

Regular Meeting Minutes of the  
Gurnee Park District Board of Commissioners  
February 16, 2021

President Goshorn called the regular meeting to order at 7:00pm. The President led the Pledge of Allegiance and asked for roll call. Commissioners present: Gerry Crews, Aaron Dalzot, Vicki Paddock, Michelle Klemz, and Jim Goshorn. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Mike Szpylman, Director of Business Services; Mike Wick, Director of Recreation; Kraig Owens, Director of Parks; Jennifer Gilbert, Director of Marketing and Community Relations; and Melissa Greenthal, Operations Analyst.

A motion was made by Michelle Klemz to approve the minutes of the regular meeting of January 19, 2021. The motion was seconded by Aaron Dalzot. Roll call vote taken. Ayes: Klemz, Crews, Dalzot, Paddock, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$508,200.78 presented on February 16, 2021, was made by Gerry Crews and was seconded by Michelle Paddock. Roll call vote taken. Ayes: Dalzot, Klemz, Paddock, Crews, and Goshorn. Nays: none. Absent: none. Motion carried.

The financial report and treasurer's report were reviewed. Director Szpylman presented the third quarter recap. The corporate and recreational funds are in the positive with a projected end of year at over \$115,000.

The President opened the floor to visitors; there were no visitors present.

Department Directors reviewed their written reports with the Board.

Director of Parks Kraig Owens reviewed the parks report. The Parks Team is doing a great job keeping up with the snow removal. The ice rinks look fantastic this year.

Director of Recreation Mike Wick reviewed the recreation report. The change in Tiers in Phase 4 has created challenges and the need to regularly adapt. Summer camp planning is in progress for 2021. The Aquatic Center will open for the summer of 2021. Commissioner Crews commented that the fitness visits appear to be increasing. Swim lessons are back at the FitNation Pool and doing great. Outdoor football is a new program to the park district and the engagement in participants is tremendous.

Director Mike Szpylman reviewed the Business Services report. The Emergency Purchases Policy is an action item this month to satisfy CAPRA requirements.

Director Jennifer Gilbert reviewed the Marketing and Community Relations report. There have been ongoing changes to the communications as Region 9 tiers change due to COVID. New signs and email updates go out regularly. A Valentine's Day postcard was sent out to all senior social members.

Executive Director Susie Kuruvilla reviewed her report. A survey went out to all members who regularly frequented the Hunt Club location for their fitness needs whose membership is currently

on hold or were cancelled. The survey asked if the Hunt Club location opened if members would return; 129 responded that they would return if the facility re-opened. Director Wick is working with his team to develop a plan to re-open Hunt Club. Gurnee Days is under evaluation currently. Gurnee Park District is hosting a Legislative Breakfast again this year using a virtual platform.

## ACTION ITEMS

A motion was made by Michelle Klemz to approve the lowest responsible bid from Landmark Contractors, Inc., Huntley, IL in the amount of \$82,275 for the improvement of drainage at Viking Park as explained in the attached bid summary as presented and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Paddock, Klemz, Dalzot, and Goshorn. Nays: none. Absent. None. Motion passed.

A motion was made by Vicki Paddock to approve the Gurnee Park District holiday schedule as presented and was seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Dalzot, Klemz, Paddock, and Goshorn. Nays: none. Absent. None. Motion passed.

A motion was made by Gerry Crews to approve the revised Purchasing Policy as presented and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Dalzot, and Goshorn. Nays: none. Absent. None. Motion passed.

## OTHER BUSINESS

A motion was made by Gerry Crews to enter executive session at 7:54 pm to discuss:

- Semi Annual Review of Executive Session Minutes - Sec. 5 ILCS 120/2 (c) (21)
- 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. - Sect. 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. 5 ILCS 120/2 (Sect. 2 (c) (5)
- The setting of a price for sale or lease of property owned by the public body. 5 ILCS 120/2 (Sect. 2 (c) (6)

Motion seconded by Michelle Klemz Roll call vote taken. Ayes: Paddock, Dalzot, Klemz, Crews, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to return to open session at 8:22 pm. Motion seconded by Gerry Crews. On voice vote, all voted aye and the Board returned to open session.

A motion to adjourn was made by Gerry Crews and seconded by Michelle Klemz. On voice vote, all voted aye. The meeting adjourned at 8:22 pm.

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James G. Goshorn, President

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Michelle Klemz, Secretary