

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
May 21, 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: Michelle Klemz, Vicki Paddock, Gerry Crews and Jim Goshorn. Commissioners Absent: Libby Baker. Also present: Susie Kuruvilla, Executive Director; Mike Wick, Director of Recreation; Jennifer Gilbert, Director of Marketing and Community Relations; Jeff Reinhard, Director of Parks; Kraig Owens, Safety Supervisor; Melissa Greenthal, Operations Analyst and Sandra Campbell, Incoming new Commissioner. Please see the attendance sheet for additional visitors.

A motion was made by Vicki Paddock to approve the minutes of the regular meeting of April 16, 2019. The motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Paddock, Klemz, and Goshorn. Nays: none. Absent: Baker. Motion carried.

A motion was made by Michelle Klemz to approve the minutes of the Executive session meeting minutes I of April 16, 2019. The motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Crews, Klemz, and Goshorn. Nays: none. Absent: Baker. Motion carried.

A motion was made by Gerry Crews to approve the minutes of the Executive session meeting minutes II of April 16, 2019. The motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Crews, Klemz, and Goshorn. Nays: none. Absent: Baker. Motion carried.

Secretary Klemz administered the oath of office to Gerry Crews who has been re-elected to a new four-year term as park commissioner.

Secretary Klemz next administered the oath of office to Sandra Campbell who has been elected to a new four-year term as park commissioner.

Sandra Campbell took the seat as commissioner while Michelle Klemz left the meeting.

A public hearing on the fiscal year 2019/2020 budget and appropriation was called to order by President Goshorn at 7:06 p.m. President Goshorn stated that the Budget & Appropriation Ordinance was prepared in tentative form and posted at Viking Park Community Center, Hunt Club Park Community Center and on the Park District website for the last thirty days. No changes have been made to the ordinance since it was posted in tentative form. A notice was published in the Daily Herald on May 10, 2019 regarding the hearing today. The total appropriation for all funds is \$21,476,635. President Goshorn opened the floor for public comment. There were no comments from the audience. Vicki Paddock made a motion to adjourn the hearing and Gerry Crews seconded. On voice vote, all voted aye. The hearing adjourned at 7:08 p.m. and the regular meeting resumed. Commissioners present: Sandra Campbell, Vicki Paddock, Gerry Crews and Jim Goshorn. Commissioners Absent: Libby Baker.

A motion to approve the total bills, payouts and payroll in the amount of \$1,466,375.07 presented on May 21, 2019, was made by Gerry Crews and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Crews, Campbell, and Goshorn. Nays: none. Absent: Baker. 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 behind schedule due to the weather not cooperating. The pathway at Viking Park is underway. Kraig Owens was

contacted by the U.S Environmental Protection Agency following the plant explosion in the area. Preliminary testing shows the wetland area at Village Park have some containments which include gas, diesel, and siloxane. The playground area is safe for the public. EPA is working with collecting and cleaning up the waste. Next steps the EPA is working with Aecon on how to contain and monitor the area. AB Specialty Silicones pays for the cleanup. Director Reinhard presented the plans for South and Chittenden Parks. Commissioner Goshorn inquired about the use of video surveillance to monitor park usage. Director Gilbert discussed a variety of options that are available to count movement within parks to monitor the traffic flow. Commissioner Paddock asked if there is a concern of vandalism among the parks. Director Reinhard indicated there have not been many issues with vandalism. District 50 is installing fiber lines and has requested an easement in Hunt Club Park; there is only a small southwest corner in the woods where they will burrow small holes into the ground to run the fiber lines.

Director of Recreation Mike Wick reviewed the recreation report. Fitness memberships are up 73 members from this time last year. Retention will be the primary focus in fitness for the summer. Camp enrollment is higher than this time last year. University Park Dedication is on May 28, Shaw Park Dedication is on May 30 both will be from 5:30 to 7:00 pm. Swim School membership is doing well with a slight drop expected this summer as people enroll in other outdoor activities.

Executive Director Susie Kuruvilla reviewed the Business Services report. The annual audit begins the last week of May. The final report will be available at the July board meeting.

Director of Marketing and Community Relations Jennifer Gilbert reviewed her report. The summer brochure was the first using American Litho; we are pleased with the results. There will be some changes in the design and process to further improve the brochure. The fall brochure will be a collaboration with a freelancer. The marketing team is increasing video posts on social media including a last story with Ms. Debbie preceding her retirement. A postcard is being sent to targeted areas for the Aquatic Center passes. A new Gurnee Park District app is now in development through Reach. Commissioner Goshorn asked if personalization is possible on the app. Director Gilbert indicated personalization is possible including alerts for areas of interest.

Executive Director Susie Kuruvilla reviewed her report. The 2018/2019 Annual Goals update was provided with many of the goals being completed and some moved into 2019/2020.

ACTION ITEMS

A motion was made by Gerry Crews to approve the Budget & Appropriation Ordinance #19/20-1 and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Campbell, Paddock, and Goshorn. Nays: none. Absent: Baker. Motion passed.

A motion was made by Vicki Paddock to approve the purchase of playground equipment for South Park from BCI Burke in coordination with Play Illinois at a cost of \$50,016.66 and was seconded by Gerry Crews. Roll call vote taken. Ayes: Campbell, Paddock, Crews, and Goshorn. Nays: none. Absent: Baker. Motion passed.

A motion was made by Vicki Paddock to approve the purchase of playground equipment for Chittenden Park from BCI Burke in coordination with Play Illinois at a cost of \$32,222.87 and was seconded by Gerry Crews. Roll call vote taken. Ayes: Campbell, Crews, Paddock, and Goshorn. Nays: none. Absent: Baker. Motion passed.

A motion was made by Gerry Crews to approve the annual Gurnee Park District fiscal calendar for fiscal year 2019/2020 and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Campbell, Crews, and Goshorn. Nays: none. Absent: Baker. Motion passed.

A motion was made by Vicki Paddock to approve the Field Use Agreement with Warren Area Lacrosse Association as presented and was seconded by Gerry Crews. Roll call vote taken. Ayes: Campbell, Crews Paddock, and Goshorn. Nays: none. Absent: Baker. Motion passed.

A motion was made by Gerry Crews to approve resolution #19/20-1 requesting of land from the Village of Gurnee and authorizing the execution of an intergovernmental agreement with the Village of Gurnee and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Campbell, Crews, and Goshorn. Nays: none. Absent: Baker. Motion passed.

A motion was made by Vicki Paddock to approve annexation ordinance #19/20-2 as presented and was seconded by Gerry Crews. Roll call vote taken. Ayes: Campbell, Paddock, Crews, and Goshorn. Nays: none. Absent: Baker. Motion passed.

Election of officers was conducted:

A motion was made by Vicki Paddock to elect Jim Goshorn as President for a one-year term. No further nominations were offered. Roll call vote taken. Ayes: Paddock, Campbell, Crews, and Goshorn. Nays: none. Absent: Baker. Motion passed and Jim Goshorn was elected as President.

A motion was made by Gerry Crews to elect Vicki Paddock as vice president for a one-year term. No further nominations were offered. Roll call vote taken. Ayes: Paddock, Crews, Campbell, and Goshorn. Nays: none. Absent: Baker. Motion passed and Vicki Paddock was elected as Vice President.

A motion was made by Gerry Crews to elect Sandra Campbell as secretary for a one-year term. No further nominations were offered. Roll call vote taken. Ayes: Crews, Paddock, Campbell, Goshorn. Nays: none. Absent: Baker. Motion passed and Sandra Campbell was elected Board Secretary.

A motion to appoint Mike Szpylman as treasurer was made by Gerry Crews and seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Crews, Campbell, and Goshorn. Nays: none. Absent: Baker. Motion passed.

A motion to appoint Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer P.C. as Park District attorneys were made by Vicki Paddock and seconded by Gerry Crews. Roll call vote taken. Ayes: Campbell, Paddock, Crews, and Goshorn. Nays: none. Absent: Baker. Motion passed.

A motion was made by Gerry Crews to approve the annual Park Board meeting schedule as presented. Motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Crews, Campbell, and Goshorn. Nays: none. Absent: Baker. Motion passed.

OTHER BUSINESS

A motion to adjourn was made by Gerry Crews and seconded by Vicki Paddock. On voice vote, all voted aye. The meeting adjourned at 8:32 pm.

James G. Goshorn, President

Sandra Campbell, Secretary