

Truth-in-Taxation Hearing Minutes and Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
November 15, 2016

Board President Jim Goshorn called the Gurnee Park District truth-in-taxation hearing to order at 6:45 p.m. The roll was called. Commissioners present: Libby Baker, Vicki Paddock, Gerry Crews, Jim Goshorn and Michelle Klemz. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Director of Parks and Planning; Mike Szpylman, Director of Business Services; Scott Crowe, Director of Recreation; Jennifer Gilbert, Director of Marketing and Community Relations; Kara Moss, Aquatic Facility Manager; Nicole Mendez, Aquatic Coordinator; Katie Burgess, Marketing Specialist and Suzanne Gage, Administrative Assistant. There were no other visitors at the meeting.

The President stated that the truth-in-taxation hearing notice was published in the *Daily Herald* on November 4, 2016. The proposed tax levy for 2016 is \$5,767,376 a 6% increase from the 2015 tax extension. The levy for the corporate and special purpose funds is estimated at \$4,799,415 which is 7.37% higher than the previous year. The total estimated debt service levy is \$967,961. Since the total increase in estimated tax levy including debt service is estimated to be higher than 5%, a truth-in-taxation hearing is being held at this time. The proposed 2016 tax levy is based on an estimate of \$1,104,329,396 of Equalized Assessed Valuation, which is a 6% increase from the 2015 EAV. The new construction amount is estimated to be \$55,216,470. The consumer price index is 0.7%. The percentage increase in the tax extension amount is an estimate at this time and it is only due to the increase in EAV mainly as a result of new construction in our community. The estimated tax rate for 2016 is .522, which is the same as the 2015 tax rate.

President Goshorn opened the floor for public comments. There were no visitors. Therefore, a motion was made by Libby Baker and seconded by Michelle Klemz to adjourn the hearing. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried. The hearing was adjourned at 6:48 p.m.

President Jim Goshorn called the regular meeting to order at 7:00 p.m. and led the pledge of allegiance. The roll was called again. Commissioners present: Libby Baker, Vicki Paddock, Gerry Crews, Jim Goshorn, and Michelle Klemz. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Director of Parks and Planning; Mike Szpylman, Director of Business Services; Scott Crowe, Director of Recreation; Kara Moss, Aquatic Facility Manager; Nicole Mendez, Aquatics Coordinator; Jennifer Gilbert, Director of Marketing and Community Relations; Katie Burgess, Marketing Specialist and Suzanne Gage, Administrative Assistant.

A motion was made by Michelle Klemz to approve the minutes of the regular meeting of October 18, 2016. The motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$804,983.21 presented on November 15, 2016 was made by Gerry Crews and seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

The financial report and treasurer's report were reviewed. Board members reviewed year-end projections that had been prepared. Staff discussed some areas where a drop in Recreation revenue is being seen.

The President opened the floor to visitor comments. There were no comments.

Department heads discussed their written reports.

Director of Parks and Planning Jeff Reinhard reported that staff is removing dead ash trees at Ravinia and at Betty Russell Park. Staff is also working diligently to complete the bridge connection at Ravinia Park prior to Thanksgiving. The Board discussed the Country Trails pathway report. Commissioner Crews thanked Jeff for the history.

Director of Recreation Scott Crowe asked Aquatic Manager Kara Moss to introduce Nicole Mendez, the new full time aquatic coordinator. Kara noted that Nicole has worked for the District since 2013, beginning as a swim instructor, pool attendant, swim lesson manager and swim lesson coordinator. She is well respected by the staff since she has worked her way up. Scott said he noticed her passion for what she does and knows she will do very well. The Board welcomed Nicole.

Scott updated on the theater program that will be returning this winter. Three new instructors will be teaching classes and holding productions in spring and fall. The District will also begin working with a new theater contractor, Compass Creative Dramatics, that will provide theater production experience to students ages 6-14 years old.

Board and staff discussed fitness memberships. Memberships are continuing to grow and staff is working hard at both retention and adding members. The District is still above the break-even point including capital and debt service.

Director of Business Services Mike Szpylman reviewed his report and the Illinois Local Government Travel Expense Control Act. The Board must pass an ordinance to put the new policy in place on January 1, 2017. The Board reviewed the material and discussed the details of how it will be implemented. The ordinance will be voted at the December meeting.

Mike reviewed the changes to the District's health insurance for 2017. In order to control the Park District's costs, the District is choosing to offer the PPO \$1250 deductible plan with the health reimbursement account option along with an HMO option.

Director of Marketing and Community Relations Jennifer Gilbert discussed direction that is being taken to grow fitness memberships by targeting different segments – students, teens, corporate members, etc.

Jennifer and Marketing Specialist Katie Burgess showed the new Park District website that will be launched on Thursday. Katie has spearheaded the entire project. The new site is optimized for viewing on any device, e.g. tablet or phone. Board members asked many questions and were very complimentary of Katie and her excellent work. The department continues to work on integrating a calendar feature with RecTrac as another phase of this project.

Susie Kuruvilla discussed her report. GPD Ordinance Code and GPD Policy Manual are being reviewed and revised. Staff hopes to bring drafts to the December board meeting.

The Strategic Plan is also taking shape. Staff hopes to bring a draft of the document to the December meeting.

ACTION ITEMS

A motion was made by Vicki Paddock to approve the annual Levy Ordinance #16-17-3 as presented. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

Susie Kuruvilla introduced Mark Jeretina from Speer Financial who discussed the bond sale. The District is purchasing its own bonds and Speer has determined that the interest rate should be 1.20% based on bond sales in the last few days. The money is used to fund prior debt obligations and capital projects. The District is repaid through a levy filed directly with the Lake County Clerk. The main advantage for the District in purchasing its own bonds is it keeps the interest rather than paying it to a bank.

A motion was made by Libby Baker to approve Gurnee Park District to issue bonds at an interest rate of 1.20%. Motion seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to approve Ordinance #16/17-4 for the issuance of \$957,555 in general obligation limited park bonds series 2016 of the Gurnee Park District and for the levy of a direct annual tax to pay the principal and interest of said bonds. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to approve Categories of Services as presented. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to appoint Suzanne Gage as the local election official for the purpose of accepting candidate petitions in the April 4, 2017 election. Motion seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to adjourn was made by Libby Baker and seconded by Gerry Crews. On voice vote, all voted aye. The meeting adjourned at 8:45 pm.

James G. Goshorn, President

Michelle Klemz, Secretary