

Regular Meeting Minutes of the  
Gurnee Park District Board of Commissioners  
October 18, 2011

President Baker called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance. The President asked for a roll call. Commissioners present: Libby Baker, Vicki Paddock, Michelle Klemz, Gerry Crews, and Jim Goshorn. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director, Jeff Reinhard, Supt. of Parks; Lisa Sheppard, Supt. of Recreation, Michael Szpylman, Supt. of Business; Jennifer Gilbert, Marketing/PR Manager and Suzanne Gage, Administrative Assistant. Please refer to the attendance record for other visitors.

President Baker opened a hearing to get public comment on the proposal to sell \$760,000 Limited Park Bonds. She stated that proceeds from the bonds would be used for various capital projects throughout the Park District. The bonds will also be used to pay off a portion of the debt on the Aquatic Center and the Hunt Club Park Community Center construction. The President opened the floor to public comment. No comments were received during the hearing.

A motion to adjourn the bond hearing at 7:02 pm was made by Vicki Paddock and seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Paddock, Goshorn, Klemz and Baker. Nays: none. Absent: none. Motion carried.

A motion to accept the regular meeting minutes of September 20, 2011 as presented was made by Michelle Klemz and seconded by Jim Goshorn. Roll call vote taken. Ayes: Crews, Paddock, Goshorn, Klemz and Baker. Nays: none. Absent: none. Motion carried.

A motion to approve the vouchers list dated 10/13/11 in the amount of \$639,090.84 and the supplemental vouchers list dated 10/18/11 in the amount of \$362,371.63 was made by Vicki Paddock and seconded by Jim Goshorn. Roll call vote taken. Ayes: Crews, Paddock, Goshorn, Klemz and Baker. Nays: none. Absent: none. Motion carried.

The financial and treasurer's reports were reviewed.

There were no visitor comments.

Jeff Reinhard commented on the Parks report. Betty Russell Park parking lot is complete; pathways to the ball diamonds as well as the ADA entrances are also complete. Today the contractor also completed the ADA asphalt work at Hunt Club Park. Playground equipment is being installed at Vineyard Park. Weather will be important to timing the installation of the synthetic surfaces. Commissioner Crews suggested showing the "before and after" photos on the website. He also noted that staff is doing a nice job on the ball diamond at O'Plaine Park.

Lisa Sheppard commented on the Recreation report. The day camp report had been included in the packet. She said that Sue McDougale, Sabrina Hinkens and Matthew Vanderkamp did a fantastic job as reflected in the report and the surveys. There were many obstacles this past year due to extreme weather. Staff will meet this week to discuss changes to the program based on the survey results and in December, the site directors will meet to give their input. Commissioner Klemz asked about high school intramurals and whether this will be a new source of revenue. Warren did not offer intramural sports last year due to budget constraints. GPD will provide basketball and volleyball to start. The fees are the same as previously charged and the Park District will break even. We can provide the program more economically. It will be marketed through the high school newspaper, e-blasts by both agencies, the winter brochure and flyers in the school. Board members agreed how important intramurals are to the students and complimented the staff for offering the program and on the excellent camp survey results.

Mike Szpylman commented on the Business report. The Director and Mike met with consultant Garry Vaccaro to finalize the contract that the Park District will send to Vermont Systems (RecTrac) prior to sending it to our attorney. Once the contract is signed, staff could begin training as soon as December.

Jennifer Gilbert discussed the Marketing report. She noted that the Trick or Treat Path went very well and the sponsor, Sweet Tomatoes, was great. They will also be at Frosty Fest. Studio 21 will be styling the Princesses' hair for the Enchanted Evening event. In response to a question, Jennifer noted that the website calendar function should improve once the software changes.

Susie Kuruvilla discussed the Directors Report and said that the strategic planning process is going well. Michelle Klemz is representing the Board on the Executive Steering Committee. Eight initiatives have been prepared based on the trend analysis, focus groups and survey responses. ESC has had several healthy discussions on initiatives. October 19 is the first of three Strategic Plan Advisory Committee (SPAC) meetings and staff will summarize the initiatives for the residents on this committee. Subsequent meetings will be held on 11/9 and 11/16. At the next board meeting, staff will present goals based on the initiatives. Commissioner Klemz said it has been a very good process – very comprehensive; staff has been very involved and committed and thought 'outside the box'. Susie asked the Board to read the initiatives and said that more discussion will occur at the next board meeting so that the Board members can have input to the plan.

The Director noted that the grand opening for Betty Russell Park will be celebrated in spring. A Scavenger Hunt may be a part of this event.

Beginning January 1, 2012, Commissioners will be required to complete a one-time training on the Open Meetings Act. Suzanne Gage will coordinate the training as soon as it is available through the Attorney General's office.

The Director commented on the success of Fall Fest. She thanked Kristi Murray and Lisa Sheppard for introducing the event. More activities will be added in the future.

#### ACTION ITEMS

A motion was made by Gerry Crews to appoint Susie Kuruvilla as delegate for the IAPD annual business meeting on January 28, 2012 and Libby Baker as the alternate delegate. Motion seconded by Jim Goshorn. Roll call vote taken. Ayes: Crews, Klemz, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Jim Goshorn to approve the estimated tax levy of \$4,433,154 in the corporate and special purpose funds and \$896,899 in the bond and interest fund bringing the total estimated levy to \$5,330,053 and since the total increase is above 5%, to hold a truth-in-taxation hearing on November 15, 2011 at 6:45 pm at Viking Community Center. Motion was seconded by Vicki Paddock. Susie explained how the levy estimate is calculated. Roll call vote taken. Ayes: Crews, Klemz, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

Under other business, the Director discussed the following:

The Community Survey results have been received. They have been sent to the Board thru email.

Community service awards are due by October 28. The Board was asked to give suggestions to the Director.

President Baker commented that the Trick or Treat Path was wonderful and very well organized. The Park was very clean and people seemed very happy. Susie agreed that it is a great event with lots of teamwork among staff and volunteers.

A motion to adjourn was made by Jim Goshorn and seconded by Michelle Klemz. On voice vote, all voted aye. The meeting adjourned at 7:50 p.m.

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Libby A. Baker, President

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James G. Goshorn, Secretary