

**CHANNAHON PARK DISTRICT**  
**Minutes of the January 31, 2017 Regular Meeting of the Board of Commissioners**

CALL TO ORDER

The meeting was called to order by the President at 5:00 p.m. at the Park District offices. Roll call for attendance was taken.

COMMISSIONERS PRESENT: Babich, Lesniak, Clower, Caldwell, Lehman at 5:50 p.m.

COMMISSIONERS ABSENT: None

STAFF PRESENT: Szoke, Smith, Munkvold, Cole, Knutson, Fox, Brown, Vaira

GUESTS PRESENT: None

Everyone present at the meeting recited the Pledge of Allegiance.

APPROVAL OF MINUTES

The minutes of the December 19, 2016 Board Meeting and the Adjourned Board Meeting of January 5, 2017 presented for approval. Motion by Commissioner Caldwell, second by Commissioner Babich to approve the minutes of the December 19, 2016 Regular Meeting and the Adjourned Board Meeting of January 5, 2017 of the Channahon Park District Board of Commissioners. All Commissioners present voted aye; motion carried.

CORRESPONDENCE

The District received written acknowledgement of maintaining "Excellent-Level A" accreditation status from the Park District Risk Management Association.

PUBLIC COMMENT

None at this time.

COMMISSIONER'S REPORTS

Commissioner Babich and Commissioner Caldwell commented favorably on the high level of utilization Dimensions Fitness Center is receiving.

TREASURER'S REPORT

Staff reviewed the monthly Treasurer's Report and reviewed the outstanding bills presented for approval. Motion by Commissioner Babich second by Commissioner Caldwell to accept the monthly report and authorize payment of outstanding bills. Upon a roll call vote, the following Commissioners voted aye: Clower, Lesniak, Lehman, Caldwell and Babich. Motion carried 5-0. Executive Director Szoke noted the Bills included Educational Conference and Travel reimbursement based on a new law that took effect on January 1, 2017.

#### EXECUTIVE DIRECTOR'S REPORT

The Board received and overview of a proposed distribution center east of I-55 between US Rt. 6 and Bluff Road. The Village of Channahon has asked to appear at a future Board meeting to make a presentation on a proposed property rebate incentive for infrastructure work related to the property.

The Illinois General Assembly has proposed a packet of legislation in the senate with stipulations that all the proposed bills must be signed into law. One bill includes a two year property tax freeze.

#### STAFF REPORTS

Golf Course Manager Smith reviewed gift card sales through 2016, showing fewer gift cards sold but a significantly higher purchase value per card.

#### PEOPLE FOR CHANNAHON PARKS FOUNDATION

The Foundation Board has reviewed a new contract with Steve Pratapas of Pratapas and Associates to continue working on the Arroyo Trails Capital Campaign. A report on his assessment and recommendation was reviewed with the Board.

One new Capital Campaign initiatives is a golf outing at Heritage Bluffs with the expectation with a mid five figure revenue goal.

Foundation Trustee Jane Devine has informed the Board she will step down from her position as of March 1<sup>st</sup>.

#### OLD BUSINESS

Commissioners reviewed the Central Park OSLAD funded development costs and timeline. Staff are evaluating the programmatic effects of removing the sports field lighting to bring the total project costs in line with the grant total. Representatives from Hitchcock Design group will be at the February Board meeting with the Board.

All the regulatory agency permits for the Arroyo trails project have been received with the exception of the Village of Channahon. Representative of a tree service company are meeting with staff this week to review the scope of work on the site. No new information is available regarding the opening of a 2017-18 cycle for Open Space Land Acquisition Grant.

### NEW BUSINESS

Staff members reviewed with the Board the fiscal 2017 budget for approval tonight. Narratives of each fund were reviewed showing past accomplishments and 2017 planning. Commissioner's comments included the Exxon Mobil evaluation agreement, STEM programming, expansion of athletic field space and the golf club house. Field House gymnasium and Dimensions space. The effect of a potential minimum wage increase and increased competition among service providers in the community.

Board members reviewed financial revenues and expenditures on a fund by fund basis. Golf Operations Expenditures total \$1,597,437.00, Corporate Fund Expenditures \$1,086,006.00, Recreation Fund Expenditures \$2,309,561.00, Liability Insurance Fund Expenditures \$126,357.00, Joint Handicap Recreation Fund Expenditures \$83,700.00 and the Bond and Interest Expenditures \$2,431,811.00 for a total of \$7,634,872.00 proposed for 2017. Overall operating budget expenditures are less than a 1% increase from the 2016 budget. All Fund year end net amounts have revenues exceeding expenditures. Motion by Commissioner Lesniak second by Commissioner Caldwell to approve the 2017 Fiscal year Budget as presented. Upon a roll call vote, the following Commissioners voted aye: Clower, Lesniak, Lehman, Caldwell and Babich. Motion carried 5-0.

Motion by Commissioner Caldwell second by Commissioner Babich to change the dates of the following Regularly scheduled Park District Board Meetings; to February 21 from February 27; to March 28 from March 27; to April 25 from April 24. Upon a roll call vote, the following Commissioners voted aye: Clower, Lesniak, Lehman, Caldwell and Babich. Motion carried 5-0. The Board meeting time will remain at 5:00 p.m. and the location at the Park District Offices.

### ADJOURN TO CLOSED SESSION

Motion by Commissioner Caldwell, second by Commissioner Lesniak to adjourn into close session at 7:05 p.m. for the following topics: 5 ILCS 120/2(c)(11) Pending or Imminent Litigation; 5 ILCS 120/2(c)(1) Appointment, employment, compensation, discipline, performance or dismissal of specific employees; 5 ILCS 120/2(c)(2) Deliberations concerning salary schedules for one or more classes of employees.

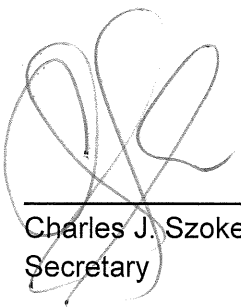
RECONVENE TO OPEN SESSION

The Board reconvened to open session at 7:52 pm.

Motion by Commission Lehman, second by Commissioner Lesniak to approve a salary raise pool in the amount of \$40,000 to be used by the Executive Director for full time Staff Member compensation changes other than Executive Director for FY 2017. Upon a roll call vote, the following Commissioners voted aye: Clower, Lesniak, Lehman, Caldwell and Babich. Motion carried 5-0.

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Lehman, second by Commissioner Lesniak to adjourn the meeting at 7:56 p.m. All ayes, motion carried.



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Charles J. Szoke  
Secretary