

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
October 19, 2010

Board President Libby Baker called the regular meeting of the Gurnee Park District Board of Commissioners to order at 7:00 p.m. The President led the Pledge of Allegiance and the roll was called. Commissioners present: Libby Baker, Donna Kolar, Vicki Paddock, Russ Johnson and Jim Goshorn. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Supt. of Parks; Lisa Sheppard, Supt. of Recreation; Mike Szpylman, Supt. of Business; Jennifer Gilbert, Marketing & Public Relations Manager; and Suzanne Gage, Administrative Assistant. Please refer to the attendance record for other visitors.

President Baker opened a hearing to get public comment on the proposal to sell \$750,000 Limited Park Bonds. Proceeds from the bonds will be used for various capital projects throughout the Park District and to pay off a portion of the debt on the Aquatic Center and the Hunt Club Park Community Center construction. The issuance of the bonds is within the annual debt service extension base and will have no impact on the Park District's current tax rate. No public comments were received during the hearing.

A motion to adjourn the bond hearing at 7:02 pm was made by Jim Goshorn and seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Kolar, Paddock, Johnson and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to accept the regular meeting minutes of September 21, 2010 as presented was made by Jim Goshorn and seconded by Donna Kolar. Roll call vote taken. Ayes: Baker, Kolar, Paddock, Johnson and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to accept the executive meeting minutes of September 21, 2010 as presented was made by Russ Johnson and seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Kolar, Paddock, Johnson and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to approve the vouchers list dated 10/13/10 in the amount of \$1,345,895.39 and the supplemental vouchers list dated 10/19/10 in the amount of \$20,131.83 was made by Donna Kolar and seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Kolar, Paddock, Johnson and Goshorn. Nays: none. Absent: none. Motion carried.

The financial and treasurer's reports were reviewed. The Director noted that revenue in the Recreation Fund is slightly higher than last year. Comment was made on the very low interest rates.

Susie introduced Mike Szpylman, the new Superintendent of Business who started his new job on October 7. He gave the board some of his personal background. Susie said he is digging right in and learning very quickly. He was welcomed by the board members.

There were no visitors' comments.

Jeff Reinhard presented the Parks Department report. The construction of the Hunt Club Park washroom facility is moving along quickly. The walls are up and the interior walls will be up on Thursday after the plumbing is inspected by the Village. Once the Village approves the roof truss design, the roof will be erected. At Betty Russell Park, the swings have been removed and they are starting to rebuild the area. Bids were sought for the synthetic turf installation and will be awarded during action items. The parks team is otherwise performing fall maintenance tasks.

Lisa Sheppard reviewed the Recreation Department report. She highlighted some of the events this month. The Trick or Treat Path on October 15 attracted over 2,000 participants. There was great participation by volunteers as well. Over 100 participants attended the latest Zumba event last Saturday in the gym at Hunt Club. About 50-60 families attended the first "Haute Dog Howl'oween" pet event organized by Amber Patton. Lisa noted that the

aquatic season report is included in the board packet. She also noted that the expanded program offerings at Laremont pool have been very well received.

Marketing/Public Relations Manager Jennifer Gilbert discussed her report and noted many current public relations efforts. Facebook, twitter and YouTube accounts will tentatively launch on December 1 at the same time as the winter brochure becomes available. The Park District website host will be changing from Bockyn to Excalibur. Based on the relationship with Excalibur, it seems like a logical choice. Survey Monkey continues to be a phenomenal information-gathering tool. Pass holder survey responses increased from 400 last year to 700 this year. Brenda Sorensen is working on mini brochures and overhaul of the large brochure to make it more visually appealing. The large brochure should be ready to launch in spring.

Director Kuruvilla presented her report. She discussed the annual issuance of general obligation limited park bonds and noted that the Park District's debt service extension base is increasing for first time since the approval of House Bill 242. The base will increase by last year's consumer price index which was 2.7%. It is a small increase from about \$859,000 to \$883,000 but over time it makes a difference.

She announced that the Park District has received the GFOA Distinguished Budget award for the first time. Former Supt. of Business Tim Sloth put the major amount of work into it. Nationally, only 19 park districts have received this award among government agencies. She asked the Board if they wanted to continue to receive both the old budget format in addition to the new format. The Board approved use of the new format only.

The IAPD/IPRA Distinguished Agency Review occurred on October 14. Susie announced that we seem to have enough points to receive the designation. The review board meets on 11/22 to make its decision. She recognized everyone who worked on the 18-month preparation for the review: Lisa Sheppard for leading the team, Jack, Jeff, Jennifer, Jenny, Sarah Sinclair, Suzanne and the Recreation supervisors.

Susie noted that the NRPA Gold Medal will be announced next Wednesday, October 27 at the NRPA Conference in Minneapolis.

The second Heritage Fest event on 9/25 did not have the expected turnout. Staff will consider changing it to a 'fall fest' next year with heritage fest components built into it to bring in more people.

The Director noted that Axiom Consulting Partners will conduct a compensation study for full time positions and also provide guidance with the part time salary structure. The cost is \$11,500 to \$13,500; which is comparable to 2007 costs. Axiom will present their report to the Board in February or March.

ACTION ITEMS

A motion was made by Vicki Paddock to appoint Jim Goshorn as delegate for the IAPD annual business meeting on January 29, 2011 and Libby Baker as the alternate delegate. Motion was seconded by Donna Kolar. Roll call vote taken. Ayes: Baker, Kolar, Paddock, Johnson and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Russ Johnson to approve the estimated tax levy amount of \$4,386,363 in the corporate and special purpose funds and \$883,644 in the bond and interest fund bringing the total estimated levy to be \$5,270,007 and since the total increase is above 5%, to hold a truth-in-taxation hearing on November 16, 2010 at 6:45 p.m. at the Viking Park Community Center. Motion was seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Kolar, Paddock, Johnson and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to designate Suzanne Gage as the local election official for the purpose of accepting candidate petitions in the April 5, 2011 election. Motion was seconded by Donna Kolar. Roll call vote taken. Ayes: Baker, Kolar, Paddock, Johnson and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Jim Goshorn to accept the lowest responsible bid from Perfect Turf, Schaumburg, IL for purchase and installation of playground turf at Betty Russell Park at a cost of \$25,950. Motion was seconded by

Russ Johnson. Only one bid was received from the same company that installed this material at Southridge Park. Six other companies picked up the bid spec but chose not to bid. Roll call vote taken. Ayes: Baker, Kolar, Paddock, Johnson and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Donna Kolar to approve Resolution #10/11-2 designating October 2010 as “HCHY Let’s Talk Month” at the Gurnee Park District. Motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Kolar, Paddock, Johnson and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to adjourn was made by Jim Goshorn and seconded by Donna Kolar. On voice vote, all voted aye. The meeting adjourned at 7:40 p.m.

Libby A. Baker, President

James G. Goshorn, Secretary