

Regular Meeting Minutes of the  
Gurnee Park District Board of Commissioners  
September 21, 2010

Board President Libby Baker called the regular meeting of the Gurnee Park District Board of Commissioners to order at 7:10 p.m. The President led the Pledge of Allegiance and the roll was called. Commissioners present: Libby Baker, Donna Kolar and Jim Goshorn. Commissioners absent: Vicki Paddock and Russ Johnson. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Supt. of Parks; Lisa Sheppard, Supt. of Recreation; 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 August 17, 2010 as presented was made by Jim Goshorn and seconded by Donna Kolar. Roll call vote taken. Ayes: Baker, Kolar and Goshorn. Nays: none. Absent: Johnson and Paddock. Motion carried.

A motion to accept the executive meeting minutes of August 17, 2010 as presented was made by Donna Kolar and seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Kolar and Goshorn. Nays: none. Absent: Johnson and Paddock. Motion carried.

A motion to approve the vouchers list dated 9/15/10 in the amount of \$740,999.68 and the supplemental vouchers list dated 9/21/10 in the amount of \$46,437.91 was made by Donna Kolar and seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Kolar and Goshorn. Nays: none. Absent: Johnson and Paddock. Motion carried.

The financial and treasurer's reports were reviewed.

There were no visitors' comments.

President Baker introduced Architect Peter Dyke of Thompson Dyke & Associates. He summarized the ADA audit and transition plan that his firm conducted for the Park District. The audit identified the accessibility barriers in the park system. They evaluated all buildings and parks and documented with pictures and numbers. The system was divided into our three park planning areas, which helps in establishing priorities for improvements. 29 facilities are in the system; three were not measured-Kennick and Village park sites as well as the Park maintenance facility and annex house. All data has been entered into an Access database for staff use. Recurring issues in the system include inaccessible routes to program elements, pathway grades that are too steep, clear ground space adjacent to benches, grills, picnic tables, playground surfacing issues, inaccessible portable toilets and need for accessible bathroom elements. With the data, a transition plan was created which identifies four levels of priority and assigns a priority level to each element. The Director noted that the items identified in the transition plan are manageable for the Park District to accomplish over a 20 year period as suggested in the plan. Mr. Dyke noted that the audit and transition plan show that we are making progress in this area. He also said that they are very impressed with our park system; we have been doing a great job managing accessibility issues.

Jeff Reinhard presented the Parks Department report. A great deal of work has been done at Laremont pool since the Park District took over the facility. The air quality has been improved and the water temperature is 85 degrees. There is a leak in a pipe under the building which will be repaired between program sessions in December. The Director stated that staff has done a very good job. Many of the programs are full and others will be marketed to get the word out. The Board thanked Bob Liebert and Scott Crowe for all of their work. They are taking ownership of the facility.

The new washroom facility at Hunt Club Park is underway. Concrete is being poured currently today for the foundation. It should be a 3-month process. The total cost should be \$311,000; \$325,000 was budgeted.

Developer PEDCOR has begun their apartment project at Village Park. Doug Gotham, landscape architect for the Park District, has applied for permits for installation of the pathway bridges and for the playground. District staff will be going out to bid soon. This project is expected to be completed by June 30, 2011.

Commissioner Goshorn asked whether it would be appropriate to ask individuals to present their completed Eagle Scout projects to the Board. The Board and staff concurred. Staff noted that this has been past practice. Commissioner Goshorn will extend the invitation to the individuals he is aware of.

Lisa Sheppard reviewed the Recreation Department report and noted some of the fall programs that are now underway. New youth and adult archery clinics have begun and are very successful. She noted that preschool numbers have increased at both the Hunt Club and Viking locations. The program has been “tweaked” and the name was changed to “Growing Tree” preschool. Dance program participation has increased since last fall as well. CARE has undergone changes since Gurnee grade and the high school combined bus schedules. Lisa noted that the camp report was included in the board report. She credited Sue McDougale and Sabrina Hinkens for a successful camp season. Lisa also referred to the quarterly volunteer report and commended Linda for coordinating our many volunteers in the summer camp program. Spin classes started at the fitness center and they are filling. The fall fitness promotion began on 9/15. HCHY is planning a youth summit in December. It is being planned by juniors and seniors for 8<sup>th</sup> graders. Lisa also announced that our fall Recreation intern is Jack Lawlor from Missouri Valley College.

Marketing/Public Relations Manager Jennifer Gilbert discussed her report. The department is working on the winter fitness promotion and planning aquatic center promotions for 2011. We will be testing markets in the Grayslake and Libertyville area in regard to the aquatic center. A new TV commercial is currently airing for the fitness center. Jennifer is also working with Jeff Reinhard to obtain the IPRA Outstanding Facility and Park Award for Southridge Park as well as developing some sponsorship opportunities with Sports Authority.

Director Kuruvilla presented her report. It is the time of year when the District issues its rollover bonds. The bond amount this year is estimated at \$750,000. A public hearing will be held October 19. This is the first year that the debt service extension base will increase by the percentage increase of the CPI.

IPRA Distinguished Agency accreditation documentation is nearly completed. October 14 is the date of the review. Many people have been involved in the preparation, with Lisa Sheppard being the team leader. She thanked everyone for their hard work.

The Supt. of Business position has been filled. There were several good candidates and it was a very difficult decision. He will begin on October 7. Libby Baker related an observation that candidates had expressed privately to Susie. They told Susie how wonderful they thought the Park District was and how they would have really looked forward to working here. President Baker stated that it says so much about the Park District that they feel strongly about wanting to work here after meeting the staff.

The Director stated that the compensation study normally done every three years was not done last year because of the economy. This year an outside consultant will perform the study. Susie recommended Axiom Consultants be hired once again. They will bring the proposal to the October meeting. They will complete the study in February, prior to finalization of the budget.

Susie noted that the Tree Dedication Ceremony will be held on October 3. The Park District is dedicating two trees this year. One tree is in memory of Erik Peterson, a former GPD intern. The other tree is in honor of Gurnee Days honorees, Bob and George Anne Depke.

It was noted that a new sweep account has been opened with First Midwest Bank. Board action is not needed. Each night, whatever is not needed to cover checks will be swept into savings to earn interest.

## ACTION ITEMS

A motion was made by Donna Kolar to approve the Accessibility Audit and Transition Plan as presented. Motion was seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Kolar and Goshorn. Nays: none. Absent: Johnson and Paddock. Motion carried.

A motion was made by Jim Goshorn approve to Resolution #10/11-1 supporting Gurnee Grade School District #56 bond referendum on November 2, 2010 as presented. Motion was seconded by Donna Kolar. Roll call vote taken. Ayes: Baker, Kolar and Goshorn. Nays: none. Absent: Johnson and Paddock. Motion carried.

A motion was made by Donna Kolar to approve the lowest responsible bid from Parkreation. Inc., Prospect Heights, IL for the purchase of a Berliner Pentagode M Climber at a cost of \$23,675 as presented. Motion was seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Kolar and Goshorn. Nays: none. Absent: Johnson and Paddock. Motion carried.

A motion was made by Jim Goshorn to approve the payment of \$20,000 to Lake County Visitor's Bureau towards the "Gurnee's Got It" campaign in cooperation with the Village of Gurnee. Motion was seconded by Donna Kolar. Roll call vote taken. Ayes: Baker, Kolar and Goshorn. Nays: none. Absent: Johnson and Paddock. Motion carried.

In other business, the Director:

- Noted that it appears that based on nine years of attendance figures, this is third highest attendance season for the aquatic center. The same is true of concession revenue.
- Noted that she is very happy with the overall results of the employee survey. Results will be shared with the staff at the all-staff meeting tomorrow.
- Informed the Board that she had been contacted by a group of Lake County teens who would like to make parks smoke free. They would like to make a presentation to the Board. The Board agreed to hear their presentation at a future meeting.

President Baker commented that someone approached her and said that he feels that our soccer teams are too large and there are too many participants on the field at one time. Libby will forward the resident's information to Lisa Sheppard who will look into it.

A motion was made by Donna Kolar to enter executive session at 8:35 p.m. to discuss:

- A. 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 .
- B. the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

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

A motion was made by Jim Goshorn to return to open session at 8:55 p.m. Motion seconded by Donna Kolar. On voice vote, all voted aye.

A motion to adjourn was made by Jim Goshorn and seconded by Donna Kolar. On voice vote, all voted aye. The meeting adjourned at 8:55 p.m.

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Libby A. Baker, President

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James G. Goshorn, Secretary