

Round Lake Area Park District  
Regular Board Meeting  
December 8, 2022  
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 Timothy Pasternak called the meeting to order at 6:00 p.m. Commissioners in attendance were Sarah Green, and Paul Hollingsworth. Commissioner Nick Metropulos and Christine Gentes were absent. Staff in attendance included Executive Director Bob Newport, Director of Operations and Recreation Katie Gamroth, Finance Department Manager Jennifer Baker, Superintendent of Parks Ane Olivares, Superintendent of Recreation Ben Versnik, Human Resource Manager Jennifer Ruehrdanz, Marketing Manager Melissa Hollander, Building Services Manager Lyle Perry, Golf Grounds Manager Sandy Bemis, Golf Pro Manager Brad Rouse and Assistant Manager-Golf Operations Nate Windmuller.

**II. PLEDGE OF ALLEGIANCE**

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

None.

**IV. AUDIENCE COMMENTS**

None.

**V. APPROVAL OF THE AGENDA**

**MOTION:** Green moved to approve the agenda for the Regular Board Meeting of December 8, 2022, as presented.

**SECOND:** By Hollingsworth.

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

**VI. DIRECTOR'S REPORTS**

**A. Presentation and Approval of Annual Financial Audit**

Courtney Mohr of Lauterbach & Amen, LLP thanked Finance Manager Jenny Baker and the Finance Department for their hard work throughout the year. Courtney noted in the auditor's report section that the park district received an unmodified opinion, which is the highest level an auditor can give an audit, and that the financial

statements were presented fairly in all respects. Courtney then presented key highlights of the 2021-2022 financial statements that she felt were important for the board to review:

- Management's Discussion and Analysis Section  
Courtney noted that the park district's net position increased by \$3.3 million over the course of the year, and that the district was paid out their portion of SRSNLC fund balance when the switch was made to SRACLC, which resulted in an increase to the total value recognized in the Special Recreation Fund.
- GASB 87 – Leases were implemented in this fiscal year and there will be a new GASB to implement in Fiscal Year ending June 30, 2023, focused on subscription-based I.T. software.

Newport stated the park district was aware of the money coming back from switching special recreation agencies and the funds would be put towards special recreation use.

The Board thanked the District's Finance Department staff and Courtney Mohr for her presentation of the annual financial audit.

MOTION: Hollingsworth moved to approve the Annual Financial Audit for the Fiscal Year Ended June 30, 2022.

SECOND: By Green.

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

#### B. Tax Levy

Baker presented the annual Tax Levy Ordinance and noted that a draft had been posted as required by law prior to its passage. The Board had no further questions regarding the information in the ordinance.

MOTION: Green moved to adopt the annual Tax Levy Ordinance 2022-12-03.

SECOND: By Hollingsworth.

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

#### C. 2023 Printing Bid Results and Recommendation

Gamroth presented a summary of the received printing bids for 2023. Gamroth stated that American Litho's bid included a higher quality of paper, due to current stock. Gamroth recommended moving forward with American Litho for the district's 2023 printing needs.

MOTION: Hollingsworth moved to accept the low bid of American Litho in the amount of \$18,595.00 for the seasonal brochure and mailer card printing.

SECOND: By Green.

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

### **VII. NEW BUSINESS**

#### A. Commissioner Comments

Pasternak thanked the staff for a tremendous year and wished everyone a happy holiday season.

## VIII. CONSENT AGENDA

- A. Approval of the Regular Board Meeting Minutes of November 10, 2022.
- B. Approval of, But Not Release of, Executive Session Board Meeting Minutes of November 10, 2022.
- C. Approval of Cash Expenditure Transactions for the Month of November 2022.

MOTION: Green moved to approve the Consent Agenda of December 8, 2022 as presented.

SECOND: By Hollingsworth.

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

## IX. COMMITTEE REPORTS

### A. Finance

#### 1) Monthly Statements

Baker provided the monthly financial statements for November 2022.

### B. Program and Facility Monthly Reports

#### 1. Risk Management/Human Resources

Staff provided a written report. Ruehrdanz had nothing further to add.

#### 2. Renwood Report

Staff provided a written report.

Rouse introduced Renwood's new Assistant Manager of Golf Operations, Nate Windmuller. Nate provided his background experience. Pasternak asked Nate what his first priorities would be. Windmuller said he would be working on building relationships with current users and work on a set menu in the clubhouse. Green asked how close the covered driving range was to being completed. Bemis responded with a goal of mid-December, based on weather. Pasternak asked about the top dressing and if we were concerned about it mounding. Bemis noted that they typically put 1/16 of an inch of top dressing down and a little heavier at the end of the season to provide a little extra insulation for the grass.

#### 3. Recreation Operations Report

Staff provided a written report.

Pasternak asked about the monarch display at the Civic Center for their Day of the Dead event. Hollander explained that the monarch was chosen due to the belief that monarch butterflies hold the souls of the departed. Pasternak thanked Matt Netrefa for a lovely tour of the Sports Center.

Gamroth stated that the Holiday in the Hart event would be held on Saturday, December 10, 2022, from 3:00 – 5:00 p.m. outside the Community Center.

4. Parks Report

Staff provided a written report.

Pasternak asked about the privacy fence that was installed at Bright Meadows. Olivares commented that the Rosewood apartment complex is adjacent to the park and the garbage from the complex blows over into the park. The privacy fence will help to stop the garbage from coming into the park. Olivares also noted that Little Tykes has informed the district that there will be a price increase at the end of the year for the Hero Park equipment. The district will be placing the order prior to the end of the year to avoid that increase. There will be no payments until the equipment is delivered, which can be budgeted for in the next fiscal year.

**XII. ADJOURNMENT**

MOTION: Hollingsworth moved to adjourn the Regular Board Meeting of December 8, 2022.

SECOND: By Green.

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

Park Board President Pasternak adjourned the Regular Board Meeting of December 8, 2022, at 6:39 p.m.

Respectfully Submitted.

/s/ Nick Metropulos  
Nick Metropulos, Park Board Vice President

/s/ Katie Gamroth  
Katie Gamroth, Assistant Park Board Secretary

1/12/23  
Date Submitted