

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
June 21, 2011

President Baker called the meeting to order at 7:10 p.m. and led the Pledge of Allegiance. The President asked for a roll call. Commissioners present: Libby Baker, Vicki Paddock, Gerry Crews, Michelle Klemz 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, Charlie Williams, strategic plan facilitator; and Suzanne Gage, Administrative Assistant. Please refer to the attendance record for other visitors.

A motion to accept the budget and appropriation hearing minutes of May 17, 2011 as presented was made by Vicki Paddock and seconded by Jim Goshorn. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion to accept the special meeting minutes of May 17, 2011 as presented was made by Jim Goshorn and seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion to accept the regular and annual meeting minutes of May 17, 2011 as presented was made by Michelle Klemz and seconded by Jim Goshorn. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion to accept the executive session minutes of May 17, 2011 as presented was made by Gerry Crews and seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion to approve the vouchers list dated 6/16/11 in the amount of \$1,240,057.22 and the supplemental vouchers list dated 6/21/11 in the amount of \$44,218.42 was made by Jim Goshorn and seconded by Michelle Klemz. Roll call vote taken. Ayes: Paddock, Goshorn, Crews, Klemz and Baker. Nay: none. Absent: none. Motion passed.

The financial and treasurer's reports were reviewed.

There were no visitor comments. Lisa Sheppard introduced two summer interns. Jason Khuen is from Mundelein and attends ISU. He is completing his senior internship with GPD. Anthony Maldonado is also from ISU and is a Gurnee resident. He's doing his junior internship.

Jeff Reinhard discussed the Parks Department report. At Betty Russell playground they will start putting in the tree house equipment. The Columbia Cascade play piece should arrive this week. Village Park construction has begun. They have installed the bridges over the wetlands that hold up to 20 tons. On Friday the playground will be laid out. Construction begins early next week. Commissioner Goshorn asked the status of the pool leak at Laremont. Jeff said we have not been able to work in the building due to the School's construction project. There are no new updates. Air and water quality are good. The pool opens tomorrow. Jeff noted that there is emerald ash borer damage to trees at Churchill Hunt Park. These trees will eventually die. The District is putting in new trees of a different variety to compensate.

Lisa Sheppard highlighted items in the Recreation Department report. Day camp is going great and participation is excellent. The first weekend at the aquatic center was very busy; 1500 people came in the first hour on Memorial Day. They are concentrating on training the new managers and they are doing a great job. On the first Ellis audit of the season, the aquatics team received an "exceeds". The fitness center is doing well with many high school and college kids using the facility.

Commissioner Goshorn noted that James and Eric Hessing, who completed projects for the Park District, were inducted as Eagle Scouts recently and they mentioned the District and specifically Steve Becker in their thanks.

Mike Szpylman highlighted items in the Business Department report. He noted that the required annual prevailing wage ordinance will be presented for approval at this meeting. Aquatic center season pass sales end for the most part by July 4th weekend. Once we know the revenue, we'll know how to proceed in order to stay on budget. The audit is going well. Field work was completed in just three days. It is scheduled to be brought to the July board meeting. The GFOA budget is being submitted to them by the end of the week. He noted that the IT system plan has been prepared for the Board. The plan will touch every area of the Park District. Susie said that the changes include both hardware and software improvements and will allow us to move to the next level. She also said that consultant Gary Vaccaro provides a lot of comfort by working side by side with us. She stated that staff is asking the Board for the "go-ahead" for the system plan but all purchases over \$20,000 will come to the Board.

Jennifer Gilbert reviewed the Marketing report. She noted that the new website was unveiled this month and development will be ongoing. 10 staff members have been trained as web techs who can post information on the website working with the supervisors. The next project is to develop a flexible calendar that will meet many needs. Sponsorships continue to grow she said. Commissioner Klemz commented on the number and variety of farmer's market vendors this year. Mike Szpylman recognized Jennifer and Judy for their excellent work on the new website.

Director Kuruvilla presented her report. She noted that we would like to find a new name for the entire parcel that is currently called Village Park. She suggested having a contest for people in that area to name it. The Board concurred.

Susie thanked Charlie Williams for facilitating the Strategic Plan and discussed the plans to interview community leaders and make them part of our process.

Susie noted that the District had planned an overlay at the Betty Russell parking lot that would extend its life 8-10 years. The engineer feels it should be completely rebuilt. If rebuilt, it will be adequate for 15-20 years. The plan also did not address the asphalt pathway in front of the shelter area or ADA improvements. \$75,000 was budgeted and it needs to increase to \$134,000 in order to do it correctly. Jeff noted that the ADA study also showed that we need to change some of the grades (including the east and west ball fields to make the area more accessible. The curb will be removed that separates the playground from the parking lot. The project timeline will not need to be extended but there is money available in the budget to do all of this work.

Jeff Reinhard also described the ADA transition plan at Hunt Club Park. At the entrance to the soccer fields and the shelter, there is a 10% slope which would be corrected. Jeff would like to bid both the Betty Russell and Hunt Club projects together in the hopes of getting a better price. Commissioner Goshorn also suggested looking at ADA accessibility of the sidewalk where it ends by the aquatic center dumpsters. Jeff Reinhard made note of it.

ACTION ITEMS

A motion was made by Michelle Klemz to approve Ordinance #11/12-2 adopting the prevailing wages to be paid to laborers, mechanics and other workers performing construction of public works for the Gurnee Park District. Motion seconded by Jim Goshorn. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Jim Goshorn to approve the IT System Plan for the Gurnee Park District as presented. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to approve Personnel Policy changes relating to the Civil Union Act as presented. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

In other business, the Director noted:

- NRPA Congress is in Atlanta. Board members were asked to let the Director know who is interested in attending.
- the Chelsey Crossing Homeowners Association has decided to take over the area that had been designated for the Park District.

A motion to adjourn was made by Jim Goshorn and seconded by Michelle Klemz. On voice vote, all voted aye. The meeting adjourned at 8:20 p.m.

Libby A. Baker, President

James G. Goshorn, Secretary