

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
May 16, 2023

President Goshorn called the regular meeting to order at 6:36pm. The President led the Pledge of Allegiance and asked for roll call. Commissioners present: Gerry Crews, Michelle Klemz, Vicki Paddock, Aaron Dalzot and Jim Goshorn. Commissioners absent: none Also present: Jennifer Gilbert, Director of Marketing and Community Relations

A motion was made by Gerry Crews to enter executive session at 6:40pm 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. - Sect. 2 (c) (1)

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

A motion was made by Gerry Crews to adjourn at 7:06pm. Motion seconded by Vicki Paddock. On voice vote, all voted aye and the Board returned to open session.

A public hearing on the fiscal year 2023/2024 budget and appropriation was called to order by President Goshorn at 7:08 p.m. 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 5, 2023 regarding the hearing today. The total appropriation for all funds is \$20,233,256. The appropriation is 20% higher than the budget so that if additional funds are available, they can be spent without amending the budget and appropriation ordinance. 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 Gerry Crews seconded. On voice vote, all voted aye. The hearing adjourned at 7:10p.m. and the regular meeting resumed. Commissioners present: Michelle Klemz, Vicki Paddock, Gerry Crews, Aaron Dalzot and Jim Goshorn.

A motion was made by Gerry Crews to approve the minutes of the regular meeting of April 18, 2023. The motion was seconded by Michell Klemz. Roll call vote taken. Ayes: Crews, Paddock, Dalzot and Goshorn. Nays: none. Motion carried.

New commissioner Christine Popper was sworn in under official oath by Board President, Goshorn. Commissioner Gerry Crews was also sworn in for another term.

A motion to approve the total bills, payouts and payroll in the amount of \$686,240.27 presented on May 16, 2023, was made by Vicki Paddock and was seconded by Gerry Crews. Roll call vote taken. Ayes: Popper, Paddock, Crews, Dalzot and Goshorn. Nays: none. Motion carried.

The financial report and treasurer's report were reviewed. Director of Business Services, Mike Szyplman noted that on the Budget Report, revenue in recreation fund exceeded budget. Crews inquired about how the appropriation percentage is set. It is set there as buffer to give the District flexibility to

spend money when funds are available without amending the budget. The difference between the budget and appropriations is 20%, which is common practice in park districts.

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

Department Directors reviewed their written reports with the Board.

Director of Parks Kraig Owens reviewed the parks report. President Goshorn inquired about final inspection of climbing wall. Owens indicated that the inspection passed. Crews recognized the team for the efforts to keep the parks looking nice.

Director of Recreation Mike Wick reviewed the recreation report. Wick indicated that summer staff are in training for both camps and aquatics, and preparing Hunt Club Park Aquatic Center for opening day. He also indicated that summer registration went very well. Goshorn asked about the decrease in FitNation membership. Wick indicated that it is common for memberships to decrease during summer months.

Director of Business Services Mike Szpylman reviewed the business services report. Szpylman introduced the new Human Resources Specialist, Stephanie Sherrill. Crews inquired about change to virtual server for the registration software. Szpylman indicated that at the time, the only option for the software was to house it on a local server. The change is indicative to current technology practices.

Director Jennifer Gilbert reviewed the Marketing and Community Relations report. Gilbert indicated that the bid window has closed for the website RFP and had 11 vendors meeting the minimum requirements for the project. A recommendations will be brought the board at the June 2023 Board Meeting.

Executive Director Susie Kuruvilla reviewed her report. The 2022/2023 annual goals were reviewed by the board. Kuruvilla recognized Commissioner Paddock's 30th Anniversary of serving on the Park Board and will be recognized at the IAPD Gala in the fall. Kuruvilla shared additional information about the Local Efficiency Committee. Discussion was had about the 2023 IAPD National Conference in Dallas as well as scheduling the Annual Parks Tour.

ACTION ITEMS

A motion was made by Paddock to approve the Budget & Appropriation Ordinance #23/24-1 and was seconded by Crews. Roll call vote taken. Ayes: Paddock, Popper, Dalzot, Crews, and Goshorn. Nays: none. Absent. None. Motion passed.

A motion was made by Crews to approve the annual Gurnee Park District fiscal calendar for fiscal year 2023/2024 and was seconded by Paddock. Roll call vote taken. Ayes: Crews, Paddock, Dalzot, Popper, and Goshorn. Nays: none. Absent. None. Motion passed.

A motion was made by Dalzot to approve the hosting services for GPD Recreation Software RecTrac to Vermont Systems Cloud hosting at an annual cost of \$14,460 as presented and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Popper, Dalzot, Paddock, and Goshorn. Nays: none. Absent. None. Motion passed.

A motion was made by Crews approve resolution #23/24-1 forming a committee on local government efficiency and was seconded by Popper. Roll call vote taken. Ayes: Crews, Popper, Dalzot, Paddock, and Goshorn. Nays: none. Absent: None. Motion passed.

A motion was made by Popper to approve the purchase and installation of HVAC building automation system controls at Hunt Club Park Community center from Trane Chicago, Willowbrook, IL through Omni Partners cooperative purchasing program at a cost of \$42,201 and was seconded by Paddock. Roll call vote taken. Ayes: Crews, Popper, Dalzot, Paddock, and Goshorn. Nays: none. Absent: None. Motion passed.

Election of officers was conducted:

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

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

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

A motion to appoint Szpylman as treasurer was made by Crews and seconded by Paddock. Roll call vote taken. Ayes: Popper, Dalzot, Paddock, Crews, and Goshorn. Nays: none. Absent: None. Motion passed.

A motion to appoint Ancel Glink as Park District attorneys were made by Paddock and seconded by Popper. Roll call vote taken. Ayes: Dalzot, Paddock, Popper, Crews, and Goshorn. Nays: none. Absent: None. Motion passed.

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

A motion to adjourn was made by Crews and seconded by Popper. On voice vote, all voted aye. The meeting adjourned at 8:00 pm.

James G. Goshorn, President

Aaron Dalzot, Secretary