

Truth in Taxation Hearing and Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
November 16, 2010

Board President Libby Baker called the Gurnee Park District truth in taxation hearing to order at 6:45 p.m. The President then led the Pledge of Allegiance and the roll was called. Commissioners present: Libby Baker, Vicki Paddock, Donna Kolar and Jim Goshorn. Commissioners absent: Russ Johnson. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Supt. of Parks; Lisa Sheppard, Supt. of Recreation; Mike Szpylman, Supt. of Business; Jennifer Gilbert, Marketing/PR Manager; Andy Kimmel, Lake County Forest Preserve District, Dave Phillips, Speer Financial; Steve Becker, Landscape Supervisor; and Suzanne Gage, Administrative Assistant. Please refer to the attendance record for other visitors.

The President stated that the truth-in-taxation hearing notice was published in the *Daily Herald* on November 5, 2010. The proposed tax levy for 2010 is \$5,270,007, a 7% increase from the 2009 tax extension. The levy for the corporate and special purpose funds is estimated at \$4,386,363, which is 8.4% higher than the previous year. The total estimated debt service levy is \$883,644. 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 2010 tax levy is based on an estimate of \$1,447,644,500 of Equalized Assessed Valuation, which is a 7% increase from the 2009 EAV. The new construction amount is estimated to be \$58,176,284. The consumer price index for 2010 is 2.7%. It is important to keep in mind that 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 2010 is .364, which is the same as the 2009 tax rate.

President Baker opened the floor for comments from the public. No comments were offered and a motion was made by Jim Goshorn seconded by Donna Kolar to adjourn the hearing at 7:47 p.m. On voice vote, all voted aye.

The regular meeting was called to order by President Baker immediately thereafter. A second roll call was taken. Commissioners present: Libby Baker, Vicki Paddock, Donna Kolar and Jim Goshorn. Commissioners absent: Russ Johnson.

A motion to accept the regular meeting minutes of October 19, 2010 as presented was made by Jim Goshorn and seconded by Donna Kolar. Roll call vote taken. Ayes: Baker, Kolar, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

A motion to approve the vouchers list dated 11/10/10 in the amount of \$537,953.53 and the supplemental vouchers list dated 11/16/10 in the amount of \$41,178.92 was made by Vicki Paddock and seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Kolar, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

The financial and treasurer's reports were reviewed. The Director commented that over 75% of revenue has already been collected for the year in terms of property taxes and program fees.

Susie Kuruvilla introduced Deputy Director of Lake County Forest Preserve District Andy Kimmel representing the American Academy for Park & Recreation Administration. He extended his congratulations to the District and noted that he serves as treasurer for AAPRA. He noted that the Gold Medal is offered each year by the Academy in partnership with the National Recreation and Park Association to honor outstanding park and recreation agencies for excellence in the field of park and recreation management. The evaluation criteria looked at how well we finance, operate and maintain our parks, how well we protect the environment, and how well we connect with our community. The District was found to be outstanding in all areas. He stated that it truly is an elite honor to be chosen as one of the four finalists. The Forest Preserve District was a finalist four times before they won. He said that the Gold Medal commemorates what the people of Gurnee already know, that this is a wonderful park district and does an outstanding job of 'promoting fun and preserving nature', as stated in the mission statement. He congratulated the park district on behalf of the Academy. The Board thanked him for his comments.

The Director introduced Dave Phillips, Sr. Vice President with Speer Financial, Inc. She stated that the District is issuing annual rollover bonds and received an excellent rate. Mr. Phillips congratulated the District for the Gold Medal and stated it is a tremendous honor for the District thanks to the Board's leadership and the excellent staff team and community that we support. He noted that five bids were received for the bond issue. Libertyville Bank & Trust was the low bid with an interest rate of 1.45%. He said we have been blessed with good local banking support. He recommended acceptance of this bid. The issue is \$740,515.

The Board had invited three Eagle Scouts to attend the meeting to accept their thanks for projects that have been completed in our parks. Landscape & Grounds Supervisor Steve Becker introduced John Kroc and James and Eric Hessing. The Board President thanked them and presented them with Certificates of Recognition. John constructed four bat houses at Village Park and James and Eric constructed benches and bird houses at Hunt Club Park. Mrs. Hessing thanked Linda Brogren for her help coordinating with Jeff Reinhard and Steve Becker. She said that the Scouts are always looking for volunteer projects but finding organizations willing to work with the Scouts is difficult. Linda was a very valuable asset in the process.

There were no visitors' comments.

Jeff Reinhard presented the Parks Department report. Both swing areas at Betty Russell Park have been removed. The unlock block around it has been built. The staff is now preparing the Pentagode area. The remainder of the project will be completed next spring. Jeff also described progress on the Hunt Club restroom project. Masonry walls and all rough plumbing have been installed. The carpenters are waiting for the roof trusses to arrive in order to continue with carpentry and roof work.

Bids were received on November 9 for construction of the Village Park playground and bridges. Staff is recommending that the project be awarded to the low bidder, B & B Permanent Seeding, Mundelein, IL for \$345,122. The permit has been approved by the Army Corps of Engineers and the City of Waukegan and Lake County Stormwater Management now has the opportunity to comment on the permit process.

Lisa Sheppard reviewed the Recreation Department report. She discussed staff training that occurs at this time of year in each of the recreation teams. She will also be attending all of the team staff meetings to show the Gold Medal video and display the plaque. With the onset of colder weather, the fitness center is beginning to pick up. Many special events are occurring – preschool will have four international luncheons this week. Breakfast with Santa will occur December 11. Scott, Sabrina, Sue and Amber represented the recreation profession at the Warren High School career fair. Lisa suggested that anyone interested in a summer job apply by January. Staff is already working on the pool and camp guide for next year.

Mike Szpylman presented the Business Department report. He noted that the tax levy hearing was held this evening and the 2010 tax levy ordinance will be approved during action items. The department is kicking off the FY 2011/2012 budget process. The budget and evaluation timeline has not changed from previous years. The Categories of services document will be reviewed by the Board at this meeting. The Director stated that Mike is fitting in very well with the team and she is very happy to have him on board.

Marketing/Public Relations Manager Jennifer Gilbert discussed her report. She noted that she was involved in marketing and promotional aspects of communicating the gold medal award. The winter brochure will arrive around Dec. 1 and we will formally announce GPD's presence on social media. The gold medal video will soon be uploaded to YouTube. The website will soon be moved to a new host but it will look the same. Staff continues to advertise upcoming programs as well.

Director Kuruvilla presented her report. She thanked everyone for all of the work done to achieve the Gold Medal and also for planning the celebrations afterward. She especially thanked Jennifer Gilbert for these preparations. President Baker commented on how all the staff and board worked together to serve food the night of the community celebration. She heard many customers saying nice things about the staff and the event.

The 6-month update of Goals and objectives was reviewed and Susie noted good progress has been made. She also showed the Board the plaque that was received for the GFOA Distinguished Budget Presentation Award.

She discussed the proposed changes to the aquatic center pricing policy. The pricing policy originally broke down passes by family size and it is now recommended that one price per individual be set. As we go into the 10th season, this will be a simplified structure to market and for the staff to handle.

She discussed the proposed PARC grant application for Vineyard Park. Thompson Dyke has provided a proposal to assist the District in obtaining the grant at a cost of \$7400. Federal funds will be administered by Illinois Dept. of Natural Resources. This is a matching grant with 75% of the cost to be covered by the grant funds.

Categories of Services was reviewed by the Board as the first step in the budget process for the next fiscal year. No changes were made by staff. The board concurred.

ACTION ITEMS

A motion was made by Jim Goshorn to approve Libertyville Bank & Trust, Libertyville, IL to issue the bonds at an interest rate of 1.45%. Motion was seconded by Donna Kolar. Roll call vote taken. Ayes: Baker, Kolar, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

A motion was made by Vicki Paddock to approve Ordinance #10/11-4 for the issuance of \$740,515 in general obligation limited park bonds series 2010 of the Gurnee Park District and for the levy of a direct annual tax to pay the principal and interest of said bonds. Motion was seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Kolar, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

A motion was made by Vicki Paddock to approve the annual levy ordinance #10/11-3. Motion was seconded by Donna Kolar. Roll call vote taken. Ayes: Baker, Kolar, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

A motion was made by Donna Kolar to approve the developer donation agreement with Barron Development LLC as presented. Motion was seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Kolar, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

A motion was made by Jim Goshorn to approve the modified aquatic center pricing policy as presented. Motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Kolar, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

A motion was made by Jim Goshorn to approve the lowest responsible bid from B & B Permanent Seeding, Mundelein, Illinois, for the construction of a playground at Village Park at a cost of \$346,122. Motion was seconded by Donna Kolar. Roll call vote taken. Ayes: Baker, Kolar, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

A motion was made by Vicki Paddock to approve Resolution #10/11-3 accepting the donation of property from Nancy Jackson. Motion was seconded by Donna Kolar. Roll call vote taken. Ayes: Baker, Kolar, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

A motion was made by Donna Kolar to approve the PARC-3 Resolution of Authorization for Vineyard Park Renovation Project as presented. Motion was seconded by Jim Goshorn. Roll call vote taken. Ayes: Baker, Kolar, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried.

In other business, the Director noted:

- Breakfast with Santa will be held on Saturday December 11– Board members' help is appreciated.
- Viking Park Singers Holiday concert is Sunday, December 5, 3 pm.

- IAPD/IPRA conference will be held from January 27-29. Board members should inform Suzanne Gage as soon as possible if they are interested in registering.

A motion was made by Vicki Paddock to enter executive session at 7:40 p.m. to discuss:

- A. 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. V ILCS 12/2 (c)(1) and
- B. the purchase or lease of real property for the use of the public body. Sect. V ILCS 12/2 (c)(5)

Motion was seconded by Donna Kolar. Roll call vote taken. Ayes: Baker, Kolar, Paddock and Goshorn. Nays: none. Absent: Johnson. Motion carried. Susie Kuruvilla was authorized to attend the closed session.

A motion was made by Jim Goshorn to return to open session at 7:55 p.m. Motion seconded by Vicki Paddock. On voice vote, all voted aye.

Donna Kolar announced that she is resigning her position at this time because of the heavy travel that her job entails. She stated how proud she was of the work that has been done and the accomplishments of the District. She said she considers us a family and that is why we are gold medal award winners because that is how we operate. She encouraged the board to get teens involved in the park board by recruiting a younger person for her seat or to use the HCHY platform to get teenagers involved and have a spot on the board for that type of grooming. The board expressed their thanks to Donna for her 15 years of service. Susie thanked Donna for all of her encouragement.

A motion to adjourn was made by Jim Goshorn and seconded by Donna Kolar. On voice vote, all voted aye. The meeting adjourned at 8:08 p.m.

Libby A. Baker, President

James G. Goshorn, Secretary