

Regular Meeting Minutes of the  
Gurnee Park District Board of Commissioners  
December 19, 2017

President Goshorn called the regular meeting to order at 7:00 pm and led the Pledge of Allegiance. He asked for a roll call. Commissioners present: Libby Baker, Gerry Crews, Vicki Paddock, Michelle Klemz and Jim Goshorn. 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; and Melissa Greenthal, Operations Analyst. There were no visitors at the meeting.

A motion was made by Vicki Paddock to approve the minutes of the truth in taxation hearing and regular meeting of November 21, 2017. The motion was seconded by Michelle Klemz. Roll call vote taken. Ayes: Baker, Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: none. Motion carried.

A motion to approve the total bills and payroll in the amount of \$1,334,623.14 presented on December 19, 2017 was made by Michelle Klemz and seconded by Gerry Crews. Roll call vote taken. Ayes: Paddock, Baker, Crews, Klemz, and Goshorn. Nays: none. Absent: none. Motion carried.

The financial report and treasurer's report were reviewed.

The President opened the floor to visitors however there were no members of the public in attendance.

Department Directors reviewed their written reports with the Board.

Director of Parks and Planning Jeff Reinhard stated that a purchase order was completed to remove over 90 dead trees at Country Trails at a cost of \$14,000. The removal is as a result of the trees being dead and they are mostly ash trees. Commissioner Paddock asked what happens to the wood and Reinhard replied that the wood will be ground and used as wood chips throughout the parks. The air quality in the pool room at FitNation was discussed with Commissioner Klemz asking if there are customer complaints on the chlorine smell. Reinhard indicated there have been complaints and a consultant is hired to evaluate and provide recommendations.

Director of Recreation Scott Crowe discussed the fire incident in the Viking Park kitchen prior to the first seating of Breakfast with Santa. Beckie Korzyniewski, Scott Crowe, Commissioner Goshorn, Commissioner Baker and Commissioner Paddock along with other staff members and volunteers collaborated to provide service and alternate food options to the first seating. The first seating was offered a refund due to the last minute changes as a result of the incident. The Board commended the team for working together and making both seating a success. Scott mentioned that the Aquatic Center season passes are on sale now. A Pickleball tournament is scheduled for January 6, 2018; 7 of the 12 team openings have registered so far. Job fair on December 18<sup>th</sup> was a success with over 150 people in attendance. Gurnee Park District is getting an IPRA Exceptional Workplace Award. Scott sent in 4 nominations for the Gurnee Park District for the IPRA Community Service awards. Chelsi Todd the Volunteer Coordinator is leaving the park district as of January 3<sup>rd</sup>.

Director of Business Services Mike Szpylman had no updates at this time; his report items fall into the Action Items.

Director of Marketing and Community Relations Jennifer Gilbert presented her report. In addition she announced Katie Burgess has been promoted to Graphic Designer and Brand Specialist. One of Director Gilbert's goals for this year is to reorganize the Marketing department. A search will begin for a Marketing Assistant to help with the day to day tasks, images, and data entry. Commissioner Goshorn asked how many people are attending the Go Gurnee indoor walking. Director Crowe responded that the program just began and no reports have been created at this time. Other indoor walking locations are currently being looked into.

The Executive Director reviewed her report. The annual goals 6 month update has been provided to the board for review. Frosty Fest is January 13.

## ACTION ITEMS

A motion was made by Gerry Crews to approve Ordinance #17/18-5 abating taxes for the year 2017 to pay debt service on the \$6 million general obligation bonds series 2001 (alternate revenue source) issued to finance construction of the aquatic center. Motion seconded by Vicki Paddock. Roll call vote taken. Ayes: Baker, Crews, Klemz, Paddock and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to approve Ordinance #17/18-6 abating taxes for the year 2017 to pay debt service on the \$8.51 million general obligation bonds series 2013A (alternate revenue source) issued for the purchase and improvement of FitNation. Motion seconded by Libby Baker. Roll call vote taken. Ayes: Klemz, Paddock, Baker, Crews, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Michelle Klemz to approve Ordinance #17/18-7 abating taxes for the year 2017 to pay debt service on the \$1.99 million general obligation bonds series 2014A (alternate revenue source) issued for the rehabilitation of the FitNation facility. Motion seconded by Gerry Crews. Roll call vote taken. Ayes: Crews, Baker, Klemz, Paddock and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Gerry Crews to approve Ordinance #17/18-8 abating taxes for the year 2017 to pay debt service on the \$3.91 million general obligation bonds series 2015B (alternate revenue source) issued to refund 2005 debt certificates. Motion seconded by Libby Baker. Roll call vote taken. Ayes: Baker, Paddock, Crews, Klemz, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Libby Baker to approve the resolution 17/18-2 adopting a policy on sexual harassment for Gurnee Park District. Motion seconded by Michelle Klemz. Commissioner Baker asked if a policy was in place. Director Szpylman replied that an anti-harassment policy which included sexual harassment is in place; the resolution is a response to the new law requirements. Further trainings on sexual harassment and professionalism to come for all personnel; this is also part of the PDRMA training. Roll call vote taken. Ayes: Crews, Klemz, Baker, Paddock, and Goshorn. Nays: none. Absent: none. Motion carried.

Susie Kuruvilla thanked the Board on behalf of the staff for their support this past year.

A motion was made by Vicki Paddock to enter executive session at 7:50 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))

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

A motion was made by Libby Baker to return to open session at 8:16 pm. Motion seconded by Gerry Crews. On voice vote, all voted aye and the Board returned to open session.

A motion to adjourn was made by Libby Baker and seconded by Gerry Crews. On voice vote, all voted aye. The meeting adjourned at 8:16 pm.

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James G. Goshorn, President

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Michelle Klenz, Secretary