

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
April 15, 2014

President Goshorn called the meeting to order at 6:15 p.m. and led the pledge of allegiance. He asked for a roll call. Commissioners present: Vicki Paddock, Gerry Crews, Libby Baker, Michelle Klemz and Jim Goshorn. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director and Suzanne Gage, Administrative Assistant.

A motion was made by Libby Baker seconded by Michelle Klemz to enter executive session at 6:15 pm 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) On roll call vote, Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried. No other person was included in the executive session.

A motion was made by Michelle Klemz to return to open session at 6:58 p.m. Motion seconded by Gerry Crews. On voice vote, all voted aye. A five minute recess was called.

The President called the meeting to order at 7:05 pm and led the pledge of allegiance. He asked for a roll call. Commissioners present: Vicki Paddock, Gerry Crews, Libby Baker, Michelle Klemz and Jim Goshorn. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Supt. of Parks; Michael Szpylman, Supt. of Business; Scott Crowe, Supt. of Recreation; Jennifer Gilbert, Marketing/PR Manager and Suzanne Gage, Administrative Assistant. Please see the attendance sheet for visitors.

A motion was made by Michelle Klemz to approve the minutes of the regular meeting of March 18, 2014. The motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to approve the executive meeting minutes of March 18, 2014 session I and session II. The motion was seconded by Libby Baker. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to approve the total bills, payouts and payroll in the amount of \$631,678.60 presented on April 15, 2014 was made by Michelle Klemz and seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

The financial report and treasurer's report were reviewed.

The President opened the floor to visitor comments. There were no comments from the audience.

Department heads discussed their written monthly reports and answered questions.

The Director presented her monthly report. She announced that the Park District has received the GFOA Award for Excellence in Financial Reporting for the 16th consecutive year. Mike Szpylman and the business team were congratulated for their achievement once again.

The Director also noted that the Lifeguard staff has received the Gold International Aquatic Safety Award from Ellis & Associates. Receipt of this award indicates the highest level of professionalism and dedication of our staff. The Board President and the Director will arrange to present the award to the aquatic staff in the near future.

The Director reported that the architect has submitted a plan for the proposed renovations at FitNation Pool. They will be reviewed at the next Board meeting.

The Director discussed the Park District relationship with Warren United Soccer. The club is considering a merge with Grayslake Galaxy. The affiliate agreement with GPD requires that 50% of the participants be GPD residents. The Board

felt that they will no longer qualify for an affiliate agreement but it will be beneficial to continue the relationship with the club through the field use agreement, which establishes the fees that they pay. Warren United hopes to merge the clubs by this fall and establish a new board and policies. The current affiliate agreement expires in May, however they have been told they should reapply this year.

The Director announced that the Park District did not receive an OSLAD grant for the Ravinia Park renovation plan. We were told we missed by one point. The project itself is a good project; but there was no urgency shown in the master plan. The Board agreed that it may be worth reapplying since we were not going to start the project until next year. The architect will reapply at no cost to the Park District.

The Director noted that the Park District and Village would again cooperate in a special event held at Bittersweet Golf Course on Saturday, June 7 called "Families on the Fairway". Commissioner Crews complimented the cooperative venture.

ACTION ITEMS

A motion was made by Michelle Klemz to approve the fiscal year 14/15 budget as presented. Motion seconded by Vicki Paddock. Mike Szpylman delineated the line items that changed from the preliminary budget to the final budget:

- \$50,000 was added to the Capital Replacement / Development Fund for the repair and remodel of the locker rooms at FitNation.
- An additional \$170,000 has been added to the Capital Replacement / Development Fund for land acquisitions.
- In the Site and Construction (Bonds) Fund, \$30,000 was added for new washers and dryers at FitNation and the \$30,000 shelter for Hunt Club Park was deemed unneeded at this time and removed from the budget resulting in a \$0 net change to the Fund.

Commissioner Crews stated that he and President Goshorn met with Mike and Susie to discuss the budget. He thanked the staff for their efforts in creating the budget. The Director agreed to make available a summary from that meeting in the next Board packet. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to accept fiscal year 2014/2015 budget and appropriation ordinance in tentative form and publish notice of a public hearing to be held on May 20, 2014 at 6:45 p.m. at Viking Park prior to the regular board meeting. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to approve the fiscal year 14/15 goals as presented. Motion seconded by Libby Baker. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to approve Resolution #13/14-8 adopting the Gurnee Park District 457(b) deferred compensation plan as presented. Motion seconded by Michelle Klemz. The Director explained that a 457 plan allows an employee to set aside a portion of salary on a pre-tax basis. The Park District does not contribute to the plan, but is the 'pass-through' for the funds. The plan was made as flexible and friendly to the employee as possible. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to accept the lowest responsible bid from Ultimate Distributing Inc., Mundelein, IL for Gurnee Park District apparel including shirts for participants, staff apparel, hats and backpacks in the amount of \$73,996.56. Motion seconded by Michelle Klemz. Supt. Crowe assured the Board that he had inspected the facility to be sure that the company can handle the work on premises as required in the bid. They had excellent references from other park districts as well. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to accept the lowest responsible bid from Washburn Machinery for the purchase and installation of two washing machines and two dryers at FitNation at a cost of \$24,000. Motion seconded by Vicki

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

A motion was made by Michelle Klemz to reject the lowest bid received from SportsArt, Woodinville, WA for purchase of fitness equipment for Hunt Club Fitness Center. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to accept the lowest responsible bid from Direct Fitness Solutions, Mundelein, IL for purchase of fitness equipment for Hunt Club Fitness Center at a cost of \$66,820. Motion seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to approve the purchase of two 2014 F-150 two wheel drive pickup trucks for \$20,970 after trade in value, from Wright Automotive, Hillsboro, IL through the State of IL bid. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to purchase a 2015 F-450 four wheel drive pick up truck for \$37,525 from Bob Ridings, Inc. Taylorville, IL through the State of IL Bid. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to accept the lowest responsible bid from Burris Equipment for the purchase of a Case Skid Steer SV250 at a net cost of \$33,630 after the \$3,500 trade in value for the old Skid Steer. Motion seconded by Libby Baker. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to accept the lowest responsible bid from R.A. Adams for the purchase of dump body, snow plow and salt spreader at a cost of \$23,345. Motion seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to accept the lowest responsible bid from Maneval Construction Co, Inc., Grayslake, IL for construction of the parking lot behind Hunt Club Park Community Center at a cost of \$55,600. Motion seconded by Libby Baker. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to accept the lowest responsible bid from Chicagoland Paving Contractors, Inc. Lake Zurich, IL for the construction of a circulation path at Betty Russell Park at a cost of \$30,700. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to enter executive session at 8:15 p.m. 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)(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. 5ILCS 120/2(c)(5)

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

A motion was made by Gerry Crews to return to open session at 9:07 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 Vicki Paddock. On voice vote, all voted aye. The meeting adjourned at 9:08 pm.

James G. Goshorn, President

Michelle Klemz, Secretary