

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
August 16, 2022

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: Michelle Klemz, Gerry Crews, Aaron Dalzot, Vicki Paddock, and Jim Goshorn. Commissioners Absent: none. Also present: Susie Kuruvilla, Executive Director; Mike Wick, Director of Recreation; Kraig Owens, Director of Parks; Mike Szpylman, Director of Business Services; and Jennifer Gilbert, Director of Marketing and Community Relations and Melissa Greenthal, Operations Analyst.

A motion was made by Vicki Paddock to approve the minutes of the regular meeting of July 19, 2022. The motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Crews, Dalzot, Klemz, Paddock, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to approve the minutes of the Special Meeting- Park Tour July 19, 2022. The motion was seconded by Vicki Paddock. 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 \$1,332,301.26 presented on August 16, 2022, was made by Gerry Crews and was seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Crews, Paddock, Dalzot, and Goshorn. Nays: none. Absent: none. Motion carried.

The financial report and treasurer's report were reviewed.

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 Gurnee Fire Department is going to be at the aquatic center August 30th for their annual training. In September the Gurnee Fire Department will visit 6 park locations for training.

Director of Recreation Mike Wick reviewed the recreation report. Gurnee Days was tremendously success this year. Camp completed on Friday, August 12th with a successful 2022 summer. The Aquatic Center shifted to weekend only. Teen movie night which partnered with the Warren-Newport Library on Friday, August 12th went well with approximately 50 in attendance.

Director of Business Services Mike Szpylman reviewed the business services report. The bonds for FitNation are callable in November 2022; the park district will look into this option to refinance the bonds. The DEI Committee is currently gathering data and feedback from staff to develop a DEI Plan for the district.

Director Jennifer Gilbert reviewed the Marketing and Community Relations report. The 1st Art Show at Gurnee Days this year featured over 100 submissions and was well received by the community.

Executive Director Susie Kuruvilla reviewed her report. Executive Director Kuruvilla thanked the staff for all their hard work during Gurnee Days. Tree Dedication is on Sunday, October 2, 2022, the board is encouraged to attend if available. NRPA Conference will be September 19-22, 2022.

ACTION ITEMS

A motion was made by Gerry Crews to approve Fiscal Year 2021/2022 Audit as presented and was seconded by Vicki Paddock. Ron Amen, from Lauternach and Amen presented the audit report. Ron thanked Mike and the rest of the team for a smooth audit process. Gurnee Park District received the unmodified opinion; this is the best that a municipality and park district can receive. Gurnee Park District received the Certificate of Achievement last fiscal year and plan to apply for it again this year. 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 fund transfer of \$700,000 from the Corporate Fund and \$720,000 from the Recreation Fund to the Capital Replacement/Development Fund and was seconded by Michelle Klemz. Roll call vote taken. Ayes: Paddock, Klemz, Crews, Dalzot, and Goshorn. Nays: none. Absent. none. Motion passed.

A motion was made by Michelle Klemz to approve the field use agreement with FC Lake County Soccer Club as presented and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Dalzot, Paddock, Klemz, Crews, and Goshorn. Nays: none. Absent. none. Motion passed.

A motion was made by Gerry Crews to reject all bids for Viking Park softball field improvements and was seconded by Michelle Klemz. Roll call vote taken. Ayes: Dalzot, Paddock, Klemz, Crews, and Goshorn. Nays: none. Absent. none. Motion passed.

A motion was made by Michelle Klemz to approve the lowest responsible bid from Chicagoland Paving at a cost of \$50,000 for pavement improvements at University and Hunt Club Parks and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Dalzot, Paddock, Klemz, Crews, and Goshorn. Nays: none. Absent. none. Motion passed.

A motion was made by Vicki Paddock to approve the lowest responsible proposal from ACTServices Consulting at a cost of \$27,305 for the ADA Accessibility and Transition Plan and was seconded by Aaron Dalzot. Roll call vote taken. Ayes: Dalzot, Paddock, Klemz, Crews, and Goshorn. Nays: none. Absent. none. Motion passed.

OTHER BUSINESS

A motion was made by Gerry Crews to enter executive session at 8:08pm to discuss:

- Semi Annual Review of Executive Session Minutes - Sec. 5 ILCS 120/2 (c) (21)

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

A motion was made by Vicki Paddock to return to open session at 8:10pm. Motion seconded by Michelle Klemz. On voice vote, all voted aye and the Board returned to open session.

A motion was made by Gerry Crews to release executive session minutes dated 8/17/2021, 3/15/2022, 5/17/2022 I, and 6/21/2022 as recommended by staff. Motion seconded by Michelle Klemz. All other closed session minutes not released are deemed to still be confidential and will not be released at this time. Also the tapes from September 2019 – February 2020 will be erased. Roll call vote taken. Ayes: Crews, Klemz, Paddock, Dalzot and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to adjourn was made by Vicki Paddock and seconded by Gerry Crews. On voice vote, all voted aye. The meeting adjourned at 8:11 pm.

James G. Goshorn, President

Michelle Klemz, Secretary