

Regular Meeting Minutes of the  
Gurnee Park District Board of Commissioners  
July 17, 2012

President Goshorn called the meeting to order at 7:00 p.m. and led the pledge of allegiance. He asked for a roll call. Commissioners present: Libby Baker, Jim Goshorn, Vicki Paddock, Michelle Klemz, and Gerry Crews. 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. Absent: none. Please see attendance sheet for visitors.

A motion to accept the regular meeting minutes of June 19, 2012 was made by Vicki Paddock and seconded by Gerry Crews. Roll call vote taken. Ayes: Baker, Goshorn, Klemz, Paddock and Crews. Nays: none. Absent: none. Motion carried.

A motion to approve the vouchers list dated 7/12/12 in the amount of \$839,076.37 and the supplemental vouchers list dated 7/17/12 in the amount of \$26,815.50 was made by Michelle Klemz and seconded by Libby Baker. Roll call vote taken. Ayes: Baker, Goshorn, Klemz, Paddock and Crews. Nays: none. Absent: none. Motion carried.

The financial and treasurer's reports were reviewed.

During visitors' comments, David Barkhausen introduced himself as a candidate for Lake County Board. The newly apportioned district that he is running in includes part of Gurnee. He previously served in the Illinois legislature from 1980-96 and then served on the Lake Bluff Village Board for eight years. He is reacquainting himself with local governments by attending various meetings. He noted that one of the responsibilities of the County Board is governance of the Lake County Forest Preserve District. He said that while it is an excellent organization, he hopes to be instrumental in having the Forest Preserve District partner more closely with other agencies including local park districts that share a similar mission. The Board welcomed Mr. Barkhausen and thanked him for attending.

Recreation interns Gina Munji and David McDonald made a presentation to the Board on the Rec Mobile, one of their major projects this summer. The program is running for nine weeks from June to August and features activities in different parks on Monday and Wednesday evenings. The purpose is to promote getting outside and enjoying free play. The program has been well organized with themes each week and has been very well received. Commissioner Klemz said that this gives parents a taste of camp and it is good advertising for the park district. Commissioner Paddock said this fills a niche for children whose parents cannot drive them to activities. Lisa Sheppard said she gave the interns the Rec Mobile idea and they took off with it – coming up with the punch card idea, themes, crafts, games, evaluations, etc. She said they have been doing an outstanding job – including working with volunteers. They are learning a lot since this is a microcosm of the recreation field in general. This program will continue each summer that GPD has interns. Gina and David also described the other projects they are working on. Director Kuruvilla complimented them as being very friendly, happy and doing an overall outstanding job.

Jeff Reinhard reviewed the Parks Department report. He noted that the leak is still occurring at the Aquatic center and continues to be monitored. Bob Liebert has kept on top of the pool chemistry since it has been so warm. To his credit, there have been no issues with cloudiness. Staff has purchased a new sprinkler machine for fall soccer that will also be used to water the Viking Park annex to prepare for Gurnee Days fireworks.

Lisa Sheppard reviewed the Recreation Department report. Both Camp and aquatics staff are doing an excellent job keeping everyone safe in the hot weather. She described precautions being taken to keep staff and patrons hydrated. Lisa noted that the YMCA fitness center in Grayslake is closing. They will be giving Hunt Club Fitness Center information to their patrons. Several have joined already. Commissioner Crews asked whether staff had discussed the unfortunate Glenview pool drowning. The Director noted that she and Lisa met immediately afterward to go over GPD procedures and be sure that all staff were aware of the incident. Lisa said they did an in depth training last Friday that included simulating the event. The staff went through scenarios to protect against this ever happening. Staff does everything possible to prevent a drowning. Lisa also detailed the precautions that

are taken to ensure the safety of campers both at HCPAC and at other pools they visit. Pool attendance in the hot weather has been well distributed throughout the day so there has not been overcrowding. The highest was 1700 users over the course of a day. About 225 GPD campers use the pool each day. Consistent hot days are making up the difference in season pass sales that were lower this year. Concession revenue is the highest it has ever been. Daily fee revenue is currently \$82,000, the highest ever. Attendance is the fourth highest in all eleven years of operations.

Mike Szpylman presented the Business Department report. He noted that the GFOA budget document has been submitted for the Distinguished Budget award and this version is now on the website. It could take up to six months to be notified whether or not GPD receives the award. RFPs for the new accounting software are coming in. At least three are expected.

Jennifer Gilbert presented the Marketing report. She noted that the fall brochure arrived today. Registration is starting a week earlier this year to accommodate a shift in registration for fall soccer.

Director Kuruvilla presented her report. She noted that staff closed on the Russell Ave. property today. The purchase price was \$110,000 plus \$1,000 for a required environmental study.

Ravinia Park is the next park to be renovated. It is a heavily used 10-acre park and serves many different neighborhoods. Staff wanted to do something new and exciting with this park and asked for RFP's for design of the park. Hitchcock Design Group impressed the staff and they have good record for assisting with grants. The cost to develop the master plan for the site is \$14,500. The park is scheduled for replacement in fiscal year 13/14. It may be pushed out further to allow ample time for planning and to secure funding.

The Director noted that the Park tour is scheduled for Tuesday, July 24 at 6pm. The Board plans to visit the Gurnee Grade School site, Viking Park, Christine Thompson Park, Ravinia Park, Timberwoods Park, Shaw and University Park as well as Laremont pool.

#### ACTION ITEMS

A motion was made by Gerry Crews to approve the fund transfer of \$100,000 from the Corporate fund and \$250,000 from the Recreation fund to the Capital Replacement/Development Fund. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to approve the intergovernmental agreement between Lake County Stormwater Management Commission, Gurnee School District 56 and Gurnee Park District for the acquisition and development of Gurnee Grade School site, as presented. Motion seconded by Libby Baker. Commissioner Paddock said this is a great opportunity for the Park District. Commissioner Crews asked if there are restrictions on use of the property. Jeff Reinhard stated that as a recreation agency, we are allowed to install fencing, playground, shelter, washroom, etc. The District cannot keep any current structure on the site, including the bus facility. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

There was no other business.

A motion was made by Michelle Klemz to enter executive session at 7:50 p.m. to discuss:

- information regarding appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel to determine its validity. 5ILCS 120/2(c)(1)

Motion was seconded by Libby Baker. Roll call vote taken. Ayes: Crews, Goshorn, Klemz, Paddock and Baker. Nays: none. Absent: none. Motion carried. Susie Kuruvilla was authorized to attend the closed session.

A motion was made by Vicki Paddock to return to open session at 9:09 p.m. Motion seconded by Michelle Klemz. On voice vote, all voted aye.

A motion to adjourn was made by Michelle Klemz and seconded by Libby Baker. On voice vote, all voted aye. The meeting adjourned at 9:09 p.m.

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James G. Goshorn, President

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Michelle Klemz, Secretary