

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
December 16, 2025

Board President Crews called the regular meeting to order at 7:00pm, led the Pledge of Allegiance and asked for roll call. Commissioners present: Gerry Crews, Chrissie Popper, Aaron Dalzot and Sarah Beckmann. Commissioners Absent: Liz Nelson. Also present: Mike Szpylman, Executive Director; Kraig Owens, Director of Parks and Planning; Sumitra Potharazu, Director of Business Services; Nicole May, Human Resources Manager and Christina Richmond, Accounting Manager.

A motion was made by Popper to approve the minutes of the regular meeting held on November 18, 2025. The motion was seconded by Dalzot. Roll call vote taken. Ayes: Dalzot, Beckmann, Popper and Crews. Nays: None. Absent: Nelson. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$751,545.51 presented on December 16, 2025, was made by Popper and was seconded by Dalzot. Roll call vote taken. Ayes: Dalzot, Beckmann, Popper and Crews. Nays: None. Absent: Nelson. Motion carried.

The financial report and treasurer's report were reviewed and discussed.

The Board President opened the floor to visitors; there were no comments provided.

Department Directors reviewed their written reports with the Board.

Director of Parks and Planning Kraig Owens reviewed the parks report. Kraig introduced Jack Muschelitz, a Gurnee Boy Scout, who chose the Gurnee Park District for his Eagle Scout project. Through his own fundraising efforts, Jack purchased the bike repair station. In November, he worked alongside family members and fellow Scouts to pour a concrete slab, with support from Gurnee Park District staff, to support the installation. The repair station has since been mounted securely on the new pad.

Executive Director Mike Szpylman reviewed the recreation report as Director of Recreation Melissa Marsh is absent due to illness. Commissioner Popper commended the recreation team for their efforts during the Special Events that took place in December.

Director of Business Services Sumitra Potharazu reviewed the business report. Sumitra shared that the banking RFP process has been completed and we have selected Gurnee Community Bank. Sumitra briefly reviewed the benefits of switching our bank to GCB. Additionally, there have been updates to the Personnel Policy Manual.

Director of Marketing and Community Relations Jennifer Gilbert reviewed the marketing report. Jennifer shared that we will be launching our new GPD app very soon. She shared a brief demonstration video highlighting the exciting features of the new app.

Executive Director Mike Szpylman reviewed his report. Mike introduced Christina Richmond and Fred Colón to review Gurnee Park District's new Dashboard offerings. Christina walked the group through the current Dashboards that have been created.

ACTION ITEMS

A motion to approve Tax Levy Abatement Ordinance #25/26-3 was made by Popper and seconded by Beckmann. Roll call vote taken. Ayes: Dalzot, Beckmann, Popper and Crews. Nays: None. Absent: Nelson. Motion carried.

A motion to approve Tax Levy Abatement Ordinance #25/26-4 was made by Popper and seconded by Beckmann. Roll call vote taken. Ayes: Dalzot, Beckmann, Popper and Crews. Nays: None. Absent: Nelson. Motion carried.

A motion to approve updates to the Personnel Policy Manual was made by Dalzot and seconded by Beckmann. Roll call vote taken. Ayes: Dalzot, Beckmann, Popper and Crews. Nays: None. Absent: Nelson. Motion carried.

A motion to approve the Parental Leave Policy was made by Dalzot and seconded by Popper. Roll call vote taken. Ayes: Dalzot, Beckmann, Popper and Crews. Nays: None. Absent: Nelson. Motion carried.

A motion to approve Gurnee Community Bank as Approved Depository was made by Popper and seconded by Beckmann. Roll call vote taken. Ayes: Dalzot, Beckmann, Popper and Crews. Nays: None. Absent: Nelson. Motion carried.

A motion was made by Popper to enter into executive session at 8:09pm to discuss:

- a. 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. – Sec. 5 ILCS 120/2 (c) (1)

Motion seconded by Beckmann. Roll call vote taken. Ayes: Dalzot, Beckmann, Popper and Crews. Nays: None. Absent: Nelson. Motion carried.

A motion was made by Popper to return to open session at 8:29pm. Motion seconded by Dalzot. On voice vote, all voted aye and the Board returned to open session.

A motion to adjourn was made by Popper and seconded by Dalzot. On voice vote, all voted aye. The meeting adjourned at 8:29pm.

Gerry Crews, President

Aaron Dalzot, Secretary