

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
May 15, 2018

President Goshorn called the regular meeting to order at 6:00 pm. The President led the Pledge of Allegiance and asked for roll call. Commissioners present: Michelle Klemz, Vicki Paddock, and Jim Goshorn. Commissioners absent: Libby Baker and Gerry Crews. Staff members present: Susie Kuruvilla, Executive Director.

A motion was made by Vicki Paddock to enter executive session at 6:02 pm to discuss:

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

Motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Paddock and Goshorn. Nays: none. Absent: Baker and Crews. Motion carried.

A motion was made by Vicki Paddock to return to open session at 6:44 pm. Motion seconded by Michelle Klemz. On voice vote, all voted aye.

A public hearing on the fiscal year 2018/2019 budget and appropriation was called to order by President Goshorn at 6:45 p.m. Commissioners present: Vicki Paddock, Jim Goshorn and Michelle Klemz. Commissioners absent: Libby Baker and Gerry Crews. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Director of Parks and Planning; Mike Szpylman, Director of Business Services; Scott Crowe, Director of Recreation; Jennifer Gilbert, Director of Marketing and Community Relations; and Melissa Greenthal, Operations Analyst. There were no visitors. President Goshorn stated that the Budget & Appropriation Ordinance was prepared in tentative form and posted at Viking Park Community Center, Hunt Club Park Community Center and on the Park District website for the last thirty days. No changes have been made to the ordinance since it was posted in tentative form. A notice was published in the Daily Herald on May 15, 2018 regarding the hearing today. The total appropriation for all funds is \$20,837,933. President Goshorn opened the floor for public comment. There were no comments from the audience. Vicki Paddock made a motion to adjourn the hearing and Michelle Klemz seconded. On voice vote, all voted aye. The hearing adjourned at 6:47 p.m.

A motion was made by Vicki Paddock to enter executive session at 6:48 pm to discuss:

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

Motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Paddock and Goshorn. Nays: none. Absent: Baker and Crews. Motion carried.

A motion was made by Michelle Klemz to return to open session at 6:59 pm. Motion seconded by Vicki Paddock. On voice vote, all voted aye and the Board returned to open session.

President Goshorn called the regular meeting to order at 7:00 p.m. He asked for a roll call. Commissioners present: Vicki Paddock, Jim Goshorn and Michelle Klemz. Commissioners absent: Libby Baker and Gerry Crews.

A motion was made by Michelle Klemz to approve the minutes of the regular meeting of April 17, 2018. The motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Klemz, and Goshorn. Nays: none. Absent: Baker and Crews. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$846,426.59 presented on May 15, 2018 was made by Michelle Klemz and seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Klemz, and Goshorn. Nays: none. Absent: Baker and Crews. Motion carried.

The financial report and treasurer's report were reviewed, there were no comments.

The President opened the floor to visitors; there were no visitors present.

Department Directors reviewed their written reports with the Board.

Director of Parks and Planning Jeff Reinhard presented his report. Pool preparation for the 2018 season is in process. Commissioner Goshorn asked if there are any leaks in the pool. Director Reinhard indicated there was one from last fall that was fixed, any further leaks are unknown until the pool is operational. The waterfall feature is functioning well. Commissioner Goshorn inquired on any issues due to the heavy rain. Director Reinhard indicated Viking West soccer field and Peterson Park has some water, no major flooding issues.

Director of Recreation Scott Crowe reviewed his report. Kelsey Crecchio has been hired as the new Fitness Operations Supervisor. She is a former intern for Gurnee Park District. Two interns are starting next week. Commissioner Goshorn commented on how nice it is to see interns come back to work for the park district. Above the Barre received best overall performance. Over 300 children are registered for the Go the Distance Walking Challenge More than 200 adults are signed up for Walking Club. Soccer registration is over 500, which is up from the last few years. The agreement with Activity Health, which handles the Prime and Silver Sneakers fitness memberships comes to an end in July. It has been decided to not renew the Prime portion of the agreement based on reviewing the data from the past year. Pat Bodame has worked on member appreciation events and worked to decrease cancelations. FitNation pool will be closed for four weeks starting in mid-August to resurface the pool and work on the HVAC system.

Director of Business Services Mike Szpylman reviewed his report. The one-day preliminary audit went well. Preparations are in progress for the week-long audit the week of June 4th. Commissioner Goshorn commented that the property tax rate went down. Director Szpylman replied that it is due to the increase in EAV.

Director of Marketing and Community Relations reviewed her report. Working diligently to support aquatic season passes, swim school, the new NFL program, and other program area needs.

Executive Director Kuruvilla reviewed her report. In FY 2017/18 Gurnee Park District made 90% of the budget; expenses were adjusted accordingly. We have adjusted the budget to a more realistic number for FY 2018/19 and feel confident in making at least 95% of the budget this year. Executive Director Kuruvilla reached out to IPRA to expand the GO program further than Lake County. Director Reinhard presented options for new playground equipment for Westgate and University parks. The equipment for Westgate is a newer design for Gurnee Park District. The plans for University will be looked at further to see if the swing set can be moved closer to the tot equipment. Executive Director Kuruvilla suggested a park tour, the July dates are preferable. Susie will follow up with Commissioner Baker and Crews to see if July will work.

Kuruvilla mentioned that we have purchased the iDashboards software to gather and display data for the park district to enable us to make better informed decisions in the future. Once we have sufficient amount of data gathered, we will demonstrate this software to the Board at a future meeting.

ACTION ITEMS

A motion was made by Vicki Paddock to approve Budget & Appropriation Ordinance #18/19-1. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Paddock, Klemz, and Goshorn. Nays: none. Absent: Baker and Crews. Motion carried.

A motion was made by Michelle Klemz to approve the annual Gurnee Park District fiscal calendar for fiscal year 2018/2019. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Paddock and Goshorn. Nays: none. Absent Baker and Crews. Motion carried.

A motion was made by Vicki Paddock to approve the field use agreement with Inter Gurnee Premiere FC Soccer Club as presented. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Paddock and Goshorn. Nays: none. Absent: Baker and Crews. Motion carried.

A motion was made by Michelle Klemz to approve Scott Crowe to attend the National Recreation and Park Association Director's School in Oak Brook, IL from August 26-August 31, 2018 at a cost of \$2,525. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Paddock, and Goshorn. Nays: none. Absent: Baker and Crews. Motion carried.

A motion was made by Vicki Paddock to approve the lowest responsible bid for the printing of three brochures (Fall 2018, Winter 2018, Spring 2019) at a total cost of \$32,034. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Paddock, and Goshorn. Nays: none. Absent: Baker and Crews. Motion carried.

Election of officers was conducted:

A motion was made by Vicki Paddock to elect Jim Goshorn as President for a one-year term. No further nominations were offered. Roll call vote taken. Ayes: Paddock, Klemz and Goshorn. Nays: none. Absent: Baker and Crews. Motion passed and Jim Goshorn was elected as President.

A motion was made by Michelle Klemz to elect Libby Baker as vice president for a one-year term. No further nominations were offered. Roll call vote taken. Ayes: Paddock, Klemz and Goshorn. Nays: none. Absent: Baker and Crews. Motion passed and Libby Baker was elected as Vice President.

A motion was made by Vicki Paddock to elect Michelle Klemz as secretary for a one-year term. No further nominations were offered. Roll call vote taken. Ayes: Paddock, Crews, Goshorn, Klemz and Baker. Nays: none. Absent: none. Motion passed and Michelle Klemz was elected Board Secretary

A motion to appoint Mike Szpylman as treasurer was made by Michelle Klemz and seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Klemz, and Goshorn. Nays: none. Absent: Baker and Crews. Motion passed.

A motion to appoint Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer P.C. as Park District attorneys was made by Michelle Klemz and seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Klemz and Goshorn. Nays: none. Absent: Baker and Crews. Motion passed.

A motion was made by Michelle Klemz to approve the annual Park Board meeting schedule as presented. Motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Klemz and Goshorn. Nays: none. Absent: Baker and Crews. Motion passed.

OTHER BUSINESS

A motion to adjourn was made by Vicki Paddock and seconded by Michelle Klemz. On voice vote, all voted aye. The meeting adjourned at 7:56pm.

James G. Goshorn, President

Michelle Klemz, Secretary