

Truth-in-Taxation Hearing Minutes and Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
November 21, 2017

Board President Jim Goshorn called the Gurnee Park District truth-in-taxation hearing to order at 6:46 p.m. The roll was called. Commissioners present: Libby Baker, Vicki Paddock, Gerry Crews, Jim Goshorn and Michelle Klemz. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Director of Parks and Planning; Mike Szpylman, Director of Business Services; Scott Crowe, Director of Recreation; Jennifer Gilbert, Director of Marketing and Community Relations; Melissa Greenthal, Operations Analyst; Adam Zettler, Fitness Operations Supervisor; and Max Andrews, Fitness Services Supervisor. There were no other visitors present at the meeting.

The President stated that the truth-in-taxation hearing notice was published in the *Daily Herald* on November 10, 2017. The proposed tax levy for 2017 is \$5,835,836, a 5.91% increase from the 2016 tax extension. The levy for the corporate and special purpose funds is estimated at \$4,847,549, which is 6.95% higher than the previous year. The total estimated debt service levy is \$988,287. 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 2017 tax levy is based on an estimate of \$1,158,038,700 Equalized Assessed Valuation, which is a 6% increase from the 2016 EAV. The new construction amount is estimated to be \$42,607,084. The consumer price index is 2.1%.

President Goshorn opened the floor for public comments. There were no comments. Therefore, a motion was made by Vicki Paddock and seconded by Michelle Klemz to adjourn the hearing. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried. The hearing was adjourned at 6:49 p.m.

President Jim Goshorn called the regular meeting to order at 7:00 p.m. and led the pledge of allegiance. The roll was called. Commissioners present: Libby Baker, Vicki Paddock, Gerry Crews, Jim Goshorn, and Michelle Klemz. Commissioners absent: none. Also present: Susie Kuruvilla, Executive Director; Jeff Reinhard, Director of Parks and Planning; Mike Szpylman, Director of Business Services; Scott Crowe, Director of Recreation; Jennifer Gilbert, Director of Marketing and Community Relations; Melissa Greenthal, Operations Analyst; and Dave Philips from Speer Financial.

A motion was made by Libby Baker to approve the minutes of the regular meeting of October 17, 2017 and seconded by Gerry Crews. Commissioner Baker noted a change in the October 17, 2017 minutes that she questioned the Super 8 charges at the October meeting; not Goshorn as listed in the minutes.. A motion to accept this change was made by Libby Baker and seconded by Michelle Klemz. 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 \$965,573.69 presented on November 21, 2017 was made by Gerry Crews and seconded by Vicki Paddock. Commissioner Baker asked if the Mity-Lite expense for Dance Hall Chairs and Carts Roll were part of the Capital Plan. Director Crowe indicated the expense was included in the operating budget in the recreation fund. Baker asked if big budget items are given to the board and Director Szpylman indicated the detail is provided to the Executive Director and other Directors. Commissioner Baker asked if items that are big amounts but under the \$25,000 threshold should be provided to Board during budget approval. Director Szpylman said that the GFOA document includes the detailed budget and is provided to the Board and the public. After discussion the Board came to the consensus that this additional level of detail need not to be brought to the board as it is provided in the GFOA document. Commissioner Crews asked what TSS stands for and Director Szpylman replied that it is the "Total System Support" provided by Excalibur for the 24/7 support of the servers. Roll call vote taken. Ayes: Baker, Paddock, Klemz, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

The financial report and treasurer's report were reviewed. Commissioner Crews commented on how helpful the Overview document is and asked about any concern on the revenue going down in some areas. Executive Director Kuruvilla indicated the expenses will be adjusted accordingly and there is a few areas going down especially

athletics and swim lessons. Preschool and CARE are also seeing a drop just this year. Further review of the demographic changes in Gurnee will be done and a presentation will be made to the Board in the next couple of months to determine if demographic changes are causing a decline in some of these areas.

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

Director of Parks and Planning Jeff Reinhard indicated the hockey board is up in preparation for the ice rink. Spaulding School playground opening went well; some parents and school staff were present at the grand opening. Next summer the backstop will likely be taken out per request from the school. The loss control by PDRMA led informally by Kraig Owens turned out well.

Director of Recreation Scott Crowe reported the IPRA Community Service Awards nominations are due December 15; any nominations should be submitted to Scott by December 7th. Breakfast with Santa is on December 9th Commissioner Goshorn, Baker, and Paddock will be in attendance.

Director of Business Services Mike Szpylman presented his report. Commissioner Baker asked how the park district portion of HRA is paid. Director Szpylman said we pay monthly into the plan as it is billed and it is budgeted each year at a 60% risk level. Kronos is the potential for the Human Resource Management System software. This HR software will be used for applications, on boarding and training. Kronos is the preferred choice due to the customer references provided and the additional add-ons that are available. For the updated Information Technology Policy Commissioner Crews asked why the first contact is the Business Department. Director Szpylman replied that IT falls within the Business Department and individuals should call Fred Colon. Commissioner Crews asked on the cost for Excalibur to come in and update the internet connectivity change. Director Szpylman responded that this charge is estimated at \$2,500-\$5,000 and will incur regardless of which internet provider is chosen. The proposals from AT&T, First Communications and Comcast all provided good proposals that are more affordable and higher speeds than what we are currently using.

Director of Marketing and Community Relations Jennifer Gilbert presented her report. Brenda has retired and a new full time Marketing Assistant position will be posted soon. The Winter Brochure just came back for proof on November 21st. The brochures will be out to the public the first week in December. Commissioner Goshorn asked about any further updates on the GO program in each of their communities. The Lake County Health Department is meeting with individual park districts to roll out the GO program. Once these are launched there may be potential for a cooperative agreement between park districts for the use of indoor amenities. Commissioner Baker asked what the cooperative agreement may look like, Director Gilbert said it is too soon to tell but for the GO Gurnee program the track at Hunt Club is open to those who wear the GO Gurnee shirt.

Executive Director Kuruvilla discussed her report. The Categories for services is undergoing extensive analysis and will be presented to the board no later than the March 2018 board meeting. Director Reinhard presented the two potential locations for Pickleball Courts; FitNation and O'Plaine Park. FitNation would cost approximately \$340,000 and will require the removal of 96 parking spaces and a new entrance. The courts at O'Plaine Park will cost approximately \$270,000 which includes about 20 new parking spaces. Staff recommended the O'Plaine Park location as a result of cost. After discussion on FitNation and O'Plaine Park locations Board consensus was to move forward on Pickleball courts at O'Plaine Park. Executive Director Kuruvilla noted that changes have been made to the holiday hours; Hunt Club will be closed on Thanksgiving beginning in 2018 and FitNation will be open 10:00AM to 5:00PM on New Year's Day.

ACTION ITEMS

A motion was made by Michelle Klemz to approve the annual Levy Ordinance #17/18-3 as presented. Motion seconded by Libby Baker. Roll call vote taken. Ayes: Paddock, Crews, Klemz, Baker, and Goshorn. Nays: none. Absent: none. Motion carried.

Commissioner Goshorn introduced David Phillips from Speer Financial discussed the bond sale. The District is purchasing its own bonds and Speer has determined that the interest rate should be 2% based on current rates. The

money is used to fund prior debt obligations and capital projects. A motion by Libby Baker to approve the bond interest rate at 2%. Motion was seconded by Gerry Crews. Ayes: Paddock, Crews, Klemz, Baker and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to approve Bond Ordinance 17/18-4 for the issuance of \$970,705 in general obligation limited park bonds and for the levy of the direct annual tax was made by Michelle Klemz and seconded by Vicki Paddock. Ayes: Crews, Klemz, Baker, Paddock, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to approve the Intergovernmental Agreement with Gurnee SD 56 as presented. 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 approve the Intergovernmental Agreement with Woodland CCSD 50 as presented. 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 Gerry Crews to approve the Intergovernmental Agreement with Warren Township HSD 121 as presented. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Klemz, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to approve the revised IT Policy as presented. 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 First Communication as the Internet and Fiber Connection for Gurnee Park District as presented. Motion seconded by Michelle Klemz. Roll call vote taken. Ayes: Klemz, Baker, Paddock, Crews and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to adjourn was made by Gerry Crews and seconded by Michelle Klemz. On voice vote, all voted aye. The meeting adjourned at 8:43 pm.

James G. Goshorn, President

Michelle Klemz, Secretary