

Round Lake Area Park District  
Virtual Regular Board Meeting  
December 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 District Board Vice President Christine Gentes called the meeting to order at 6:05 p.m. due to difficulties with the Zoom video platform. Commissioners in attendance were Timothy Pasternak and Nick Metropulos. Commissioner Paul Hollingsworth was absent. Staff in attendance included Executive Director Bob Newport, Business Services Director Carl Hauser, Superintendent of Recreation Katie Gamroth, Finance Department Manager Jennifer Baker and Superintendent of Parks Ane Olivares.

**II. CORRESPONDENCE**

- a. The Round Lake Management Commission provided a written report due to the Covid-19 pandemic in lieu of the annual presentation covering the past year's accomplishments and goals for their upcoming year. The presentation typically occurs in the month of April or May.

**III. AUDIENCE COMMENTS**

No comments or questions were submitted.

**IV. APPROVAL OF THE AGENDA**

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

**SECOND:** By Commissioner Metropulos.

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

**V. DIRECTOR'S REPORTS**

**A. 2019-2020 Annual Audit Presentation and Approval**

Monika Adamski of Lauterbach & Amen, LLP thanked the District's Finance Department staff for how smooth the audit process went, that the audit was clean and that there were no deficiencies. Monika added that the park district received an unmodified opinion which is the highest level she said an auditor can give an audit. Monika then provided a high level overview of the 2019-2020 financial statements highlighting the following items that she felt were important for the Board to review:

- Management's Discussion and Analysis Section
- Government-wide Financial Analysis

- Statement of Net Position where Monika noted that the district's position increased by approximately \$902,000 despite the effects of Covid-19
- Balance Sheet – Government Funds where Monika noted that the funds with zero balance were closed at year end. Commissioner Pasternak asked for a review of the funds that were closed. Monika replied that the Golf Course and Child Development Center Funds were closed into the Recreation Fund and will be reported going forward in Special Revenue and that the Police and Paving & Lighting Funds were also closed into the Recreation Fund and Audit to the General Fund.
- Budget versus Actual Schedules

Monika then reviewed the Management Letter and said no new comments were added and that the previous items regarding funds with deficit balances and not within the District's Fund Balance Policy would go away. Commissioner Metropulos asked about rotation of auditors and Monika stated that was up to the district and that the district could also ask to rotate the Lauterbach & Amen, LLP audit staff and switch partners reviewing the statements.

The Board thanked the District's Finance Department staff and then Monika Adamski for her presentation of the annual financial audit.

- MOTION: Commissioner Metropulos moved to approve the Annual Financial Audit for the Fiscal Year Ended June 30, 2020.  
SECOND: By Commissioner Pasternak.  
VOTE: By roll call. All ayes. Motion passed.

#### B. Ordinance 2020-12-05 Annual Levy Ordinance for the Year 2020

Executive Director Newport 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: Commissioner Metropulos moved to adopt the annual Tax Levy Ordinance 2020-12-05.  
SECOND: By Commissioner Pasternak.  
VOTE: By roll call. All ayes. Motion passed.

## VI. NEW BUSINESS

### A. Commissioner Comments

Commissioner Metropulos asked if there was an update on the child with Covid-19 that attended the pre-school program. Superintendent of Recreation Gamroth stated that the park district followed the reporting requirements of both the Illinois Department of Public Health and the Centers for Disease Control and that the child had left the hospital and was back home.

## VII. CONSENT AGENDA

- A. Approval of the Virtual Special Board Meeting Minutes of November 18, 2020.
- B. Approval of Cash Expenditure Transactions for the Month of November, 2020.

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

SECOND: By Commissioner Metropulos.

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

## VIII. COMMITTEE REPORTS

### A. Finance

#### 1) Monthly Statements

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

### B. Program and Facility Monthly Reports

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

Recreation staff provided written reports. Commissioner Metropulos asked if the IPAD's in the list of bills were purchased with grant money and Superintendent of Recreation Gamroth stated that the Illinois Network of Child Care's (INCCRRA) grant funds were used. Commissioner Gentes asked whether the small business grant funding through the Illinois Department of Commerce and Economic Opportunity (DCEO) were available to the park district and Executive Director Newport stated that the district was on the list for notifications of grants available through the DCEO and that he would review that specific funding source again but believed municipal governments were not eligible.

#### 2. Golf Report

Golf Pro/Manager Brad Rouse and Golf Course Superintendent Sandy Bemis provided written reports. Executive Director Newport stated that the course was closed and that Golf Pro/Manager Brad Rouse was hoping that after January 1, if pandemic restrictions allowed, that the clubhouse would be able to have small groups use the new Skytrak indoor simulator software. Commissioner Gentes stated that the golf course had a great season and Executive Director Newport said that staff did a great job of working with the pandemic restrictions in place throughout the season. He added that the annual golf committee report would be presented at an upcoming board meeting.

#### 3. Parks Report

Superintendent of Parks Ane Olivares provided a written report. Commissioner Metropulos asked if the guardrail had been fixed at the disc golf course and Superintendent of Parks Olivares

said that the parks department staff had repaired the damage where the car went through and that the picture in the packet was taken after the repair was completed.

**IX. ADJOURNMENT**

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

SECOND: By Commissioner Metropulos.

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

Park Board Vice President Gentes adjourned the Virtual Regular Board Meeting of December 10, 2020 at 6:30 p.m.

Respectfully Submitted.

/s/Christine Gentes  
Christine Gentes, Park Board Vice-President

/s/Carl Hauser  
Carl Hauser, Board Secretary

January 14, 2021  
Date Approved