the picnic table on top of the shelter noted in the packet and Ane stated that a make shift ladder of picnic tables was used to carry another picnic table up and then nailed resulting in damage to the roof. Ane added that the tables were removed from the shelter.

**XI. ADJOURNMENT**

MOTION: Commissioner Pasternak moved to adjourn the Regular Board Meeting of September 10, 2020.

SECOND: By Commissioner Metropulos.

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

Park Board President Hollingsworth adjourned the Regular Board Meeting of September 10, 2020 at 6:44 p.m.

Respectfully Submitted.

/s/Paul Hollingsworth  
Paul Hollingsworth, Park Board President

/s/Carl Hauser  
Carl Hauser, Board Secretary

October 8, 2020  
Date Approved