

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
March 17, 2020

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, Sandra Campbell and Jim Goshorn. Also present: Mike Szpylman, Director of Business Services and Melissa Greenthal, Operations Analyst. On conference call: Susie Kuruvilla, Executive Director; Mike Wick, Director of Recreation; Jeff Reinhard, Director of Parks; and Jennifer Gilbert, Director of Marketing and Community Relations.

A motion was made by Michelle Klemz to approve the minutes of the regular meeting of February 25, 2020. The motion was seconded by Gerry Crews. Roll call vote taken. Ayes: Campbell, Klemz, Paddock, Crews, and Goshorn. Nays: none. Absent. None. Motion carried.

A motion was made by Vicki Paddock to approve the minutes of the Executive Session meeting of February 25, 2020. The motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Paddock, Crews, Campbell, Klemz, and Goshorn. Nays: none. Absent. None. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$776,516.71 presented on March 17, 2020, was made by Gerry Crews and was seconded by Michelle Klemz. Ayes: Paddock, Campbell, Crews, Klemz, and Goshorn. Nays: none. Absent. None. Motion carried.

The financial report and treasurer's report were reviewed. Commissioner Paddock asked what the financial impact is with facilities closed for two weeks. Director Szpylman indicated full and part time payroll will continue to come out of the corporate and recreation funds and if necessary we will go into reserves. Refunds will be granted for programs and membership costs during the time facilities are closed.

The President opened the floor to visitors; there were no visitors present.

Department Directors reviewed their written reports with the Board.

Director of Parks Jeff Reinhard reviewed the parks report.

Director of Recreation Mike Wick reviewed the recreation report.

Director Mike Szpylman reviewed the Business Services report.

Director Jennifer Gilbert reviewed the Marketing and Community Relations report.

Executive Director Susie Kuruvilla reviewed her report. Director Szpylman presented the preliminary budget for FY 2020/2021. Director Szpylman presented the five year capital plan which includes new vehicle and equipment purchases and planned park renovations. Commissioner Goshorn asked how the roofs at Hunt Club and FitNation are handled. Director Reinhard indicated there is a contract with Waukegan Roof to perform inspections and repairs on each roof annually to maintain the roofs. Executive Director Kuruvilla discussed the COVID-19 Outbreak Action Plan, the plan will be updated as more information becomes available.

ACTION ITEMS

A motion was made by Gerry Crews to approve the lease agreement between Gurnee Park District and Athletico for the use space at FitNation as presented and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Campbell, Klemz, Crews, and Goshorn. Nays: none. Absent. None. Motion passed.

A motion was made by Vicki Paddock to approve the salary tables for FY 20/21 as presented and was seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Campbell, and Goshorn. Nays: none. Absent. None. Motion passed.

A motion was made by Michelle Klemz to approve purchase of a 2020 4x4 Ford Explorer at a net cost of \$28,690 from Morrow Brothers Ford., Greenfield, IL and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Campbell, Paddock, Klemz, and Goshorn. Nays: none. Absent. None. Motion passed.

A motion was made by Michelle Klemz to approve purchase of a 2020 8 passenger Transit Van at a net cost of \$27,111 from Landmark Ford, Springfield, IL and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Campbell, Paddock, Klemz, Crews, and Goshorn. Nays: none. Absent. None. Motion passed.

A motion was made by Michelle Klemz to approve purchase of a Dingo TX1000 Wide track with a 24 HP Kubota motor, forks, bucket and a grapple rake at a net cost of \$35,843 from Russo Power., Hainesville, IL through the joint purchasing program; Sourcewell and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Campbell Klemz, Paddock, and Goshorn. Nays: none. Absent. None. Motion passed.

OTHER BUSINESS

A motion to adjourn was made by Gerry Crews and seconded by Michelle Klemz. On voice vote, all voted aye. The meeting adjourned at 7:54 pm.

James G. Goshorn, President

Saundra Campbell, Secretary