

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
October 16, 2018

President Goshorn called the regular meeting to order at 7:00 pm. The President led the Pledge of Allegiance and asked for roll call. Commissioners present: Gerry Crews, Vicki Paddock, Michelle Klemz, Libby Baker and Jim Goshorn. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Director of Parks and Planning; Mike Szpylman, Director of Business Services; Jennifer Gilbert, Director of Marketing and Community Relations; Kara Moss, Aquatic Manager; and Melissa Greenthal, Operations Analyst.

A motion was made by Michelle Klemz to approve the minutes of the regular meeting of September 18, 2018. The motion was seconded by Libby Baker. Roll call vote taken. Ayes: Paddock, Baker, Crews, Klemz, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$848,438.47 presented on October 16, 2018, was made by Gerry Crews and was seconded by Libby Baker. Commissioner Baker noted a payout made to Honey Orthodontics. Director Szpylman indicated the sponsor accidentally paid twice. Commissioner Goshorn asked about the code violation. Director Reinhard indicated the outdoor bathroom at Viking Park had some outdated electrical that was found by Forsee Electric when putting in new lighting that required replacement. Roll call vote taken. Ayes: Baker, Paddock, Klemz, Crews, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to approve the second payout to Allstar Asphalt Inc. in the amount \$80,087.50 presented on October 16, 2018 was made by Gerry Crews and was seconded by Libby Baker. The payout is for the O'Plaine Pickleball courts. The issue with the grading will be repaired through November with the color coating completed in the spring prior to the final payout to Allstar Asphalt Inc. Roll call vote taken. Ayes: Paddock, Klemz, Baker, Crews, and Goshorn. Nays: none. Absent: none. Motion carried.

The financial report and treasurer's report were reviewed. Commissioner Crews asked about the increase in revenue from the aquatic center. Director Szpylman said the weather and outreach marketing helped increase the daily sales. Commissioner Crews commented on the increase in interest rates. Director Szpylman said that the latest 12 month CD rate was at 2.8%.

Department Directors reviewed their written reports with the Board.

Director of Parks and Planning Jeff Reinhard presented his report. Westgate, Shaw and University playgrounds are under renovation. Westgate playground is near completion. Shaw Park's new pieces are in and now the rehabilitation of the current structure is in progress. Commissioner Baker asked what type of surfacing is planned at each of these parks. Director Reinhard indicated University is synthetic turf and Westgate is playground mulch. The closing of the Aquatic Center pool is going well. Commissioner Goshorn asked about the leak in the pool. Director Reinhard indicated they are continuing to search for the leak.

Aquatic Manager Kara Moss presented the Aquatics Report. The customer care staff had the goal to break even at the pool. Aquatic Season pass sales were steady compared to last year. To help with revenue late last season and this aquatic season online daily tickets were available for purchase at \$10 regardless of residency. The Cattail Café vendor changes took place this year including the purchase of equipment rather than renting as well as the move to one vendor for

main food items. A switch from Coca-Cola to Pepsi without the long-term contract was negotiated a few years ago which helped save on expenses. Birthday parties and private rentals went well with enhancements to parties to make them more memorable. Blue Devil's Swim Club partners with Gurnee Park District each year to swim at the aquatic center before and after operational hours. A change to the swim program occurred this summer with the programs changing from 2 weeks to 3-week sessions to mirror the camp sessions. This allows more kids lessons in a session to move up in swim levels. Gurnee Park District hosted IPRA Lifeguard games and placed 3rd with only 3 points behind first place. Commissioner Goshorn commented on only 80 rescues throughout the aquatic season. Most were "active rescues" which is where the lifeguard goes in and assists the swimmer to a wall.

Executive Director Susie Kuruvilla reviewed the recreation report. Commissioner Goshorn asked about the gap between the actual fitness members and the goal. Executive Director Kuruvilla mentioned the cancellations are lower in September than a year ago. The main concern is finding the new members. Lindenhurst Health and Fitness is closing, several of their members have reached out and we will look into how to capture some of these members.

Director of Business Services Mike Szpylman reviewed his report.

Director of Marketing and Community Relations Jennifer Gilbert reviewed her report. Gearing up for the Friendiversary event at FitNation on November 3rd. The GO Lake County walk had great attendance. Marketing is looking to use Snapchat as a marketing tool. In addition the website NextDoor is being investigated to secure all of the locations that belong to Gurnee Park District. SignUpGenius was utilized to help secure volunteers for Trick or Treat path. Marketing is also working with Pat Bodame to update the collection of guest data into an electronic form to be able to market memberships to these individuals. The Scary Good Deal at FitNation is going well, Pat is tracking the members who signed up during this time and sending them reminders to visit. Commissioner Goshorn asked if SignUpGenius would allow individuals who do not have a pickleball partner for the outdoor courts to sign up for a time and have other people sign up to play as well. Director Gilbert indicated we can look into utilizing SignUpGenius or another tool in the future to sign up for Pickleball partners.

Executive Director Susie Kuruvilla reviewed her report.

ACTION ITEMS

A motion was made by Libby Baker to approve the estimated tax levy amount of \$4,965,162 in the corporate and special purpose funds and \$1,009,042 in the bond and interest fund bringing the total estimated levy to \$5,974,204 and since the total increase is above 5%, to hold a truth-in-taxation hearing on November 20, 2018 at 6:45 p.m. at Viking Park Community Center as presented and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Klemz, Baker, Paddock, and Goshorn. Nays: none. Absent: none. Motion passed.

A motion was made by Michelle Klemz to reject all bids received for Viking Park Sidewalk Rehabilitation as presented and was seconded by Libby Baker. Commissioner Paddock requested more information on why to reject the bids for the Viking Park Sidewalk Rehabilitation. Executive Director Kuruvilla discussed that the current brick pathways are 15- 20 years old and need to be replaced. The current bids are concrete, which cost less than the brick but after consideration more discussion and deliberation need to be made on the material to be used; whether it should be brick or concrete. The project will be done in spring or summer. Roll call vote taken. Ayes: Crews, Paddock, Baker, Klemz, and Goshorn. Nays: none. Absent: none. Motion passed.

OTHER BUSINESS

A motion was made by Michelle Klemz to enter executive session at 7:53pm to discuss:

- to consider information regarding appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel to determine its validity. (5ILCS 120/2 (c) (5))

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

A motion was made by Gerry Crews to return to open session at 8:38pm. Motion seconded by Michelle Klemz. On voice vote, all voted aye and the Board returned to open session.

A motion to adjourn was made by Gerry Crews and was seconded by Michelle Klemz. On voice vote, all voted aye. The meeting adjourned at 8:38pm.

James G. Goshorn, President

Michelle Klemz, Secretary