

Regular Meeting Minutes of the  
Gurnee Park District Board of Commissioners  
June 20, 2017

President Goshorn called the regular meeting to order at 7:00 p.m. and dispensed with the Pledge of Allegiance. He asked for a roll call. Commissioners present: Vicki Paddock, Libby Baker, Gerry Crews and Jim Goshorn. Commissioners absent: Michelle Klemz. Also present: Susie Kuruvilla, Executive Director; Mike Szpylman, Director of Business Services; Scott Crowe, Director of Recreation; Jennifer Gilbert, Director of Marketing and Community Relations. Also in attendance: Kraig Owens, Safety Supervisor, and Henry Lobermeier, GPD Recreation Intern.

A motion to accept the Special Meeting minutes of May 16, 2017 as presented was made by Libby Baker and seconded by Vicki Paddock. Roll call vote taken. Ayes: Paddock, Goshorn, Crews, and Baker. Nays: none. Absent: Klemz. Motion carried.

A motion to accept the Budget and Appropriations Hearing Minutes for Fiscal Year 17/18 from May 16, 2017 was made by Vicki Paddock and seconded by Libby Baker. Roll call vote taken. Ayes: Crews, Paddock, Goshorn and Baker. Nays: none. Absent: Klemz. Motion carried.

A motion to accept the Regular meeting minutes of May 16, 2017 as presented was made by Vicki Paddock and seconded by Libby Baker. Commissioner Crews asked whether his vote to approve minutes for a meeting he did not attend was appropriate. President Goshorn indicated that there were no laws or policies that restrict this and recommended using best discretion. Executive Director Kuruvilla indicated that common practice is to vote but not make the motion in these cases. Roll call vote taken. Ayes: Paddock, Baker, Crews, and Goshorn. Nays: none. Absent: Klemz. Motion carried.

Jim Goshorn administered the oath of office to Libby Baker who has been re-elected to a new four-year term as park commissioner.

A motion to approve the total bills, payouts and payroll in the amount of \$1,150,567.20 presented on June 20, 2017 was made by Gerry Crews and seconded by Vicki Paddock. Commissioner Baker inquired about a series of refunds to one individual customer. Mike Szpylman indicated that this was for a family who withdrew their children from summer camp and since there are multiple children and multiple camps, it created a series of refunds. Roll call vote taken. Ayes: Crews, Paddock, Goshorn, and Baker. Nays: none. Absent: Klemz. Motion passed.

The financial report and treasurer's report were reviewed. President Goshorn shared his appreciation for the additional financial summaries supplied with the report.

The President opened the floor to visitor comments but there were none.

Directors reviewed their monthly reports with the Board.

Kraig Owens presented the Parks report on behalf of Jeff Reinhard, Director of Parks and Planning. Kraig answered questions about recycling bins and the ongoing challenge to recycle the bin contents due to contamination by non-recyclable/hazardous items. President Goshorn commended Kraig on the many safety improvements he has made since being hired. Goshorn also inquired about the aquatic center umbrella replacements.

Scott Crowe introduced Henry Lobermeier as one of two summer interns. Lobermeier then introduced himself and shared a bit about his background, education and summer assignments. Crowe recapped the summer staff training held on June 2nd and indicated that the format and speaker were well received by

new and returning staff. He then reported that the aquatic center was still seeing favorable pass sales and that other promotions including fun-raiser nights were in progress to generate other revenue streams for the facility. T-ball/lil'sluggers showed an increase over last year's registration and camp programs were off to a good start. The new swim times for campers had been working very well so far. Crowe also reported that the preschool and CARE programs received 100% satisfaction ratings on recent customer surveys. The board congratulated the team on their efforts. Lastly, Crowe reported on fitness operations and the continued growth in membership and addition of a training partnership with Warren Hockey.

Mike Szpylman presented his report and indicated that more discussion about the changes to the capital replacement ranges and approval of the Capital Asset Policy would take place during action items.

Jennifer Gilbert reported the resignation of marketing specialist, Liz Gnippe. Gilbert also shared details of the new summer lunch program and reported on the growth of the walking program.

The Executive Director reviewed her report. She explained how the Capital Improvement Plan was designed to follow both the Master Plan and the Strategic Plan to ensure that funds were in place and financial plans were structured to anticipate things like playground replacements as well as additional maintenance/recreation storage and a future outdoor pickleball court. The Board discussed the replacement strategy to which Kuruvilla indicated that many parks are nearing replacement and the order of improvements are based on a number of factors including the date the park/playground was built/installed, the wear and tear to materials and usage/future needs. She mentioned that equipment useful life has varied based on the manufacturer and materials/design.

#### ACTION ITEMS

A motion was made by Vicki Paddock to approve the Prevailing Wage Ordinance #17/18-2 as presented. Motion was seconded by Libby Baker. Commissioner Crews expressed his opinion that the practice of prevailing wage was an outdated one and not fair or equitable. Roll call vote taken. Ayes: Paddock, Baker, and Goshorn. Nays: Crews. Absent: Klemz. Motion passed.

A motion was made by Gerry Crews to appoint Michael Szpylman as IMRF Authorized Agent. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Crews, Paddock and Goshorn. Nays: none. Absent: Klemz. Motion passed.

A motion was made by Libby Baker to approve the Capital Asset Policy as presented. Motion seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Paddock, Baker and Goshorn. Nays: none. Absent: Klemz. Motion passed.

#### OTHER BUSINESS

The Executive Director reminded the board about the Volunteer and Staff Pool Party on Friday, June 23, 2017 at 6:30pm. She also thanked Jennifer Gilbert for her assistance with the board meeting and other administrative needs as a result of Suzanne Gage's retirement. Lastly, she reported that a person was hired for the project manager/data analyst position and would start after the 4th of July holiday.

A motion was made by Vicki Paddock to enter into Executive Session at 8:20pm and was seconded by Gerry Crews. Roll call vote was taken. Ayes: Baker, Crews, Paddock and Goshorn. Nays: none. Absent: Klemz. Motion passed.

A motion was made by Vicki Paddock to leave Executive Session at 8:43pm and was seconded by Libby Baker. Roll call vote was taken. Ayes: Baker, Crews, Paddock, and Goshorn. Nays: none. Absent: Klemz. Motion passed.

A motion was made by Gerry Crews to adjourn the regular Park Board Meeting of June 20, 2017 at 8:43pm and was seconded by Libby Baker. Roll call vote was taken. Ayes: Baker, Crews, Paddock, and Goshorn. Nays: none. Absent: Klemz. Motion passed.

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James G. Goshorn, President

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Michelle Klemz, Secretary