

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
August 17, 2010

Board President Libby Baker called the regular meeting of the Gurnee Park District Board of Commissioners to order at 7:00 p.m. The President led the Pledge of Allegiance and the roll was called. Commissioners present: Libby Baker, Vicki Paddock and Jim Goshorn. Commissioners absent: Russ Johnson and Donna Kolar. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Supt. of Parks; Lisa Sheppard, Supt. of Recreation; Scott Crowe, Aquatics Manager; Jennifer Gilbert, Marketing & Public Relations Manager, and Suzanne Gage, Administrative Assistant. Please refer to the attendance record for other visitors.

A motion to accept the regular meeting minutes of July 20, 2010 as presented was made by Vicki Paddock and seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Paddock, and Goshorn. Nays: none. Absent: Johnson and Kolar. Motion carried.

A motion to approve the vouchers list dated 8/11/10 in the amount of \$802,104.91 and the supplemental vouchers list dated 8/17/10 in the amount of \$13,176.00 was made by Jim Goshorn and seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Paddock, and Goshorn. Nays: none. Absent: Johnson and Kolar. Motion carried.

The financial and treasurer's reports were reviewed. Commissioner Baker commented that about 50% of revenue for the year has been collected. On review of the treasurer's report, the Director commented that everything is in good shape.

There were no visitors' comments.

Jamie Wilkey, representing auditors Lauterbach & Amen, was introduced in order to review the audit. Ms. Wilkey noted that Gurnee Park District received an unqualified opinion, which is the highest level that can be received. It means that the financial statements are free of material misstatements. She also noted that GPD received the GFOA Certificate of Achievement for Excellence in Financial Reporting for the 12th consecutive year. She encouraged board members to read the management discussion and analysis section, which is prepared by the park district management and gives an overview of the changes in the financials from last year to this year. The statistical section gives 10-year trend tables. She noted there has been a positive change in fund balance for the past 6 years, which in this economy is impressive. The Board had no specific questions and thanked Ms. Wilkey for her report.

Lisa Sheppard introduced Scott Crowe, Aquatics manager, to discuss the recent successes of the lifeguard staff. Lisa stated that the aquatic team has been second to none, with no major injuries or incidents to report this season. The staff is always complimented by the public and she is continually proud of what they accomplish. She attended the lifeguard games this year and was impressed with not only how the team performed but was proud of how our staff behaved compared to other teams. She introduced Scott who noted that the staff received its third audit of the season on August 6 and received an "exceeds", which is the highest score possible. Dan Neal received a golden guard award during this audit. He is the seventh GPD guard to receive this award from Ellis & Associates. 4,000 guards are Ellis-licensed and about 100 receive this award annually around the world. It is the highest award that an individual guard can receive. Dan was congratulated by all those present at the meeting.

IPRA lifeguard games were held in Woodridge on August 7. 42 teams participated this year, three were from GPD. Gurnee Park District once again repeated as champions of both divisions, a feat never accomplished by any other district. Scott commented that it was very impressive; they don't focus on winning awards but on doing a good job every day. Very young staff went to the games this year. The guards who attended the meeting and represented the aquatic team in addition to Dan Neal were Zach Drennan, Willis Matthews and Chris Victorian. Commissioner Paddock suggested that these achievements be promoted to the public, for example by having a sign in the Gurnee Days parade. Lisa suggested use of a banner which could be added to each year. The Director thanked Scott Crowe for the work he does with his staff.

Jeff Reinhard presented the Parks Department report. HCPCC is closed for annual building maintenance. The gym floor will be refinished on August 18. New carpet will be installed in the hallways and meeting room.

At Laremont pool, Bob Liebert and Althoff, the mechanical contractors, have been overhauling the air handling units and preparing the pool for programming this fall.

He discussed the roofing and carpentry bid that will be approved for the Hunt Club restroom facility at this meeting. A construction meeting will be held on Tuesday with all of the contractors. All permits have been applied for. Construction will start this fall and be ready for next season.

Though letters were sent to about 250 residents, no one attended the Village Park meeting held on August 10. The purpose of the meeting was to present the playground plan and solicit feedback from the neighbors. The board will approve the plan at this meeting and then staff will go out to bid. The apartment complex developer has not begun their project yet. The playground will be completed in the spring.

The ADA assessment has been completed and the transition plan should be completed soon. A public meeting will be held to solicit input on the plan and WSRA will assist by inviting their participants to attend the meeting.

Lisa Sheppard reviewed the Recreation Department report. Day camps officially ended on Friday. Sue McDougale and Sabrina Hinkens did an excellent job running the programs. They are now working on CARE and preschool planning. She thanked District 50 and 56 for their cooperation and assistance this summer.

She noted that the first "Great American Family Campout" was a big success with 125 participants. Every parent really enjoyed it. 500 people came out to the aquatic center for "Family Float Night and Bingo". The teen pool party attracted about 500 teens Thursday night of Gurnee Days weekend. The summer concerts were well attended all season, especially for the bigger bands.

HCHY is coordinating a school supply assistance drive. Joy! Lutheran Church is staffing the distribution on August 18. About 100 backpacks have been collected for needy families. It has been advertised on all the taxing bodies' websites and at the school open houses.

Lisa advised that the reversible soccer jerseys are being favorably received by families. The Park District is committing to keep this jersey for five years so that families don't need to buy a new shirt each year. It can be worn until the child no longer fits in it or it wears out. The shirt can also be handed down to younger family members.

Marketing/Public Relations Manager Jennifer Gilbert discussed her report and noted that they set up a booth with Park District information at the Woodland Proof of Residency Event. Staff is currently working on a fall fitness promotion which will run from September 15 until the end of October. Several surveys will be going out as the summer session ends. They are also working to promote Laremont pool prior to the opening. There will be TV commercials this fall for the fitness promotion.

Director Kuruvilla presented her report. She discussed Gurnee Days activities. The weather challenge on Friday was handled well. So many people talked about how great our staff is, not just for the work they do, but their attitudes. All the staff worked together well. GPD team of Scott Crowe and Ryland Marchioni won the rib eating contest. She noted that the park was full of trash Saturday night but on Sunday morning it was all cleaned up. There was an overnight parks crew that did a great job.

There is discussion within the Gurnee Days Committee regarding relocation of the carnival so that it is more noticeable to those in attendance.

ACTION ITEMS

A motion was made by Vicki Paddock to approve the playground plans for Village Park as presented. Motion was seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Paddock, and Goshorn. Nays: none. Absent: Johnson and Kolar. Motion carried.

A motion was made by Jim Goshorn to approve the fiscal year 2009/2010 Audit as presented. Motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Paddock, and Goshorn. Nays: none. Absent: Johnson and Kolar. Motion carried.

A motion was made by Vicki Paddock to approve the lease agreement with SEDOL for the use of Laremont Pool as presented. Motion was seconded by Jim Goshorn. The Director stated that staff met with SEDOL's architects. A barrier needs to be created between the two areas. The agencies have agreed to come to an effective solution and to split the cost. The Director commented that SEDOL staff have been the nicest people to work with. Commissioner Goshorn suggested posting a sign at Laremont that states that we are compliant with the Virginia Graeme Baker law. Roll call vote taken. Ayes: Baker, Paddock, and Goshorn. Nays: none. Absent: Johnson and Kolar. Motion carried.

A motion was made by Jim Goshorn to approve the lowest responsible bid for carpentry and roofing for the Hunt Club Park restroom facility from Workmasters, Des Plaines, IL in the amount of \$77,600. Motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Paddock, and Goshorn. Nays: none. Absent: Johnson and Kolar. Motion carried.

A motion was made by Vicki Paddock to approve the Gift Acceptance Policy as presented. Motion was seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Paddock, and Goshorn. Nays: none. Absent: Johnson and Kolar. Motion carried.

A motion was made by Vicki Paddock to enter executive session at 8:10 p.m. to discuss:

A. Semi Annual Review of Executive Session Minutes

Motion was seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Paddock, and Goshorn. Nays: none. Absent: Johnson and Kolar. Motion carried. Susie Kuruvilla and Suzanne Gage were authorized to attend the closed session.

A motion was made by Vicki Paddock to return to open session at 8:20 p.m. Motion seconded by Jim Goshorn. On voice vote, all voted aye.

A motion was made by Vicki Paddock to release executive session minutes dated 4/20/10, 11/20/07, 2/22/05, 11/16/04, 7/20/04, 6/15/04, and 1/21/03. Motion seconded by Jim Goshorn. On voice vote, all voted aye.

A motion to adjourn was made by Vicki Paddock and seconded by Jim Goshorn. On voice vote, all voted aye. The meeting adjourned at 8:20 p.m.

Libby A. Baker, President

James G. Goshorn, Secretary