

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
June 20, 2023

President Goshorn called the regular meeting to order at 7:00pm. The President led the Pledge of Allegiance and asked for roll call. Commissioners present: Chrissie Popper, Aaron Dalzot, Vicki Paddock, Gerry Crews and Jim Goshorn. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Kraig Owens, Director of Parks; Mike Szpylman, Director of Business Services; Jennifer Gilbert, Director of Marketing and Community Relations.

A motion was made by Paddock to approve the minutes of the regular meeting of May 16, 2023. The motion was seconded by Crews. Roll call vote taken. Ayes: Dalzot, Popper, Paddock, Crews and Goshorn. Nays: none. Motion carried.

A motion was made by Paddock to approve the minutes of the Executive Session of May 16, 2023. The motion was seconded by Crews. Roll call vote taken. Ayes: Popper, Dalzot, Paddock, Crews and Goshorn. Nays: none. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$1,078, 375.55 presented on June 20, 2023, was made by Crews and was seconded by Paddock. Roll call vote taken. Ayes: Popper, Paddock, Dalzot, Crews and Goshorn. Nays: none. Motion carried.

The financial report and treasurer's report were reviewed.

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

The District's DEI committee presented the Equity Action Plan to the Board. Members of the staff presented goals for the 23/24 fiscal year.

Neelay Bhatt of Next Practice, LLC presented their proposal specific to the Comprehensive Master and Strategic Plan.

Department Directors reviewed their written reports with the Board.

Director Jennifer Gilbert reviewed the Marketing and Community Relations report. She introduced Kate Shenderovsky, the department's first intern and discussed the types of projects and responsibilities the intern role will be responsible for throughout the summer. Kate introduced herself. Jennifer briefly discussed the RFP and selection process for the website overhaul project.

Director of Parks Kraig Owens reviewed the parks report. Owens discussed aquatic center preventative maintenance plans. He also updated the board on recent vandalism in two parks.

Director of Recreation Mike Wick was not in attendance, however, Executive Director Kuruvilla fielded questions related to FitNation's membership levels. She reported that the operations are doing well.

Director of Business Services Mike Szpylman reviewed the business services report. Mike reported that audit field work has been completed.

Executive Director Susie Kuruvilla reviewed her report. The Board discussed planning the annual park tour to visit parks and facilities.

The ADA study was completed. Director Owens presented the findings to the Board.

ACTION ITEMS

A motion was made by Crews to approve the proposal from Next Practice, LLC for the development of a Comprehensive Master and Strategic Plan for Gurnee Park District at a cost of \$193,580. Motion seconded by Popper. Ayes: Paddock, Dalzot, Popper, Crews and Goshorn. Nays: none.

A motion was made by Popper to approve the proposal from Gewalt Hamilton Associates, Inc. for the assessment of pavements and pathways at various parks at a cost of \$34,634. Motion seconded by Dalzot. Ayes: Paddock, Dalzot, Popper, Crews and Goshorn. Nays: none.

A motion was made by Dalzot to approve the lowest responsible bid from Northern AV Group, Harvard, IL for painting the exterior of FitNation building at a cost of \$22,175. Motion seconded by Paddock. Ayes: Paddock, Dalzot, Popper, Crews and Goshorn. Nays: none.

A motion was made by Popper to approve the proposal from Invex Design LLC, Chicago, IL to complete the web development project for GPD at a total cost of \$36,000. Motion seconded by Crews. Ayes: Paddock, Dalzot, Popper, Crews and Goshorn. Nays: none.

A motion to adjourn was made by Paddock and seconded by Crews. On voice vote, all voted aye. The meeting adjourned at 8:36 pm.

James G. Goshorn, President

Aaron Dalzot, Secretary