

Round Lake Area Park District
Virtual Special Board Meeting
November 18, 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 6:08 p.m. 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. PLEDGE OF ALLEGIANCE

III. CORRESPONDENCE

None.

IV. AUDIENCE COMMENTS

No comments or questions were submitted.

V. APPROVAL OF THE AGENDA

MOTION: Commissioner Metropulos moved to approve the agenda for the Virtual Special Board Meeting of November 18, 2020 as presented.

SECOND: By Commissioner Pasternak.

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

VI. DIRECTOR'S REPORTS

A. Draft of Annual Tax Levy for the Year 2020

Executive Director Newport presented a draft of the Tax Levy Ordinance in its tentative form to the Board. He stated that the document would be posted as required for 20 days and that the adoption of the ordinance would occur at the December 10, 2020 Regular Board Meeting. Business Services Director Hauser said that the draft ordinance was based on the current fiscal year's annual budget and projection of fund balances leading into the next budget cycle. He added that once adopted, the ordinance would then be filed with the Lake County Clerk's office.

B. Section 15 of the Round Lake Area Park District's Board and Administration Policy Manual – Investment Policy Review and Recommendation for Changes

Executive Director Newport presented the annual review of the policy and stated that the changes to the Investment Policy included the ability for the District to invest in other local or state governmental agencies short-term debt offerings as had been asked by the board. Commissioner Pasternak asked about the 24 month term length and Business Services Director stated that in working with Jeff Schuppel of Bridgeport Partner's, LLC that the 24 month term provided some flexibility as most of the certified/physical delivery municipal securities that are available are typically short term within 15 months but would allow up to two years to obtain better rates based on cash flow needs.

MOTION: Commissioner Metropulos moved to approve the outlined changes to the Board Policy Manual Section 15 – Investment Policy.

SECOND: By Commissioner Pasternak.

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

C. Ordinance 2020-11-04 An Ordinance Abating the Tax Heretofore Levied for the Year 2020 to pay Debt Service on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2012B of the Round Lake Area Park District, Lake County, Illinois

Executive Director Newport read the ordinance description and purpose to present Tax Abatement Ordinance 2020-11-04 and stated that this was an annual requirement to abate the tax from the General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2012B. He stated that as part of the refunding of the Series 2003 Alternate Revenue Bonds (ARB's), the General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2012B annual tax as required in the ordinance would need to be abated as the district's annual General Obligation Limited Tax Park Bond Issuance would provide the funds to pay the November 15th payments due on the Series 2012B issuance. The Board had no questions.

MOTION: Commissioner Metropulos moved to adopt Tax Abatement Ordinance 2020-11-04.

SECOND: By Commissioner Pasternak.

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

D. Amendment to the Round Lake Area Park District's Medical FSA Benefit Plan

Executive Director Newport presented an amendment to the District's Section 125 Medical FSA Benefit Plan to accommodate changes made by the IRS in 2020 to index the amount an employee is able to carry-over of any unused amount to the subsequent year. He added that the amendment refers to the annual index that the IRS publishes to allow for changes to future carry-over allowance amounts.

MOTION: Commissioner Metropulos moved to approve the amendment to the District's Section 125 Medical FSA Benefit Plan.

SECOND: By Commissioner Pasternak.

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

E. Huebner Shores Park Garage Plumbing Bid Results and Recommendation

Superintendent of Parks Olivares stated the old garage had been demolished at Huebner Shores and that one bid for plumbing was on hold while the park district asked village officials if the work could be done by District staff for the new garage. She stated that approval was given for staff to perform the work and therefore the plumbing bid results would need to be rejected

MOTION: Commissioner Metropulos moved to reject the bids for plumbing work on the Huebner Shores Park garage project.

SECOND: By Commissioner Pasternak.

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

F. IAPD Annual Meeting January 30, 2021

Executive Director asked the Board to nominate a representative for the annual IAPD meeting as part of the joint conference with IPRA. He added that the conference would be held as a virtual event this year. Commissioner Pasternak volunteered to represent the District as its voting delegate.

MOTION: Commissioner Pasternak moved to approve the nomination as the delegate for the IAPD annual meeting.

SECOND: By Commissioner Metropulos.

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

VII. NEW BUSINESS

A. Commissioner Comments

Commissioner Pasternak wanted to thank Executive Director Newport, Superintendent of Parks Olivares and her staff for the paved path at Fox Chase Park that replaced the ravel path that experienced washout of gravel due to low spots. He asked what the estimated length of the path and Olivares said about .78 of a mile.

Commissioner Metropulos thanked the parks staff for replacing mulch at some local area parks.

The Board asked about damage at the disc golf course and path. Executive Director Newport said that a report filed with the Round Lake Police Department showed that a car had a mechanical issue with the brakes and the car drove through the wood guard railing and onto the path. He added that the Parks Department removed the broken boards and the vehicle owner's insurance should pay for any repairs needed.

VIII. CONSENT AGENDA

A. Approval of the Regular Board Meeting Minutes of October 8, 2020.

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

MOTION: Commissioner Metropulos moved to approve the Consent Agenda of November 18, 2020 as presented.
SECOND: By Commissioner Pasternak.
VOTE: By roll call. All ayes. Motion passed.

IX. COMMITTEE REPORTS

A. Finance

1) Monthly Statements

Finance Department Manager Baker provided the monthly financial statements for October, 2020. She added that the final draft of the annual financial audit was expected on November 20, 2020 and that a representative of Lauterbach & Amen would present the annual financial audit at the virtual regular meeting in December.

B. Program and Facility Monthly Reports

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

Recreation staff provided written reports. Superintendent of Recreation Gamroth stated that with the recent Covid-19 Tier 3 mitigation restrictions that non-essential programs are postponed and that the dance program has gone all virtual. She added that child care and e-learning programs are also running at the community center. She also informed the Board that long time recreation staff member Doug Bundy was leaving the agency for a new position with another park district. Executive Director Newport added that Office Manager Debbie Puder retired at the end of October and that he would try to get a time at a future meeting when conditions were better to recognize Debbie for her years of service with the district.

2. Golf Report

Golf Pro/Manager Brad Rouse and Golf Course Superintendent Sandy Bemis provided written reports. Commissioner Metropulos asked when the course would close for the season and Executive Director Newport said that the course would stay open as long as weather conditions won't result in play damaging the course.

3. Parks Report

Superintendent of Parks Ane Olivares provided a written report. Commissioner Gentes said the new pier installed at Hook Lake was very nice and that she liked the short video Executive Director Newport shared of the building demolition at North Shore Park.

X. ADJOURNMENT

MOTION: Commissioner Pasternak moved to adjourn the Virtual Special Board Meeting of November 18, 2020.
SECOND: By Commissioner Metropulos.

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

Park Board Vice President Gentes adjourned the Virtual Special Board Meeting of November 18, 2020 at 6:35 p.m.

Respectfully Submitted.

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

/s/Carl Hauser
Carl Hauser, Board Secretary

December 10, 2020
Date Approved