

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
April 17, 2012

President Baker called the meeting to order at 7:00 p.m. and led the pledge of allegiance. She asked for a roll call. Commissioners present: Libby Baker, Jim Goshorn, Vicki Paddock, Michelle Klemz, and Gerry Crews. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Supt. of Parks; Lisa Sheppard, Supt. of Recreation, Michael Szpylman, Supt. of Business; Jennifer Gilbert, Marketing/PR Manager; and Suzanne Gage, Administrative Assistant. Please see the attendance list for other visitors.

A motion to accept the regular meeting minutes of March 20, 2012 as presented was made by Michelle Klemz and seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Goshorn, Klemz, Paddock and Baker. Nays: none. Absent: none. Motion carried.

A motion to accept the executive meeting minutes of March 20, 2012 session I as presented was made by Jim Goshorn and seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Goshorn, Klemz, Paddock and Baker. Nays: none. Absent: none. Motion carried.

A motion to accept the executive meeting minutes of March 20, 2012 session II as presented was made by Gerry Crews and seconded by Jim Goshorn. Roll call vote taken. Ayes: Crews, Goshorn, Klemz, Paddock and Baker. Nays: none. Absent: none. Motion carried.

A motion to approve the vouchers list dated 4/11/12 in the amount of \$524,806.56 and the supplemental vouchers list dated 4/17/12 in the amount of \$37,022.04 was made by Jim Goshorn and seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Goshorn, Klemz, Paddock and Baker. Nays: none. Absent: none. Motion carried.

The financial report and treasurer's reports were reviewed. Susie commented that we are doing very well in the financial area as we come to the end of the fiscal year April 30. Revenues have come in as planned in the Recreation fund and expenses were lower than budgeted in all areas. The Board thanked the staff for their hard work.

There were no visitors' comments.

Jeff Reinhard reviewed his written Parks report. Sports field work is well underway. Mowing and weed rotations have begun early since it has been a very different spring. The grow blankets purchased for Hunt Club soccer fields have had excellent results. Baseball and soccer started on time. Staff is working on the aquatic center, which opens in one month.

Lisa Sheppard reviewed the written Recreation report. She introduced Pat Bodame, the new fitness supervisor. He is from Gurnee and was a GPD intern in spring 2008 as well as a fitness attendant prior to getting his Masters. Pat expressed how happy he is to be part of the GPD team. Lisa noted that soccer is going well thanks to the great weather. She also noted that the youth musical theater program presented "Willie Wonka Kids" April 13 and 14, with 651 people attending the four performances. The program has grown tremendously in just two years and they are trying to expand to a larger location. The Recreation staff is gearing up for summer and hiring is complete in both aquatics and camps.

Mike Szpylman reviewed the written Business report. Mike answered questions on the budget document. In response to a question, he noted that new pictures will be taken again this year for aquatic center passes because of the new software system.

Jennifer Gilbert reviewed the Marketing report. Her area is busy promoting events that are coming up. They are also giving support to the Business team in the transition to the new registration software and working on implementation of the tobacco free policy. A press release will go out regarding the tobacco ordinance; some

signage will be placed in parks and information posted on the website and in the summer brochure. The ordinance is effective April 27, 2012.

Director Kuruvilla reviewed the Director's report. IAPD is offering a seminar July 11 on building an effective Board. Members Jim Goshorn, Michelle Klemz, and Gerry Crews decided to attend.

ACTION ITEMS:

A motion was made by Michelle Klemz to approve Ordinance #11/12-5 establishing limitations on the use of tobacco products on park property as presented. Motion seconded by Jim Goshorn. Roll call vote taken. Ayes: Crews, Goshorn, Klemz, Paddock and Baker. Nays: none. Absent: none. Motion carried. President Baker thanked the Reality Illinois group for coming to the Board with the issue and for their perseverance and hard work.

A motion was made by Jim Goshorn to approve fiscal year 2012/2013 budget as presented. Motion seconded by Gerry Crews. Susie noted the small changes made to the budget since the March meeting. She also stated that the County has reported the total EAV on which taxes will be based. The EAV is going down 5.55%; last year it was down 5.76%. Therefore, the 2011 tax rate will be .422. The rate was .394 last year. She also noted that WSRA continues to be very heavily affected by the EAV. Roll call vote taken. Ayes: Crews, Goshorn, Klemz, Paddock and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to accept fiscal year 2012/2013 budget and appropriation ordinance in tentative form and publish notice of a public hearing to be held on May 15, 2012 at 6:45 p.m. at Viking Park, prior to the regular Board meeting. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Goshorn, Klemz, Paddock and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Jim Goshorn to accept the lowest responsible bid from American Outfitters, Waukegan IL, for Gurnee Park District apparel including shirts, hats and backpacks in the amount of \$51,594.90 for light colors and \$52,356.65 for dark colors. Motion seconded by Vicki Paddock. Commissioner Goshorn asked why there was only one bidder. Lisa Sheppard said the bid was mailed out to six vendors. The bid specification excludes vendors who do not have a plant on site and instead outsource their work. American Outfitters is very competitive and they want to keep our business so they "sharpen their pencils". Roll call vote taken. Ayes: Crews, Goshorn, Klemz, Paddock and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to approve the agreement with Sovereign Bank for the lease of a school bus at a cost of \$10,972 per year for the next three years. Motion seconded by Michelle Klemz. This is the same bus that has been leased for the last three years. Midwest Transit does not do their own financing; they use Sovereign Bank. Roll call vote taken. Ayes: Crews, Goshorn, Klemz, Paddock and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to approve the lowest responsible bid from Sundek of Illinois, Rolling Meadows, IL for the concrete repair work at Hunt Club Park Aquatic Center at a cost of \$53,900. Motion seconded by Jim Goshorn. Jeff Reinhard explained why only one bid was received. This is a proprietary and specialty product. The bid specification was advertised in the newspaper and picked up by Manusos Construction. It was also put out to "Bidtool" a website that disseminates bid information to contractors. Roll call vote taken. Ayes: Crews, Goshorn, Klemz, Paddock and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Jim Goshorn to approve the Mobility Device Use Policy as presented. Motion seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Goshorn, Klemz, Paddock and Baker. Nays: none. Absent: none. Motion carried.

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

A motion was made by Jim Goshorn to approve the fiscal year 2012/2013 goals as presented. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Goshorn, Klemz, Paddock and Baker. Nays: none. Absent: none. Motion carried.

In other business: The Director reminded the Board of the upcoming Betty Russell park dedication on April 24 at 6:30 pm. All Board members said they plan to attend.

A motion was made by Michelle Klemz to enter executive session at 8:13 p.m. to discuss:

- The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired 5ILCS 120/2(c)(5)
- To consider information regarding appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel to determine its validity. 5ILCS 120/2(c)(1)

Motion was seconded by Jim Goshorn. Roll call vote taken. Ayes: Crews, Goshorn, Klemz, Paddock and Baker. Nays: none. Absent: none. Motion carried. Susie Kuruvilla and Suzanne Gage were authorized to attend the closed session.

A motion was made by Michelle Klemz to return to open session at 9:53 p.m. Motion seconded by Jim Goshorn. On voice vote, all voted aye.

A motion to adjourn was made by Michelle Klemz and seconded by Jim Goshorn. On voice vote, all voted aye. The meeting adjourned at 9:53 p.m.

Libby A. Baker, President

James G. Goshorn, Secretary