

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
November 19, 2019

President Goshorn called the regular meeting to order at 7:00 pm. The President led the Pledge of Allegiance and asked for roll call. Commissioners present: Vicki Paddock, Michelle Klemz, Gerry Crews and Jim Goshorn. Also present: Susie Kuruvilla, Executive Director; Mike Wick, Director of Recreation; Mike Szpylman, Director of Business Services; Jeff Reinhard, Director of Parks; and Jennifer Gilbert, Director of Marketing and Community Relations; and Sue McDougale, Manager of Recreation and Facility Services; Diane Delorenzo, Aquatic Manager; and Tim Rochford, Fitness Operations Supervisor.

As the first order of business, the President called the Truth in taxation hearing. The President stated that the truth-in-taxation hearing notice was published in the *Daily Herald* on November 8, 2019. The proposed tax levy for 2019 is \$6,129,586, a 6% increase from the 2018 tax extension. The levy for the corporate and special purpose funds is estimated at \$5,101,372 which is 7.09% higher than the previous year. The total estimated debt service levy is \$1,028,214. 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 2019 tax levy is based on an estimate of \$1,225,025,207 Equalized Assessed Valuation, which is a 6% increase from the 2018 EAV. The new construction amount is estimated to be \$47,383,050. The consumer price index is 1.9%.

A motion was made by Vicki Paddock to approve the minutes of the regular meeting of October 15, 2019. The motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Klemz, Paddock, and Goshorn. Nays: none. Absent. Campbell. Motion carried.

A motion was made by Michelle Klemz to approve the Executive Session meeting minutes of October 15, 2019. The motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Paddock, Crews, and Goshorn. Nays: none. Absent. Campbell. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$ 1,320,736.83 presented on November 19, 2019, was made by Gerry Crews and was seconded by Vicki Paddock. Ayes: Crews, Klemz, Paddock, and Goshorn. Nays: none. Absent. Campbell. Motion carried.

The financial report and treasurer's report were reviewed.

Department Directors reviewed their written reports with the Board.

Director of Parks Jeff Reinhard reviewed the parks report. The Viking Park Maintenance Facility is coming along well. The asphalt needs to be fixed this spring as the job was not done to proper standards. A final walkthrough is tentatively scheduled for December 4, 2019. The dedicated bricks for Providence Oaks have been ordered, the old bricks are available for individuals to pick up.

Director of Recreation Mike Wick reviewed the recreation report. Mike introduced Tim Rochford the new Fitness Operations Supervisor. Sue McDougale introduced Caitlin Deputla, newly hired Customer Experience Supervisor. She is very knowledgeable with RecTrac. Diane DeLorenzo presented the annual Aquatic Center report. Aquatic Season Pass Sales are down 8% but the Aquatic Daily Online pass sales were up 89%. Aquatic Rentals are up from last season. 51 active

rescues in the aquatic center, which is down from 81 last year. An active rescue is when a lifeguard gets out of their seat and needs to assist an individual. The Aquatic Center had a balanced budget for the 2019 season. Director Spyzlman is projecting \$14,000 to transfer to future capital needs for the Aquatic Center. Recruitment continues for the Fitness Facility Manager position.

Director Mike Szpylman reviewed the Business Services report. The health insurance plan year started and the rates are great. November 19, 2019, was the last date of open enrollment for employees.

Director Jennifer Gilbert reviewed the Marketing and Community Relations report. The Marketing department is currently looking for a full time Graphic and Brand Specialist as well as a part-time Marketing Assistant. The Marketing Team works with every department and is looking to fulfil the Assistant position as soon as possible. Director Gilbert is reviewing the current Gurnee Days website to determine what updates will need to be completed once Gurnee Days becomes an event of Gurnee Park District. A FitNation campaign is being launched with a third party to help increase membership sales. The winter program guide will be delivered on November 21, 2019.

Executive Director Susie Kuruvilla reviewed her report. Six months of the fiscal year are completed. Director Szpylman presented the quarterly financial report. Current projections show Gurnee Park District is at 95% of the projected annual budgeted revenue.

Executive Director Kuruvilla presented the iDashboards related to FitNation operations.

ACTION ITEMS

A motion was made by Vicki Paddock to approve the annual tax levy ordinance #19/20-3 and was seconded by Gerry Crews. Roll call vote taken. Ayes: Paddock, Klemz, Crews, and Goshorn. Nays: none. Absent. Campbell. Motion passed.

Commissioner Goshorn introduced Mark Jeretina from Speer Financial and he explained the bond sale. The District went out to bid and received six bids. The bond proceeds is used to fund prior debt obligations and capital projects. A motion was made by Michelle Klemz to approve Gurnee Community Bank, a branch of Libertyville Bank & Trust Company, N.A to issue the bonds at an interest rate of 1.77%.and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Klemz, Crews, and Goshorn. Nays: none. Absent. Campbell. Motion passed.

A motion was made by Vicki Paddock to approve Ordinance #19/20-4 for the issuance of \$942,140 in general obligation limited park bonds series 2019B of the Gurnee Park District and for the levy of a direct annual tax to pay the principal and interest of said bonds and was seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Crews, Paddock, and Goshorn. Nays: none. Absent. Campbell. Motion passed.

A motion was made by Michelle Klemz to approve Categories of Services as presented and was seconded by Gerry Crews. Roll call vote taken. Ayes: Paddock, Klemz, Crews, and Goshorn. Nays: none. Absent. Campbell. Motion passed.

Appointees were selected for the IAPD annual business meeting at the IAPD/IPRA Conference from January 23 to January 25, 2020. A motion was made by Gerry Crews and seconded by Michelle Klemz to appoint Jim Goshorn as the delegate for the IAPD annual business meeting on January 25, 2020, and Susie Kuruvilla as the alternate delegate. Roll call vote taken. Ayes: Klemz, Paddock, Crews, and Goshorn. Nays: none. Absent. Campbell. Motion passed.

OTHER BUSINESS

A motion to adjourn was made by Vicki Paddock and seconded by Michelle Klemz. On voice vote, all voted aye. The meeting adjourned at 8:42 pm.

James G. Goshorn, President

Saundra Campbell, Secretary