

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
July 18, 2017

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: Vicki Paddock, Libby Baker, Gerry Crews, Michelle Klemz and Jim Goshorn. 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. Also in attendance: Kraig Owens, Safety Supervisor, and Allison McCready, GPD Recreation Intern; Fred Colon, IT Specialist.

A motion to accept the Regular Meeting minutes of June 20, 2017 as presented was made by Vicki Paddock and seconded by Michelle Klemz. Roll call vote taken. Ayes: Paddock, Goshorn, Crews, Klemz and Baker. Nays: none. Motion carried.

A motion to accept the Executive Session Minutes of June 20, 2017 as presented was made by Michelle Klemz and seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Paddock, Goshorn, Klemz and Baker. Nays: none. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$1,116,460.98 presented on July 18, 2017 was made by Vicki Paddock and seconded by Michelle Klemz. Commissioner Baker suggested reviewing the option of using Market Access versus other insurance providers for liquor insurance for renters. Kraig said he will look into it. A question was asked about the payment to Gurnee Police Department and staff explained it is for contracted patrol services for all park locations. Commissioner Crews verified the contractor split between Gurnee Park District and Shotokan Martial Arts Contractor. Roll call vote taken. Ayes: Crews, Paddock, Goshorn, Klemz and Baker. Nays: none. Motion passed.

The financial report and treasurer's report were reviewed. Commissioner Crews inquired about the Treasury Sweep Account verifying its earnings were comparable with yields on certificates of deposit. Commissioner Goshorn inquired about Hunt Club Park Aquatic Center revenue. Staff indicated that revenue is consistent with weather patterns but slightly behind last year at this time. They are hopeful that the difference will be secured through additional daily sales and monitoring expenses closely.

The Fiscal Year April 30, 2017 audit was presented by Jaime Wilkey, partner at Lauterbach & Amen. Jamie went through highlights from the Management Letter and Comprehensive Annual Report. She took questions from the Board and answered them.

The President opened the floor to visitor comments but there were none.

Directors reviewed their monthly reports with the Board.

Director Jeff Reinhard presented his report. Commissioner Baker inquired about pesticides for weed control and if the district received any comments or concerns from the public. Reinhard indicated that there are less than a handful of calls annually about the pesticides and more calls related to visual weeds and their seed transfer to adjacent homeowner properties.

Director Scott Crowe presented his report. He introduced Allison McCready the second summer intern. Allison is a student of Western Illinois University and has been enjoying her internship experience.

Crowe reported to the Board that the lifeguards earned all exceeds on their audit and also won Life Guard Games once again this year. He also reported that the Bella Cain concert was cancelled due to flooding and is rescheduled for September 7th.

Director Mike Szpylman presented his report and indicated that more discussion would occur during the Action Items on the IT Recovery Plan.

Director Jennifer Gilbert presented her report and gave updates on the Go Walking Club and Summer Lunch Program.

The Executive Director reviewed her report. She reminded the Board about the upcoming Gurnee Days Festival and then turned the floor over to Kraig Owens who gave an update on the recent flood event.

Kraig Owens gave an update on flood affected parks and potential loss. He reported that a preliminary claim had already been submitted to PDRMA and were waiting for an adjuster from L J Shaw and Co. The Executive Director then commended Kraig and the rest of the District staff on their support and teamwork during the event. The Board also shared their appreciation for great response to the crisis.

ACTION ITEMS

A motion was made by Gerry Crews to approve the FY 16/17 Audit. Motion seconded by Libby Baker. Roll call vote taken. Ayes: Paddock, Baker, Klemz and Goshorn. Nays: none. Motion passed.

A motion was made by Michelle Klemz to approve the Funds Transfer as presented. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Baker, Klemz and Goshorn. Nays: none. Motion passed.

A motion was made by Gerry Crews to approve the attendance of Scott Crowe to NRPA Director's School in West Virginia from 8/28/17-9/1/2017. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Baker, Crews, Paddock, Klemz and Goshorn. Nays: none. Motion passed.

A motion was made by Libby Baker to approve the Spaulding Playground Equipment Plan as presented. Motion seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Motion passed.

A motion was made by Vicki Paddock to approve the 5 Year Capital Improvement Plan as presented. Motion seconded by Michelle Klemz. Commissioner Crews commented that it is very important to evaluate the capital regularly and not to simply replace capital because the plan indicates that it is time to replace it. The Board agreed with his comment. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Motion passed.

A motion was made by Gerry Crews to approve the IT Recovery Plan as presented. Commissioner Goshorn inquired whether an offsite server solution was considered. Director Szpylman indicated that this option would be evaluated at the next review since a considerable investment was already in place for onsite hardware and support and there was a considerable amount of life left to the equipment. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz and Goshorn. Nays: none. Motion passed.

OTHER BUSINESS

President Goshorn recognized Executive Director Susie Kuruvilla for 20 years of great service to the Park District. The Board shared their gratitude for her tenure. Kuruvilla indicated that she has very much enjoyed working with the District and looks forward to continuing her leadership and seeing the District excel.

A motion was made by Vicki Paddock to adjourn the regular Park Board Meeting of July 18, 2017 at 8:49pm and was seconded by Gerry Crews. Roll call vote was taken. Ayes: Baker, Crews, Paddock, Klemz and Goshorn. Nays: none. Motion passed.

James G. Goshorn, President

Michelle Klemz, Secretary