

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
June 19, 2012

President Goshorn called the meeting to order at 7:00 p.m. and led the pledge of allegiance. He asked for a roll call. Commissioners present: Libby Baker, Jim Goshorn, Vicki Paddock, Michelle Klemz, and Gerry Crews. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Lisa Sheppard, Supt. of Recreation, Michael Szpylman, Supt. of Business; Jennifer Gilbert, Marketing/PR Manager; and Suzanne Gage, Administrative Assistant. Absent: Jeff Reinhard, Supt. of Parks. There were no visitors in the audience.

A motion to accept the budget & appropriation hearing minutes of May 15, 2012 was made by Michelle Klemz and seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Goshorn, Klemz, Paddock and Crews. Nays: none. Absent: none. Motion carried.

A motion to accept the regular meeting minutes of May 15, 2012 was made by Libby Baker and seconded by Gerry Crews. Roll call vote taken. Ayes: Baker, Goshorn, Klemz, Paddock and Crews. Nays: none. Absent: none. Motion carried.

A motion to accept the executive meeting minutes of May 15, 2012 was made by Vicki Paddock and seconded by Michelle Klemz. Roll call vote taken. Ayes: Baker, Goshorn, Klemz, Paddock and Crews. Nays: none. Absent: none. Motion carried.

A motion to approve the vouchers list dated 6/13/12 in the amount of \$1,202,647.86 and the supplemental vouchers list dated 6/19/12 in the amount of \$156,716.54 was made by Gerry Crews and seconded by Libby Baker. Various questions were answered regarding individual vouchers. The recent renovations at the bandshell were discussed. The Director commented that a paved pathway may be created from the road to the south side of the bandshell to accommodate equipment unloading. The Director will also review the current dropoff from the edge of the ramp to the ground. Roll call vote taken. Ayes: Baker, Goshorn, Klemz, Paddock and Crews. Nays: none. Absent: none. Motion carried.

The financial and treasurer's reports were reviewed. Commissioner Crews inquired whether the maturing CDs would be rolled over. Mike Szpylman answered in the affirmative.

There were no visitors' comments.

Jeff Reinhard is on vacation and out of town. There was no oral report given by staff. The Director stated that everything is going very well. Staff is busy with planting flowers and cutting grass.

Lisa Sheppard reviewed the Recreation Department report. Day camp started last week and it was the best start ever, she said. Everyone was well informed; there was no confusion, staff was well prepared, and the weather was good as well. There are currently 833 campers. A new sports camp for younger participants is very popular and has not taken participation away from other camps. Survivor camp has a new group of counselors with new ideas. The aquatic center is busy, averaging 1200 guests per day. Swim lessons are occurring at the aquatic center and at Gages Lake pool. Laremont School is under construction but they are accommodating GPD's schedule. Rec-mobile has been very well received. Commissioner Goshorn suggested it could be an opportunity for a future sponsorship. He also suggested asking for an informal presentation from the interns who are running the program. Lisa also noted that the new 'gaga pits' are a big hit.

Mike Szpylman presented the Business Department report. The field work auditors were in the office last week and there were no recommended journal entries. GFOA-formatted budget was sent to the board this month. It is 'in review' with Lauterbach & Amen prior to sending it to GFOA. He also reported that seasonal concessions employees are picking up Rec Trac quite well. The consolidated menu has simplified the choices also.

Jennifer Gilbert reviewed the Marketing report. She has received some one-on-one training with VSI on their "Rec Connect" which is used to generate reports. She explained that we will be able to get many kinds of statistics very easily, especially as more history is accumulated. This will be a huge benefit to the marketing

department. An adopt-a-park program is being explored, based on feedback gleaned during the strategic planning process. Jennifer also noted that the Farmer's market has had two great Fridays so far.

Director Kuruvilla presented her report. Operations are going extremely well at the aquatic center. The Director noted that she and Jeff met with Dr. Hutton and representatives of Lake County Stormwater Management (LCSWM) regarding plans for the Gurnee Grade School site. LCSWM is assisting the school district and the three agencies will partner to plan and execute the demolition and rebuilding of the site. Porous parking is being considered on a portion of the space that would accommodate soccer parking. A bathroom facility/shelter might also be considered. An agreement will be developed between the three parties to work together for the community.

The Director noted that iPads would be distributed to board members after the meeting and the commissioners would have a brief orientation to their use. Each member signed a form acknowledging terms of use. They remain the property of the District and are returned at the end of the Commissioner's service.

ACTION ITEMS

A motion was made by Vicki Paddock to approve Ordinance #12/13-2 adopting the prevailing wages to be paid to laborers, mechanics and other workers performing construction of public works for the Gurnee Park District. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to approve the intergovernmental agreement between Gurnee Park District, Village of Gurnee and Warren Township for the development and maintenance of "Heroes of Freedom Memorial Park" as presented. Motion seconded by Libby Baker. Commissioner Paddock opined that she would prefer that the memorial be inclusive of all war heroes. It was noted that the direction might change since the Village owns the land and is taking control. A committee will recommend future direction. Commissioner Crews said he did not like reading in the news that we have agreed to this when the Park Board has not yet voted. The Director noted that our attorney has reviewed this agreement and is fine with GPD approving it. She also said that this is for the betterment of the community and it is respectful to keep the land looking as it should. The District already cuts the grass and has done so for many years. This agreement documents pretty much what we already do. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to approve the lowest responsible bid from Kiefer Specialty Flooring, Inc. Lindenhurst, IL for the purchase and installation of Ramflex resilient athletic flooring at the fitness center at a cost of \$25,750. Motion seconded by Michelle Klemz. The Director noted that this is in the capital projects budget. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to approve the lowest responsible bid from Howard L. White & Associates, Buffalo Grove, IL for the purchase of playground equipment for Christine Thompson Park at a cost of \$66,270. Motion seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

In other business, the Director noted:

- The new Park District small bus will be delivered tomorrow.
- Commissioner Crews stated that he is willing to represent the District on the Village Advisory Committee regarding the Heroes of Freedom Memorial.

A motion to adjourn was made by Michelle Klemz and seconded by Libby Baker. On voice vote, all voted aye. The meeting adjourned at 8:03 p.m.

James G. Goshorn, President

Michelle Klemz, Secretary