

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
April 19, 2011

Board President Libby Baker called the regular meeting of the Gurnee Park District Board of Commissioners to order at 7:00 p.m. The President asked for a roll call. Commissioners present: Libby Baker, Vicki Paddock, Russ Johnson, Michelle Klemz and Jim Goshorn. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Supt. of Parks; Lisa Sheppard, Supt. of Recreation; Mike Szpylman, Supt. of Business; Jennifer Gilbert, Marketing & Public Relations Manager and Suzanne Gage, Administrative Assistant. Please refer to the attendance record for other visitors.

A motion to accept the regular meeting minutes of March 15, 2011 as presented was made by Michelle Klemz and seconded by Russ Johnson. Roll call vote taken. Ayes: Klemz, Johnson, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion to accept the executive session meeting minutes of March 15, 2011 session I and March 15, 2011 session II as presented was made by Vicki Paddock and seconded by Jim Goshorn. Roll call vote taken. Ayes: Klemz, Johnson, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion to approve the vouchers list dated 4/13/11 in the amount of \$537,428.00 and the supplemental vouchers list dated 4/19/11 in the amount of \$216,401.53 was made by Russ Johnson and seconded by Jim Goshorn. The Director stated that the supplemental bill list is large because payouts for the bathroom facility that were received today were included in the list. Roll call vote taken. Ayes: Klemz, Johnson, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

The financial and treasurer's reports were reviewed. There were no questions or comments.

Libby Baker presented outgoing Commissioner Russ Johnson with a Distinguished Service Award for his 12 years on the Park Board. Russ was elected in 1999 and was instrumental in the development of the aquatic center; the Hunt Club Park Community Center and development of many of our parks and other great things that have taken place during his tenure. She thanked him on behalf of the Board and community. Commissioner Johnson accepted the plaque and stated "to be a very small part of this great team has been a wonderful experience for me. The town is very different than it was 12 years ago, in the facilities we can provide people. I'm glad to have been a very small cog in a very big wheel."

20 teens representing the Lake County chapter of the tobacco prevention group known as REALITY Illinois made a presentation to the Park Board regarding the movement to create tobacco-free parks. Their goals are to promote healthy lifestyles, to reduce second-hand smoke, to improve the health of the environment and communities, and support a policy to make all parks tobacco-free. Each of the teens took part in the presentation and used visual aids to reinforce their message. Since November 2008 they have collected 1,337 surveys in Lake County, including surveys completed by Gurnee residents and GPD patrons. 84% of Park District patrons surveyed felt that tobacco litter is a problem in public places such as parks, playgrounds, trails and outdoor events. They presented the cigarette butts they picked up in Viking Park (750 in 30 minutes) and Hunt Club Park (1,083 in one hour) as well as showed samples of the many types of smokeless tobacco that is being used. They discussed the health hazards of second hand smoke. 83% of GPD patrons surveyed believe outdoor smoke is harmful. 16 Lake County communities have adopted smoke free ordinances in their parks. Round Lake Area Park District has adopted the State's first tobacco free policy for their parks. The group encouraged the Park Board to adopt a tobacco free policy rather than a smoke free policy. Tobacco free policies include chewing tobacco and related litter which harms the environment and are a negative influence for children. At the conclusion of the presentation, President Baker thanked the group and said it was obvious that they did their homework and research and had some very good information to provide the Board. Commissioner Klemz asked how common the smokeless products are. She was told it is becoming more and more popular. Commissioner Goshorn said the presentation was very professional and this information gives the Board a lot to consider. He agreed that their mission aligns with the Park District's mission. Commissioner Johnson said the research that was done makes a

strong case. Commissioner Paddock said the presentation makes a powerful statement that the students are from different communities and have done this together. Barbara deNekker, from the Lake County Health Department, stated that the group will be honored by the Health Department next week and CLTV will be covering that event. Commissioner Paddock suggested that a presentation be made at the IAPD State Conference. The Director stated that she will compile some information from other districts and make a recommendation to the Board in May or June as well as communicate further with Ms. deNekker.

There were no visitor comments.

Jeff Reinhard discussed the Parks Department report. He noted that the bathroom facility is complete and is officially open to the public. Commissioner Goshorn commented that it is a really nice building. Jeff noted that he met with two of the young men interested in the Viking skate park expansion. They are going to show the plan to their friends. Jeff doesn't anticipate any changes. They were happy to know another skate park is being planned for Hunt Club Park. Commissioner Klemz asked if there have been any complaints from neighbors regarding on-street parking near Betty Russell Park. Jeff stated he has not had any calls from residents.

Lisa Sheppard reviewed the Recreation Department report. She stated that soccer has been delayed by weather problems but staff will look at rescheduling as many games as possible. Commissioner Goshorn asked how the new reusable soccer jerseys have been received and Lisa stated they've had nothing but positive comments. This is the second season. Family Fun Day had to be cancelled because of the weather. Because it is so difficult to organize with so many agencies contributing to the day, the event will not be rescheduled this year. A "Week of the Young Child" event was held for the first time and was very well received.

Mike Szpylman presented the Business Department report. He noted the only change made since the preliminary budget was the Recreation for the Handicapped budget changed because the tax extension was reduced. This will affect the WSRA budget and Susie, who is the WSRA treasurer, is working with their director on how to deal with this because it will impact services. SRAs are capped at a rate rather than a dollar amount. The revenue they will be getting is what they received five years ago. The Park District may need to revert to reimbursing WSRA for the inclusion aides.

The early bird deadline for aquatic center season passes will end shortly and a last minute influx of applications is expected. Staff has posted the tentative budget and appropriation ordinance in both community centers as well as on the GPD website. Mike announced that the GFOA Certificate of Achievement for Excellence in Financial Reporting was received for 13th time. Mike noted that at the May meeting he will present a system plan that encompasses hardware and software upgrades for the Recreation registration and financial software conversion.

Marketing/Public Relations Manager Jennifer Gilbert presented her Department report. She announced that the News Sun will be the major sponsor of the Farmers Market this summer. The Director gave kudos to Jennifer for this large sponsorship. A new Comcast TV commercial has just been produced using the voices of children in our theater program.

Director Kuruvilla presented her report. The Director met with facilitator Charlie Williams and Ron Vine, from Leisure Vision, to work out details of the Strategic planning process. Ron will meet with the Board in June as well as the staff to formulate survey questions. Charlie Williams will facilitate the focus groups also prior to deciding on the survey questions. The Board agreed to start the June 21 meeting at 5:45pm in order to meet with Ron Vine. It was also determined that Commissioner Klemz will represent the Board on the Executive Steering Committee. Jim Goshorn stated that he would like to participate whenever he is available.

The Director indicated her disappointment that Lake County Stormwater Management has not approved the necessary permit for the Village Park playground project yet. The playground equipment has been ordered however. The construction easement with the apartment developer may expire before the playground is completed but Jeff Reinhard believes access to our site will not become a problem.

The Board discussed possible dates to complete a self-evaluation program conducted by the Illinois Association of Park Districts. The administrative assistant will inform the Board when dates are confirmed with IAPD Executive Director Peter Murphy.

ACTION ITEMS

A motion was made by Russ Johnson to approve fiscal year 2011/2012 budget as presented. Motion seconded by Jim Goshorn.

During discussion of the budget, the Director pointed out that \$5,000 was placed in the budget towards the 'Gurnee's Got It' campaign. She stated that while we collect property taxes from businesses, they do not receive any true benefits from the Park District. This is one way to show support of the business community. The Lake County Visitor's Bureau is also contributing to the campaign. The Director acknowledged that it is difficult to judge the effectiveness of marketing efforts but she strongly agrees with the program. The Mayor has stated that sales tax revenue has gone up and there have been many more inquiries from businesses about coming into the Village.

She also noted that \$30,000 was normally budgeted for scholarships and they were given to residents only. \$10,000 has been added to the program this year. The Director asked the Board to consider allowing non residents access to scholarships since they are a good proportion of our customers. There is a 65% - 35% split in our resident/nonresident participants. The Board determined that staff should limit non resident access to scholarship funds to the programs held at school buildings where the participants receive resident rates. Staff will revise scholarship guidelines and share them with the Board.

Roll call vote taken. Ayes: Klemz, Johnson, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Jim Goshorn to accept fiscal year 2011/2012 budget and appropriation ordinance in tentative form and publish notice of a public hearing to be held on May 17, 2011 at 6:45 pm at Viking Park prior to the regular board meeting. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Johnson, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to approve the affiliate agreement with Warren United Soccer as presented. Motion was seconded by Vicki Paddock. Lisa Sheppard stated that this affiliate is in good standing. Roll call vote taken. Ayes: Klemz, Johnson, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to approve the affiliate agreement with Warren Wave as presented. Motion seconded by Jim Goshorn. Lisa stated that this group is also in good standing. Roll call vote taken. Ayes: Klemz, Johnson, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to approve the fiscal year 2011/2012 goals and objectives as presented. Motion seconded by Russ Johnson. Roll call vote taken. Ayes: Klemz, Johnson, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Jim Goshorn to purchase two vehicles from Badger Truck Center, West Allis, WI as listed on the summary report dated 4/19/11 for a total cost of \$48,048.00. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Johnson, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

A motion was made by Jim Goshorn to purchase two vehicles from Morrow Brothers Ford, Inc., Greenfield, IL as listed on the summary report dated 4/19/11 for a total cost of \$38,828. Motion seconded by Jim Goshorn. Roll call vote taken. Ayes: Klemz, Johnson, Paddock, Goshorn and Baker. Nays: none. Absent: none. Motion carried.

Other business:

- The Director noted that Village Administrator Jim Hayner will retire at the end of 2011.

A motion was made by Russ Johnson to enter executive session at 8:40 p.m. to discuss 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. (5ILCS 120/2 (c)(1))

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

A motion was made by Jim Goshorn to return to open session at 10:00 p.m. Motion seconded by Michelle Klemz. On voice vote, all voted aye.

A motion to adjourn was made by Michelle Klemz and seconded by Jim Goshorn. On voice vote, all voted aye. The meeting adjourned at 10 p.m.

Libby A. Baker, President

James G. Goshorn, Secretary