

Truth in Taxation Hearing and Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
November 20, 2012

Board President Jim Goshorn called the Gurnee Park District truth in taxation hearing to order at 6:45 p.m. The President then led the Pledge of Allegiance and the roll was called. Commissioners present: Libby Baker, Vicki Paddock, Jim Goshorn, Gerry Crews and Michelle Klemz. 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/PR Manager; David Phillips, Speer Financial Inc. and Suzanne Gage, Administrative Assistant. There were no other visitors.

The President stated that the truth-in-taxation hearing notice was published in the *Daily Herald* on November 9, 2012. The proposed tax levy for 2012 is \$5,391,620, a 6% increase from the 2011 tax extension. The levy for the corporate and special purpose funds is estimated at \$4,467,814, which is 7.23% higher than the previous year. The total estimated debt service levy is \$923,806. Since the total increase in estimated tax levy including debt service is estimated to be higher than 5%, a truth-in-taxation hearing is being held at this time. The proposed 2012 tax levy is based on an estimate of \$1,276,518,688 of Equalized Assessed Valuation, which is a 6% increase from the 2011 EAV. The new construction amount is estimated to be \$36,127,887. The consumer price index for 2012 is 3%. It is important to keep in mind that the percentage increase in the tax extension amount is an estimate at this time and it is only due to the increase in EAV mainly as a result of new construction in our community. The estimated tax rate for 2012 is .422, which is the same as the 2011 tax rate.

President Goshorn opened the floor for public comments but there were none.

Motion was made by Libby Baker seconded by Gerry Crews to adjourn the hearing at 6:48 p.m. Voice vote taken. All voted aye. Absent: none. The hearing was adjourned.

President Goshorn called the regular meeting to order at 6:48 p.m. He asked for another roll call. Commissioners present: Vicki Paddock, Gerry Crews, Libby Baker, Jim Goshorn and Michelle Klemz. 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; Sue McDougle, Recreation Manager; David Phillips, Speer Financial Inc. and Suzanne Gage, Administrative Assistant.

A motion to accept the regular meeting minutes of October 16, 2012 was made by Michelle Klemz and seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to approve the vouchers list dated 11/15/12 in the amount of \$709,296.23 and the supplemental vouchers list dated 11/20/12 in the amount of \$36,612.27 was made by Libby Baker and seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

The financial and treasurer's reports were reviewed. Commissioner Crews noted that interest rates have increased from .6% to .7%.

There were no visitor comments.

David Phillips from Speer Financial Inc. presented the results of the sale of general obligation limited tax park bonds. Five bids were received with a range up to 2.0375%. The winning bid came from NorthSide Community Bank, Gurnee, IL at an interest rate of 0.95%. The District is able to increase the issue size by \$4500 in order to get within \$2.00 of the \$923,805.80 debt service extension base, the statutory ceiling allowed under the tax cap. Mr. Phillips said this rate is a testimony to the relationships the park district has with the business community. The Board thanked Mr. Phillips for his assistance with the sale. Voting on the bond issue will take place during action items, later in the meeting.

Jeff Reinhard reviewed the Parks Department report. Christine Thompson Park is virtually complete except for sod work and sidewalks that will be added. He discussed the changes to upcoming contracts for use of baseball fields by Gurnee Youth Baseball and Warren Blue Devils Travel Club. They are both agreeable to the new terms and these changes will work out better for our staff.

Lisa Sheppard reviewed the Recreation Department report. Youth basketball started and scheduling is easier because Woodland has new scheduling software this year. Many special events are coming up in December especially Breakfast with Santa. Commissioners were invited to help staff the kitchen. The new flooring was added in the fitness center and it opened up the area nicely. 90% of comments have been positive. Sue McDougle was named IPRA Recreation section Professional of the Year. Board members congratulated Sue, who attended the meeting. Lisa Sheppard nominated her on behalf of the entire Recreation team and she is very deserving of this honor. In addition to her position, she works on the Woodland Foundation and is liaison to WSRA, as well as the Recreation section Early Childhood Committee, and she manages the food booths at Gurnee Days.

Mike Szpylman presented the Business Department report. The finance and payroll software contract was signed with Tyler Technologies. The implementation manager has been assigned and we are actively working with them. The District goes live April 1 for payroll and with General Ledger and Accounts Payable beginning May 1, the beginning of the fiscal year.

Jennifer Gilbert reviewed the Marketing report. Staff is gearing up for upcoming promotions, i.e. fitness center and aquatic center renewals. She noted that we will send a letter to all past customers of the aquatic center about the renewal process. Staff is looking at software to give a more user-friendly experience for browsing the brochure including on mobile devices. Jennifer also noted that Suzy Swirl is a new sponsor and their staff has been very nice to work with.

Susie Kuruvilla reviewed her report. A 6-month update of goals and objectives based on the Strategic Plan was provided to the Board. Susie stated that we are in a good position six months into the fiscal year. Most goals should be accomplished by the end of the fiscal year. She announced that the District has received the GFOA Distinguished Budget Award. The business team was congratulated and Mike Szpylman was commended as the person who puts the document together for the award. Jim Goshorn suggested displaying the current awards at HCPC and at the Viking office on a rotational basis.

Aquatic center fees are being set for next season. The District is cutting expenses wherever possible but there will be a nominal 3% increase or \$2 per person for a season pass. The goal is to work on setting aside 5% of revenues in fund balances. It was suggested that Wi-Fi be offered at the pool. President Goshorn opined that it is a service that is expected nowadays. There were opinions on both sides of the issue. The GPD computer network could not be used for security reasons. The Director will explore the idea further and report back to the Board.

It was announced that the Holiday Train is stopping at Viking Park/Depot Road at 4:20 pm on Saturday, December 8. The Parks team is assisting with setup and general support.

The Director noted that staff is working with consultants on the Ravinia Park master plan and plans to apply for a future OSLAD grant for funding.

ACTION ITEMS

A motion was made by Vicki Paddock to approve the revised fund balance policy as presented. Motion was seconded by Michelle Klemz. The Director discussed the policy. Section 21.7 was revised to state that "Any deviation must be approved by the Board and a plan put in place to adhere to the policy within a five year period." Susie noted that GPD continues to set aside 25% of expenditures in fund balances. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to appoint Gerry Crews as delegate to the IAPD annual business meeting on January 26, 2013 and Michelle Klemz as the alternate delegate. Motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to approve categories of services as presented. Motion was seconded by Gerry Crews. This is the first step in the budget process for FY 13/14. The dance program is being moved into the private category since it is self-supporting. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to approve the annual levy ordinance #12/13-16. Motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to approve NorthSide Community Bank, Gurnee, IL to issue bonds at an interest rate of 0.95%. Motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to approve Ordinance #12/13-17 for the issuance of \$915,900 in general obligation limited park bonds series 2012 of the Gurnee Park District and for the levy of a direct annual tax to pay the principal and interest of said bonds. Motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to approve ordinance 12/13-4 annexing certain property to the Gurnee Park District commonly known as 34011 N. Hunt Club Rd. Motion was seconded by Libby Baker. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to approve ordinance 12/13-5 annexing certain property to the Gurnee Park District commonly known as 16399 W. Washington St. Motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to approve ordinance 12/13-6 annexing certain property to the Gurnee Park District commonly known as 12966 W. Crescent Avenue. Motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to approve ordinance 12/13-7 annexing certain property to the Gurnee Park District commonly known as 35946 N. Knowles Rd. Motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to approve ordinance 12/13-8 annexing certain property to the Gurnee Park District commonly known as 35773 N. Knowles Rd. Motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to approve ordinance 12/13-9 annexing certain property to the Gurnee Park District commonly known as 34401 N. Hunt Club Rd. Motion was seconded by Libby Baker. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to approve ordinance 12/13-10 annexing certain property to the Gurnee Park District commonly known as 17248 and 17236 W. Grand Avenue. Motion was seconded by Libby Baker. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to approve ordinance 12/13-11 annexing certain property to the Gurnee Park District commonly known as 34579, 34615, 34643, 34675, 34697, and 34705 N. Hunt Club Rd. Motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to approve ordinance 12/13-12 annexing certain property to the Gurnee Park District commonly known as 35297, 35271, and 35257 North Hunt Club Rd. Motion was seconded by

Michelle Klemz. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to approve ordinance 12/13-13 annexing certain property to the Gurnee Park District commonly known as 36185 N. Fuller Rd. Motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to approve ordinance 12/13-14 annexing certain property to the Gurnee Park District commonly known as 33289 Hunt Club Rd. Motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to approve ordinance 12/13-15 annexing certain property to the Gurnee Park District commonly known as 36725 and 36759 N. Skokie Hwy. Motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to designate Suzanne Gage as the local election official for the purpose of accepting candidate petitions in the April 9, 2013 election. Motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Absent: none. Motion carried.

In other business:

- The Director briefly discussed health care reform. Starting Jan 2014, minimum essential health coverage must be offered to those working 30 hours per week or more. For employers with many part time employees, such as park districts, this will have a huge impact and a re-structuring may be necessary.
- The Park District received notice that there will be an IMRF audit on December 10. There are no concerns however.

The board recessed at 8:15 p.m.

The board reconvened at 8:23 p.m.

A motion was made by Michelle Klemz to enter executive session at 8:23 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 Libby Baker. Roll call vote taken. Ayes: Crews, Klemz, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried. Susie Kuruvilla, Jeff Reinhard, Lisa Sheppard, Mike Szpylman Jennifer Gilbert and Suzanne Gage were authorized to attend the closed session.

A motion was made by Michelle Klemz to return to open session at 9:37 p.m. Motion seconded by Libby Baker. On voice vote, all voted aye.

A motion to adjourn was made by Michelle Klemz and seconded by Libby Baker. On voice vote, all voted aye. The meeting adjourned at 9:37 p.m.

James G. Goshorn, President

Michelle Klemz, Secretary