

Regular Meeting Minutes of the  
Gurnee Park District Board of Commissioners  
December 21, 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. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Supt. of Parks; Lisa Sheppard, Supt. of Recreation; Mike Szpylman, Supt. of Business; Jennifer Gilbert, Marketing & Public Relations Manager, and Suzanne Gage, Administrative Assistant. Please refer to the attendance record for other visitors.

The President announced that the Board is appointing Michelle Klemz to the seat vacated by Donna Kolar. A motion was made by Jim Goshorn to appoint Michelle Klemz to fill the vacancy on the Park Board created by Donna Kolar's resignation. The motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

The Board Secretary administered the oath of office to Michelle Klemz and she then took her seat.

A motion to accept the truth in taxation hearing and regular meeting minutes of November 16, 2010 as presented was made by Vicki Paddock and seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Klemz, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

A motion to accept the executive session meeting minutes of November 16, 2010 as presented was made by Jim Goshorn and seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Klemz, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

A motion to approve the vouchers list dated 12/15/10 in the amount of \$726,609.07 and the supplemental vouchers list dated 12/21/10 in the amount of \$27,618.49 was made by Jim Goshorn and seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Klemz, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

The financial and treasurer's reports were reviewed. The Director stated that with five months remaining in the fiscal year and we are doing very well.

There were no visitors' comments.

Jeff Reinhard presented the Parks Department report. Ice rinks were started at the end of November and are doing well. The Hunt Club restroom building is coming along. The roof has been put on and the electrical panel is being installed. Siding is being delivered December 23. The building should be completed for soccer season. Work was done at Betty Russell playground. The new pentagode area has been dug out, marked and is ready to go. The play piece has been delivered and the next step will be to lay the foundation for it. Continued work there will depend on the weather. The Viking dance hall floor is being refinished December 22. There are plans to work on the Laremont pool leak while it is shut down.

Lisa Sheppard reviewed the Recreation Department report. The community center is busy with children on winter break. There are also days off trips occurring each day during the break. The basketball program is going well and games begin in January. Swim lessons are going well at both locations. Repairs at Laremont Pool will begin January 3. Many special events are held this month including "Jungle Book Kids" theatre performance, the Viking Park Sings holiday concert which was standing room only and Breakfast with Santa which had two full seatings. A second "Enchanted Evening" event was added and registration is going well. The fitness center is beginning the winter membership campaign offering to renew for a year to lock in member prices. HCHY held the first Teen2Teen youth summit on December 4. Adam Krieger, Warren Township Youth and Family Services

Director, took the lead on it and high school seniors planned the program. 14 teen leaders taught leadership skills to 45 middle school students. It was very successful and may be continued on a quarterly basis.

Mike Szpylman presented the Business Department report. He discussed the tax levy abatement ordinance which is done every year abating taxes on the aquatic center. The aquatic center debt is paid using funds from the Village of Gurnee and the Park District's non referendum bonds. The new fiscal year budget process has begun. He met with the Recreation supervisors and will be meeting with the other teams in coming weeks. Projected fund balance report was reviewed and is tracking nicely. Staff will be upgrading to the latest version of AEK software. Excalibur Technology will be involved as well.

Marketing/Public Relations Manager Jennifer Gilbert discussed her report. The Park District is now on Facebook and Twitter. She encouraged everyone to become a fan of GPD. It will be a nice forum to keep people interested in having a relationship with GPD. She is managing through 'HootSuite'. She noted that Gurnee Review is going out of business and they were a great supporter of our programs. Readership of daily papers in general is going down. Recognizing that Comcast is a huge internet provider in our area and subscribers log in to their email through the Comcast website, GPD will begin advertising on this website in April. For the upcoming 10<sup>th</sup> aquatic center season, the strategy is to reach all previous pass holders. With changes made to the renewal packet, we are able to send to 6000 households at the cost to send to 3000.

Director Kuruvilla presented her report. She noted that the Park District has achieved IPRA/IAPD Distinguished Agency accreditation. She thanked Lisa Sheppard for taking the lead on it. It was a tremendous year for the Park District to also receive the Gold Medal, GFOA Distinguished Budget award, and the twelfth GFOA Certificate of Excellence for financial reporting. She stated that we are projecting an 8% increase in program revenue this year. Scholarship requests have been up and may go over budget.

Axiom Consultants is currently conducting the compensation study on full time positions and a preliminary report will to be brought to the Board in February.

Continental Village Homeowners Association has asked for any used playground equipment that the Park District plans to dispose of. They would be taking it 'as is' and signing a disclaimer. PDRMA has approved of the transfer. There is only one piece that will become available in the spring and the HOA Board is interested in it. The Director asked for the Board's input and after discussion, all were in agreement to allow Continental Village to take the equipment once it becomes available.

Susie noted that Frosty Fest is coming up on January 21; it is a very popular winter event and she urged Board members to attend. She also thanked the Board for their help with Breakfast with Santa on December 11.

#### ACTION ITEMS

A motion was made by Vicki Paddock to approve Ordinance #10/11-5 abating taxes for the year 2010 to pay the debt service on the \$6 million general obligation bonds series 2001 (alternate revenue sources) issued to finance construction of the aquatic center. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Baker, Klemz, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

In other business, the Director noted:

- A new development of senior (55 and over) independent living apartments is being proposed in the Village. The developers are asking for a credit on their donation, noting that the residents will not use park district facilities or programs to a great extent. \$180,000 would be their usual donation. The Director will do more research and asked the board to consider whether a credit should be given.

A motion was made by Vicki Paddock to enter executive session at 8:10 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. Sect. V ILCS 12/2 (c)(1) and

B. the purchase or lease of real property for the use of the public body. Sect. V ILCS 12/2 (c)(5)

Motion was seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Klemz, Paddock and Goshorn. Nays: none. Absent: Johnson. 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 8:35 p.m. Motion seconded by Jim Goshorn. On voice vote, all voted aye.

A motion to adjourn was made by Michelle Klemz and seconded by Jim Goshorn. On voice vote, all voted aye. The meeting adjourned at 8:35 p.m.

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Libby A. Baker, President

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James G. Goshorn, Secretary