

CHANNAHON PARK DISTRICT
Minutes of the September 25, 2017 Regular Meeting of the Board of Commissioners

PUBLIC HEARING

The Vice President opened a Public Hearing at 4:30 p.m. The Treasurer reviewed the intent of the Board of Park Commissioners for authority to sell \$2,200,000 General Obligation Limited Tax Bonds over a three year period to provide the revenue source for payment of certain outstanding obligations of the District, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting the same and the existing land and facilities of the District and for payment of the expenses incident thereto. No Board members had any comments or questions concerning the hearing. No testimony was received from any member of the public and no one was present at the meeting to present testimony.

Motion by Commissioner Lehman, second by Commissioner Geldean to close the Public Hearing at 4:37 p.m. All Commissioners present voted aye; motion carried.

CALL TO ORDER

The meeting was called to order by the Vice President at 4:37 p.m. at the Park District offices. Roll call for attendance was taken.

COMMISSIONERS PRESENT: Geldean, Clower, Caldwell, Lehman

COMMISSIONERS ABSENT: Babich

STAFF PRESENT: Knutson, Munkvold, Smith and Cherbak

GUESTS PRESENT: None

Everyone present at the meeting recited the Pledge of Allegiance.

APPROVAL OF MINUTES

The minutes of the August 28, 2017 Regular Board Meeting were presented for approval. Motion by Commissioner Clower, second by Commissioner Geldean to approve the minutes of the August 28, 2017 Regular Board Meeting of the Channahon Park District Board of Commissioners. All Commissioners present voted aye; motion carried.

CORRESPONDENCE

None at this time.

PUBLIC COMMENT

None at this time.

COMMISSIONER'S REPORTS

Commissioner Lehman commented favorably on how much the Park District is involved in the community i.e. the Three Rivers Festival and the recent Circus event.

TREASURER'S REPORT

The Board was advised that the monthly dashboard report now separately identifies property tax revenues within overall revenue sources.

Staff reviewed the monthly Treasurer's Report and reviewed the outstanding bills presented for approval. Motion by Commissioner Lehman second by Commissioner Clower to accept the monthly report and authorize payment of outstanding bills. Upon a roll call vote, the following Commissioners voted aye: Lehman, Geldean, Clower, Caldwell; the following Commissioner was absent: Babich. Motion carried 4-0 with one absence.

Park Planning and Natural Resource Manager Cherbak reviewed the Central Park Project payout #1 with a status update. Motion by Commissioner Clower, second by Commissioner Geldean to approve payment to Frank Burla and Association for payout #1 in the Central Park Project in the amount of \$48,782.47. Upon a roll call vote, the following Commissioners voted aye: Lehman, Geldean, Clower, Caldwell; the following Commissioner was absent: Babich. Motion carried 4-0 with one absence.

EXECUTIVE DIRECTOR'S REPORT

Superintendent of Finance Munkvold reviewed the Executive Director's report. The Board was advised of changes made by the Village of Channahon in regards to park site contribution fees, a change in how the process was handled in the past.

The Board was next advised of a legislative change requiring volunteers who work with programs involving children. PA 100-461 now requires volunteers to check a box on the volunteer application if they are convicted of a sex offense.

The Three Rivers Festival was reviewed with the Board as very successful year with profits of \$12,000 to the shareholders. The Festival Board has chosen to save a little in reserve while noting the 30th year of the event in 2018 will mark over \$1 million in fest net proceeds in community contributions.

STAFF REPORTS

Golf Manager/Head Golf Pro Smith spoke to how group outings are down but he and staff will be reviewing various outing packages.

Commissioner Caldwell inquired about lighting up the Driving range in evenings and the cost benefit of such.

Commissioner Lehman suggested a recognition resolution for retiring staff member Larry Duffy

Superintendent of Facilities and Recreation Knutson reported the aquatic center numbers were down due to a mild weather 2017 summer.

PEOPLE FOR CHANNAHON PARKS FOUNDATION

Commissioner Lehman reported to the Board the award of Exelon Generation grant for a three year contribution of \$50,000 per year.

Commissioner Lehman also reminded Board member of the Ryder Cup Style Golf Outing on October 5th and the Upcoming Third Annual Putts & Suds outing scheduled for February 24, 2018.

OLD BUSINESS

Cherbak reviewed status of Central Park project.

NEW BUSINESS

Cherbak reviewed with the Board the proposed changes to the Henneberry Park playground to make access accessible. The original budget number will be exceed to complete the project due to a change in contractors. The project has yet to bid on and is a not to exceed number of \$7,000. Motion by Commissioner Clower, second by Commissioner Lehman to approve the project with a not to exceed \$7,000. Upon a roll call vote, the following Commissioners voted

aye: Lehman, Geldean, Clower, Caldwell; the following Commissioner was absent: Babich. Motion carried 4-0 with one absence.

Next the Board reviewed policy changes to the Board of Commissioner Policies & Procedure Manual.

Motion by Commissioner Geldean Second by Commissioner Clower to approve Section 2.1 Board Organization without any changes to policy. Upon a roll call vote, the following Commissioners voted aye: Lehman, Geldean, Clower, Caldwell; the following Commissioner was absent: Babich. Motion carried 4-0 with one absence.

Motion by Commissioner Geldean Second by Commissioner Clower to approve Section 2.2 Primary Functions/Powers of the Board of Commissioners without any changes to policy. Upon a roll call vote, the following Commissioners voted aye: Lehman, Geldean, Clower, Caldwell; the following Commissioner was absent: Babich. Motion carried 4-0 with one absence.

Motion by Commissioner Geldean Second by Commissioner Clower to approve Section 2.3 General Conduct of the Board without any changes to policy. Upon a roll call vote, the following Commissioners voted aye: Lehman, Geldean, Clower, Caldwell; the following Commissioner was absent: Babich. Motion carried 4-0 with one absence.

Motion by Commissioner Geldean Second by Commissioner Clower to approve Section 2.4 New Board Member Orientation with proposed changes. Upon a roll call vote, the following Commissioners voted aye: Lehman, Geldean, Clower, Caldwell; the following Commissioner was absent: Babich. Motion carried 4-0 with one absence.

Motion by Commissioner Geldean Second by Commissioner Clower to approve Section 2.5 Prospective New Board Members Policy without any changes to policy. Upon a roll call vote, the following Commissioners voted aye: Lehman, Geldean, Clower, Caldwell; the following Commissioner was absent: Babich. Motion carried 4-0 with one absence.

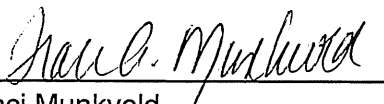
Motion by Commissioner Geldean Second by Commissioner Clower to approve Section 2.6 Role of the Board, Executive Director and Staff without any changes to policy. Upon a roll call vote, the following Commissioners voted aye: Lehman, Geldean, Clower, Caldwell; the following Commissioner was absent: Babich. Motion carried 4-0 with one absence.

Motion by Commissioner Geldean Second by Commissioner Clower to approve Section 2.7 Delineation of Governance Responsibilities Policy without any changes to policy. Upon a roll call vote, the following Commissioners voted aye: Lehman, Geldean, Clower, Caldwell; the following Commissioner was absent: Babich. Motion carried 4-0 with one absence.

Motion by Commissioner Geldean Second by Commissioner Clower to approve Section 2.8 Succession Plan and Procedure with proposed changes and correction to Commissioner Lehman term date. Upon a roll call vote, the following Commissioners voted aye: Lehman, Geldean, Clower, Caldwell; the following Commissioner was absent: Babich. Motion carried 4-0 with one absence.

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Clower , second by Commissioner Geldean to adjourn the meeting at 5:16 p.m. All ayes, motion carried.



Traci Munkvold
Acting Secretary