

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
November 19, 2024

Board President Goshorn called the regular meeting to order at 7:02pm, led the Pledge of Allegiance and asked for roll call. Commissioners present: Chrissie Popper, Vicki Paddock, Aaron Dalzot and Jim Goshorn. Commissioners absent: Gerry Crews. Also present: Susie Kuruvilla, Executive Director, Melissa R. Marsh, Director of Recreation; Kraig Owens, Director of Parks; Mike Szpylman, Director of Business Services, Jennifer Gilbert, Director of Marketing and Community Relations, Christina Richmond, Accounting Manager, Mike Flury from Speer Financial, Diane DeLorenzo, Aquatic Facility Manager and Amanda Kochenash, Aquatics Supervisor.

A motion was made by Popper to approve the regular session minutes of the board meeting held on October 15, 2024. The motion was seconded by Paddock. Roll call vote taken. Ayes: Paddock, Popper, Dalzot and Goshorn. Nays: none. Absent: Crews. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$1,102,911.78 presented on November 19, 2024, was made by Popper and was seconded by Paddock. Roll call vote taken. Ayes: Paddock, Popper, Dalzot and Goshorn. Nays: none. Absent: Crews. Motion carried.

The financial report and treasurer's report were reviewed.

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

A motion to approve Bond Ordinance #24/25-3 was made by Popper and was seconded by Paddock. This includes the issuance of \$742,770 in general obligation limited park bonds series 2024 of the Gurnee Park District and for the levy of a direct annual tax to pay the principal and interest of said bonds.

A motion to approve Time Bank, Park Ridge, IL to issue bonds at a net interest rate of 3.56% was made by Paddock and was seconded by Popper. It was noted that the total bond amount listed on today's published Board Meeting Agenda was an estimate based on the interest rate at the time the estimate was generated. The *actual* amount (listed above) being greater than the amount listed in the agenda indicates that the interest rate used was more favorable than what was originally projected. Michael Szpylman then introduced Mike Flury from Speer Financial to present the sale results from the 2024 bonds. Mike Flury stated the following, "The purpose of the annual rollover bonds is to generate a revenue source to pay debt service on the District's Series 2015 B Alternate Bonds, as well as generating funds for capital projects in the district. These are general obligation limited tax park bonds. General obligation meaning they are payable from a direct property tax levy. However, they are limited by the district's non-referendum annual levy in capacity. The bonds were sold Thursday, November 14th at a competitive sale where 5 bids were received with the lowest bid offering a net 3.56% interest rate from Time Bank in Park Ridge, Illinois. After receiving the bids, the bond issue size was increased by \$6,895.00 for a total issue size of \$742,770.00 which will fully optimize the District's debt service extension base. The bonds are scheduled to close in two weeks on December 3rd, 2024 with a final maturity date of December 15th, 2025. Proceeds of the bonds will be used to make the upcoming December 15th payment due on the District's outstanding 2015

B Alternate Bonds in the amount of \$492,275.00 and will further generate approximately \$237,000.00 in new money to support the capital initiatives of the District. Relative to last year's rollover issue, this bid is down .79% so the interest rate has trended downward. Therefore, we recommend that the district's general obligation limited tax park bonds series 2024 be awarded to Time Bank in Park Ridge, Illinois at the revised price of \$742,770.00 at the net interest rate of 3.56%."

Roll call vote taken. Ayes: Paddock, Popper, Dalzot and Goshorn. Nays: none. Absent: Crews. Both Motions were passed.

Department Directors reviewed their written reports with the Board.

Director of Parks and Planning, Kraig Owens reviewed the parks report and welcomed any questions. Kraig provided an update on the FitNation parking lot project, noting that the construction has ceased for the year and will resume in the spring. The snowplows are being prepped for the upcoming winter season.

Director of Recreation, Melissa R. Marsh reviewed the recreation report. Melissa noted that the team is busy with fall programming as well as preparing for the upcoming holiday event season. The team is also looking forward and planning ahead for spring and summer for next year. Melissa introduced the Aquatic Leadership Team- Diane DeLorenzo and Amanda Kochenash to provide an overview of the annual HCPAC report. A total of just under 64,000 visitors were reported for the season. The Aquatic Center saw a decrease in season pass sales. However, there was an increase in daily passes sold at the gate as well as online. There was a total of 33 birthday parties hosted. Recruitment efforts for the upcoming year will begin as early as January 1st when open positions will be posted. Interviews will begin to take place over spring break. Wages were up this year largely due to the increase in minimum wage. In terms of concessions, ice cream and candy were the top sellers this year. Surveys were sent to participants and passholder feedback was extremely positive, 95% of respondents stating they would recommend the Aquatic Center to a friend. It was noted that some of the charts were not displaying correctly in the report, but the figures listed are correct.

Director of Business Services, Mike Szpylman presented his report, noting a few items mentioned would be addressed as Action Items later in the meeting. Popper asked to confirm whether the annual \$3,000 insurance incentive for waiving medical insurance coverage through the Park District has remained unchanged for the upcoming year and Szpylman stated that it has not changed.

Director of Marketing and Community Relations Jennifer Gilbert presented her report. Jennifer also noted that the GPD website has been experiencing some difficulties including slow load speeds, caching challenges, and RecTrac integration inconsistencies to name a few. We have made the decision to return our site to Excalibur for hosting and service and to work through current functionality concerns. SMS was recently presented to the Rec Team as an opportunity to send out text reminders for a variety of things and the Marketing team will continue to work with them to implement it.

Susie Kuruvilla presented the Executive Director's report. She noted that the IPRA Conference is coming up on January 23-25th and asked if any of the board members are interested in attending. The Early Bird registration deadline is December 13th.

ACTION ITEMS

A motion was made by Popper to approve the annual Levy Ordinance #24/25-2 and seconded by Paddock. Roll call vote taken. Ayes: Dalzot, Popper, Paddock, Goshorn. Nays: None. Absent: Crews. Motion carried.

A motion was made by Paddock to approve the Categories of Services and seconded by Popper. Roll call vote taken. Ayes: Dalzot, Popper, Paddock, Goshorn. Nays: None. Absent: Crews. Motion carried.

A motion was made by Popper to approve the Approval of Resolution #24/25-1 and was seconded by Paddock. Roll call vote taken. Ayes: Dalzot, Popper, Paddock, Goshorn. Nays: None. Absent: Crews. Motion carried.

A motion was made by Paddock to approve the Canon Copier Lease Renewal and seconded by Dalzot. Roll call vote taken. Ayes: Dalzot, Popper, Paddock, Goshorn. Nays: None. Absent: Crews. Motion carried.

A motion was made by Popper to approve the HVAC Equipment Purchase for FitNation and seconded by Dalzot. Roll call vote taken. Ayes: Dalzot, Popper, Paddock, Goshorn. Nays: None. Absent: Crews. Motion carried.

A motion was made by Popper to appoint Vicki Paddock as Delegate and Susie Kuruvilla as the alternate delegate for the upcoming IAPD/IPRA Conference and seconded by Dalzot. Roll call vote taken. Ayes: Dalzot, Popper, Paddock, Goshorn. Nays: None. Absent: Crews. Motion carried.

A motion to enter into Executive Session was made by Popper and seconded by Paddock. On voice vote, all voted aye. The regular meeting adjourned at 7:41 pm.

James G. Goshorn, President

Aaron Dalzot, Secretary