

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
December 20, 2016

President Goshorn called the regular meeting to order at 7:00 pm and led the Pledge of Allegiance. He asked for a roll call. Commissioners present: Libby Baker, Gerry Crews, Vicki Paddock, Michelle Klemz and Jim Goshorn. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Director of Parks and Planning; Mike Szpylman, Director of Business Services; Scott Crowe, Director of Recreation; Jennifer Gilbert, Director of Marketing and Community Relations; and Suzanne Gage, Administrative Assistant. There were no visitors at the meeting.

A motion was made by Michelle Klemz to approve the minutes of the truth in taxation hearing and regular meeting of November 15, 2016. The motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to approve the total bills and payroll in the amount of \$1,952,459.65 presented on December 20, 2016 and a payout to Pro-Techs Surfacing, Sharon Center, Ohio in the amount of \$63,847 for Ravinia Park surfacing was made by Libby Baker and seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: none. Motion carried.

The financial report and treasurer's report were reviewed.

The President opened the floor to visitors however there were no members of the public in attendance.

Department Directors reviewed their written reports with the Board.

Director of Parks and Planning Jeff Reinhard stated that ice rinks have been installed for the season. The new bridge at Ravinia Park cannot be salted because it is over a wetland. It is being snow blown and signs were installed to notify that it is slippery when wet. The pathway was asphalted just after Thanksgiving. The project is now complete.

Director of Recreation Scott Crowe reported that Ginni Gianneschi is leaving her position as Preschool/Camp Coordinator after 17 years at the Park District. Preschool teacher Dina Dowmon will take on that role. Sallie Roniss, painting instructor for 13 years, is retiring. A new instructor has been hired. Sunday dance classes are being offered for the first time. Basketball registration is up since last year. The Gurnee Days theme this year is sports-related and is "Let's Play Ball".

Director of Business Services Mike Szpylman reviewed the copier cost analysis with the Board. There has been about \$10,000 per year in savings with the new company.

Several required tax abatement ordinances were noted and will be voted during action items. There were no questions.

Director of Marketing and Community Relations Jennifer Gilbert reported that the new website is still being refined and 'tweaked'. 57% are accessing the site on mobile devices, not including tablets. There was discussion about the changing demographics in the Park District and how to market to the 55 and over group. The Preview Guide will be going out to school districts but this year will focus specifically on the school-age group.

Jennifer noted that the Winter Wonderland Walk in Southridge was cancelled because of the cold. GO Gurnee will continue to grow because of Lake County's interest in the program. Other areas are requesting materials on the program. The idea of a trademark for the "GO" portion was discussed.

The Executive Director reviewed her report. She discussed the revision to the Ordinance Code and Policy Manual that has taken place for the last two months. Rules that relate to the public's need to know how to

use the parks will be part of the Ordinance Code. Any direction given by the Board regarding policy or how to “run” the District, became part of the GPD Policy Manual. The title “Board Policy Manual” will no longer be used. Susie clarified that the Code was not changed but looks much cleaner in the new format. Board members asked questions and asked for certain items to be reviewed prior to January. Susie thanked Commissioner Baker for raising the issues with the previous documents. She also thanked Mike Szpylman, Scott Crowe and Suzanne Gage for working with her on the projects.

The Strategic Plan was discussed. It is in draft form so that the Board can give feedback before approval. It can be discussed at the January meeting and possibly voted on at the February meeting. After the January meeting, it will be put on display for the public.

Operational changes at Hunt Club Park Aquatic Center were presented for Board discussion. Based on pass holder feedback, campers will use the pool from 10 - noon and then the facility will open to the public at noon. The pool will close at 7 pm rather than 8 pm. Weekend hours will be 11 am until 7 pm. When high schoolers go back to school, the pool will be open only on Friday, Saturday and Sunday, rather than from 4-7 pm on weekdays. President Goshorn suggested flexibility and staying open on hot evenings if demand is there. The Board and staff concurred. The changes will save about \$19,000. President Goshorn said it is a well thought out plan. The Executive Director thanked Kara Moss, Scott Crowe and Jennifer Gilbert.

The Director thanked the Board for their assistance with Breakfast with Santa.

ACTION ITEMS

A motion was made by Vicki Paddock to approve Ordinance #16/17-5 abating taxes for the year 2016 to pay debt service on the \$6 million general obligation bonds series 2001 (alternate revenue source) issued to finance construction of the aquatic center. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Baker, Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to approve Ordinance #16/17-6 abating taxes for the year 2016 to pay debt service on the \$8.51 million general obligation bonds series 2013A (alternate revenue source) issued for the purchase and improvement of FitNation. Motion seconded by Libby Baker. Roll call vote taken. Ayes: Baker, Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to approve Ordinance #16/17-7 abating taxes for the year 2016 to pay debt service on the \$1.99 million general obligation bonds series 2014A (alternate revenue source) issued for the rehabilitation of the FitNation facility. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to approve Ordinance #16/17-8 abating taxes for the year 2016 to pay debt service on the \$3.91 million general obligation bonds series 2015B (alternate revenue source) issued to refund 2005 debt certificates. Motion seconded by Gerry Crews. Roll call vote taken. Ayes: Baker, Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to approve Ordinance #16/17-9 establishing a travel reimbursement policy in accordance with the Local Government Travel Expense Control Act as presented. Motion seconded by Michelle Klemz. The Executive Director stated that no changes were made since its presentation last month and it does not change current practice. Roll call vote taken. Ayes: Baker, Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: none. Motion carried.

Susie Kuruvilla thanked the Board on behalf of the staff for their support this past year.

A motion was made by Gerry Crews to enter executive session at 8:20 pm to discuss:

- the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, including hearing testimony on a complaint lodged against an employee to determine its validity. (5ILCS 120/2 (c)(1))

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

A motion was made by Vicki Paddock to return to open session at 8:40 pm. Motion seconded by Gerry Crews. On voice vote, all voted aye and the motion passed.

A motion to adjourn was made by Michelle Klemz and seconded by Gerry Crews. On voice vote, all voted aye. The meeting adjourned at 8:40 pm.

James G. Goshorn, President

Michelle Klemz, Secretary