

Regular Meeting Minutes of the  
Gurnee Park District Board of Commissioners  
July 21, 2015

President Goshorn called the regular meeting to order at 7:00 p.m. and led the Pledge of Allegiance. He asked for a roll call. Commissioners present: Michelle Klemz, Libby Baker, Gerry Crews and Jim Goshorn. Commissioners absent: Vicki Paddock. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Supt. of Parks; Scott Crowe, Supt. of Recreation; Jennifer Gilbert, Marketing/PR Manager; Mike Szpylman, Supt. of Business; Jamie Wilkey, Lauterbach and Amen; and Suzanne Gage, Administrative Assistant. Please see the attendance sheet for visitors.

A motion to accept the regular meeting minutes of June 16, 2015 as presented was made by Michelle Klemz and seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Goshorn, Crews and Baker. Nays: none. Absent: Paddock. Motion carried.

A motion to accept the executive meeting minutes of June 16, 2015 as presented was made by Gerry Crews and seconded by Libby Baker. Roll call vote taken. Ayes: Klemz, Goshorn, Crews and Baker. Nays: none. Absent: Paddock. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$1,228,749.66 presented on July 21, 2015 was made by Michelle Klemz and seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Goshorn, Crews and Baker. Nays: none. Absent: Paddock. Motion carried.

The financial report and treasurer's report were reviewed. The Director noted that staff is holding budget meetings regularly even though we are only two months into the fiscal year. She shared that she met today with Sabrina and Sue who oversee camps and preschool. \$1 million revenue had been budgeted for camp and as of July, the goal has been met. 1905 individual "core" campers are being served.

There were no visitors' comments.

Department heads reviewed their written reports with the Board.

Jeff Reinhard discussed the construction at Viking Park West. The ribbon cutting is to be held September 9 at 5:30pm. A 3-tier picnic shelter is being installed by GPD staff. It may be included as a rental option.

He also reviewed a revised concept plan for Ravinia Park. \$475,000 has been budgeted for the project. The plan was scaled back because the district did not receive an OSLAD grant. Jeff has worked with a civil engineer to simplify the original plan. The tennis court and baggo court remain on the plan. Two pickle ball courts are being added as an alternate. Two half-court basketball courts are included. There will also be a larger parking lot. The original playground will be replaced. If funds are available, the bridge over the wetlands could be added. If money is not available, it should remain on the capital projects list for future installation. The next step is for McClure Engineering to go out to bid and Jeff will meet with the neighborhood residents. Construction of major features will begin this fall, except for the playground which will be installed next spring. Jeff hopes to bring bids to the August meeting for board approval.

Commissioner Baker requested that a season-end report be prepared on how many homeowner association picnics are being held this year.

Jeff noted that Kraig Owens started his new position as safety specialist on July 20. He will be introduced at the next board meeting.

Scott Crowe noted that Rebecca Korzyniewski has returned to the district as Viking Facility Manager on July 6. He also reported that the lifeguards once again swept the IPRA lifeguard games with first place, seven consecutive years. The guards also received another 'exceeds' on an Ellis audit. August 10 is a recognition event for the aquatic staff. The board president and director plan to attend.

Mike Szpylman reported that the GFOA budget document has been submitted and is on the GPD website. Swim 10 booklets for the aquatic center are selling very well, exceeding last year's sales to date.

Jennifer Gilbert discussed current projects including the ribbon cutting at Viking Park West. The team is also gearing up for fitness promotions this winter and the new space at FitNation.

The Director discussed her report and noted that Gurnee Days is coming up August 6-9. The Park District will make a presentation at the testimonial dinner, donating a tree as a way to recognize the honorees, Elmer and Betty Fallos. The Board discussed past practice and decided that this type of dedication will be separate from the Tree Dedication Ceremony. The District will determine the tree species and park site. Honorees can be notified later on the decisions regarding species and location.

The board discussed the FitNation business plan that was included in the packet.

Details of the Viking Park West ribbon-cutting event were discussed.

#### ACTION ITEMS

Jamie Wilkey, representing auditors Lauterbach & Amen, presented the FY14/15 audit. She said that GPD is their first park district client to have their audit completed this year. She reported that there were no material journal entries and no new management letter comments this year. They gave the District an unmodified opinion, the highest that can be received. The board thanked the Mike Szpylman, the Director and all supervisors who manage their budgets on a daily basis. They also thanked Lauterbach & Amen for their partnership.

A motion was made by Gerry Crews to approve Fiscal Year 2014/2015 Audit as presented. Motion seconded by Libby Baker. Roll call vote taken. Ayes: Klemz, Goshorn, Crews and Baker. Nays: none. Absent: Paddock. Motion carried.

A motion was made by Libby Baker to approve fund transfer of \$35,000 from the Corporate Fund to the IMRF Fund; \$119,000 from the Corporate fund and \$143,000 from the Recreation Fund to the Capital Replacement/Development Fund. Motion seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Goshorn, Crews and Baker. Nays: none. Absent: Paddock. Motion carried.

A motion was made by Michelle Klemz to approve the developer donation agreement with Hawthorn 45 LLC for Wentworth of Gurnee. Motion seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Goshorn, Crews and Baker. Nays: none. Absent: Paddock. Motion carried.

A motion was made by Gerry Crews to approve a Resolution Designating July as Park and Recreation Month in the Gurnee Park District. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Goshorn, Crews and Baker. Nays: none. Absent: Paddock. Motion carried.

A motion was made by Michelle Klemz to approve changing the September 2015 board meeting date from September 15 to September 22. Motion seconded by Libby Baker. Roll call vote taken. Ayes: Klemz, Goshorn, Crews and Baker. Nays: none. Absent: Paddock. Motion carried.

A motion was made by Gerry Crews to enter executive session at 8:46 p.m. 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. 5ILCS 120/2(c)(1)
- The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5ILCS 120/2(c)(5)

Motion was seconded by Libby Baker. Roll call vote taken. Ayes: Klemz, Goshorn, Crews and Baker. Nays: none. Absent: Paddock. Motion carried. Susie Kuruvilla and Suzanne Gage were authorized to attend the closed session.

A motion was made by Gerry Crews to return to open session at 8:50 p.m. Motion seconded by Libby Baker. On voice vote, all voted aye.

A motion was made by Gerry Crews to approve an amendment to the Director's employment contract as presented. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Goshorn, Crews and Baker. Nays: none. Absent: Paddock. Motion carried.

A motion to adjourn was made by Michelle Klemz and seconded by Gerry Crews. On voice vote, all voted aye. The meeting adjourned at 8:50 pm.

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James G. Goshorn, President

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Michelle Klemz, Secretary