

Regular Meeting Minutes of the  
Gurnee Park District Board of Commissioners  
September 17, 2013

President Jim Goshorn called the meeting to order at 7:00 p.m. and led the pledge of allegiance. He asked for roll call. Commissioners present: Libby Baker, Michelle Klemz, Vicki Paddock and Jim Goshorn. Commissioners absent: Gerry Crews. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Supt. of Parks; Michael Szpylman, Supt. of Business; Scott Crowe, Supt. of Recreation; Sue McDougle, Early Childhood/Youth Manager; Kara Moss, Aquatic Manager; Jennifer Gilbert, Marketing/PR Manager and Suzanne Gage, Administrative Assistant. There were no other visitors.

A motion was made by Michelle Klemz to approve the minutes of the regular meeting of August 20, 2013. The motion was seconded by Libby Baker. Roll call vote taken. Ayes: Klemz, Baker, Paddock and Goshorn. Nays: none. Absent: Crews. Motion carried.

A motion was made by Michelle Klemz to approve the executive meeting minutes of August 20, 2013. The motion was seconded by Libby Baker. Roll call vote taken. Ayes: Klemz, Baker, Paddock and Goshorn. Nays: none. Absent: Crews. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$883,613.17 presented on September 17, 2013 was made by Michelle Klemz and seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Baker, Paddock and Goshorn. Nays: none. Absent: Crews. Motion carried.

The financial report and treasurer's report were reviewed.

The President opened the floor to visitor comments. David Balthazor, 1655 Nations Drive, Gurnee, owner of Day at the Beach Tanning Salon stated that he understands that the Nations project will be coming to completion. As a business owner in the building, he hopes to have some constructive conversation with the Park District as soon as possible. He stated that he can speak for the other three tenants and the current situation is crippling their businesses. He sells a pre-paid package but he won't sell a package that he won't be able to honor. This has diminished his ability to create revenue. Mr. Balthazor stated that it is imperative to have conversation regarding the District's intentions so that the four owners can understand what they need to do as businesses. They have been excluded thus far and conversations with the owner have not been productive. He opined that gym members do not know what is going on and many have left because of the uncertainty. He would like the district to reach out to the business owners for some productive talk on how to get through this and what they can expect moving forward. He said that his lines are open for anyone to reach out to him. He offered his assistance in any way.

President Goshorn responded that he appreciated the comments and concern and that the Board will take them under advisement. He said the District has not closed a deal; it is still an open negotiation and until there is a closing, GPD is not officially in a capacity to act as landlords. The Board will discuss what it thinks is possible with the tenants, but not until the District has legal standing in the facility. He also said the Board shares Mr. Balthazor's interest in getting to a conclusion. It has been painful for the Board as well since it has been unclear if this could reach a positive conclusion.

Jeff Reinhard reviewed the Parks Department report. He noted that next week is the demolition event at Gurnee Grade School. Asbestos removal is beginning this week. GPD will receive daily reports from Lake County Stormwater Management. Campanella & Sons is performing the work along with many subcontractors.

Jeff also stated that the PDRMA Loss Review continues. PDRMA staff has reviewed Recreation department paperwork, toured playgrounds and visited facilities and staff has gotten glowing comments.

Scott Crowe discussed the Recreation Department report. He introduced Kara Moss, the new aquatic manager. She is a former aquatic employee and recreation intern so she has a good grasp of our aquatic operations. She comes to us from Kankakee Valley Park District as aquatics manager and safety coordinator. President Goshorn welcomed her. Scott advised that Dance Coordinator Lisa Stay has moved away and final interviews are in

progress to hire a new coordinator. The job description will be revised to include responsibility for the theatre program.

Worldwide Day of Play will occur on Saturday, September 21 with multiple activities in multiple locations.

HCHY will hold a workshop at the library on October 24 from 9:30-noon. Scott invited the board to attend. The focus is on how to best identify and communicate with children and teens with mental health issues in Warren Township.

Early Childhood/Youth Division Manager Sue McDougle discussed the summer camps. It was a great summer with record attendance and revenue. New backpacks and staff shirts were implemented this year based on feedback from parents and staff. More field trips were instituted as well. She noted that staff will reflect on parents' survey responses and take comments into consideration for next year. Scott and the Director complimented Sue, Sabrina and Matthew for an excellent summer. There were 3200 camp registrations this year and the Director did not have any complaints come to her because of the wonderful job they do.

Mike Szpylman presented the Business Department report. Mike explained the advantage of purchasing the District's own bonds. You are keeping the money "in house" and not paying interest to a bank. Because of the District's financial reserves in the capital replacement fund, the District has the ability to do this. Wi-Fi is now available at both community centers and Mike thanked Jeff's team for the wiring that was done.

Jennifer Gilbert reviewed the Marketing/Public Relations report. She commented that the overarching theme of her report is that we are putting more emphasis and focus on how the website is working and what that means for searchability and how it interconnects with other accounts that we hold on line i.e. Facebook and social media accounts, and how those things help to market the park district. Staff has continued to research other opportunities and support resources to help develop a more comprehensive online plan for not only the website itself but how search engine optimization and online advertising can flow back into the website to make sure we remain on the cutting edge with both information we provide, the functionality to go through and register, as well as the peripheral services that our customers need in terms of forms and other soft items.

Susie Kuruvilla discussed the Director's Report. She also noted that the demolition of Gurnee Grade School is moving forward. The Park District's first payout is being made to Lake County Stormwater Management Commission. She stated that they are a great partner to work with and they too are enjoying the project. We are saving a great deal of money in the planning and engineering of the site because of their involvement. The Board President noted that if there is opportunity to place a plaque at the site, it should include all of the partners in the project.

The Director noted that a public hearing would take place at the next board meeting October 15 for the annual rollover bonds issue. The Board President will sign the order calling the hearing.

#### ACTION ITEMS

The revised Investment Policy was presented. President Goshorn asked specific questions regarding the verbiage in the revised Investment Policy document and the Supt. of Business answered. The policy was then further revised as follows in section 12.06, Authorized Investments item 5: "Interest bearing bonds of the park district or any county, township, city, village, incorporated town, municipal corporation, special district or school district." A motion was made by Vicki Paddock to approve the Investment Policy as revised. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Baker, Paddock and Goshorn. Nays: none. Absent: Crews. Motion carried.

A motion was made by Michelle Klemz to approve Resolution #13/14-3 designating October 2013 as "HCHY Let's Talk Month" at the Gurnee Park District. The motion was seconded by Libby Baker. Scott Crowe explained that this exercise is to encourage parents to speak with their children on various topics. HCHY will have a Facebook and Twitter account. Instead of using the Chinese food boxes, questions will be available electronically.

HCHY will follow up with a survey. Roll call vote taken. Ayes: Klemz, Baker, Paddock and Goshorn. Nays: none. Absent: Crews. Motion carried.

There was no other business.

A motion was made by Libby Baker to enter executive session at 7:54 p.m. to discuss:

- 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 5ILCS 120/2(c)(5)

Motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Baker, Paddock and Goshorn. Nays: none. Absent: Crews. 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 8:30 p.m. Motion seconded by Libby Baker. 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 8:30 pm.

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James G. Goshorn, President

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Michelle Klemz, Secretary