

CHANNAHON PARK DISTRICT
Minutes of the January 28, 2019 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: Geldean, Lehman, Clower, Babich

COMMISSIONERS ABSENT: Caldwell

STAFF PRESENT: Szoke, Leonard, Knutson, Munkvold, Smith, Fox, Cherbak

GUESTS PRESENT: Donna Szoke

Everyone present at the meeting recited the Pledge of Allegiance.

APPROVAL OF MINUTES

The minutes of the December 17, 2018 Regular Board Meeting were presented for approval. Motion by Commissioner Clower, second by Commissioner Geldean to approve the minutes of the Regular Board Meeting for December 17, 2018. All Commissioners present voted aye; motion carried.

CORRESPONDENCE

None at this time.

PUBLIC COMMENT

Mrs. Donna Szoke thanked the Board support shown for the Szoke family and community.

COMMISSIONER'S REPORTS

Commissioner Lehman recognized the Robert Artz Lifetime achievement award that Director Szoke received at the IAPD/IPRA Conference on January 25th, 2019

TREASURER'S REPORT

Staff presented the monthly Treasurer's Report and reviewed the outstanding bills, including travel and conference expenditures 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: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence. Staff noted that the year-end cash balance was \$335,437 compared to \$49,264 the prior year.

EXECUTIVE DIRECTOR'S REPORT

Director Leonard handed out initial director goals for the upcoming year and requested commissioner reviewed and make comment in the coming months. Also invited each commissioner to meet with him one on one.

He also reported that staff travel down to Springfield for the OSALD grant presentation for Phase III of Arroyo trails.

Szoke commented on Leonard's first 10 days on the job with excellent questions and forward planning.

Commissioner Caldwell and Clower will be on the Ballet at the April 2nd consolidated election in that order

STAFF REPORTS

Superintendent of Golf Operations Smith reviewed holiday gift card sales compared to the prior year's sales.

PEOPLE FOR CHANNAHON PARKS FOUNDATION

The February 23rd Putts and Suds event has sold out with 480 participants.

OLD BUSINESS

Szoke circulated 2018 District wide goal accomplishments and invited Commissioner to use the information to begin to formulate ideas for 2019 Districtwide Goals.

Motion by Commissioner Geldean second by Commissioner Clower to ratify the phone poll to approve the UHC increase to staff health insurance premiums. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence.

NEW BUSINESS

Motion by Commissioner Lehman second by Commissioner Clower to appoint Michael Leonard to the Board Secretary. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence.

Motion by Commissioner Geldean second by Commissioner Lehman to appoint Michael Leonard as the FOIA Officer and Open Meeting Act Designee. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence.

Motion by Commissioner Lehman second by Commissioner Geldean to appoint Michael Leonard as the Local Election Official. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence

Motion by Commissioner Clower second by Commissioner Galdean to appoint Michael Leonard as the People for Channahon Park Liaison. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence

Motion by Commissioner Clower second by Commissioner Geldean to appoint Michael Leonard as the ADA Official for the Park District. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence.

Motion by Commissioner Clower second by Commissioner Lehman to appoint Kristin Knutson as the PDRMA membership assemble and property/casualty counsel representative. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence.

Motion by Commissioner Clower second by Commissioner Lehman to approve Michael Leonard as the signatory for banking of the Park District. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence.

Motion by Commissioner Clower, second by Commissioner Lehman to approve the Ordinance #366 authorizing issuance of a tax anticipation warrant to mature September 15, 2019 from Busey bank with and interest rate of 2.49%. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence.

Motion by Commissioner Geldean, second by Commissioner Clower approve ordinance #365 for surplus authorizing the disposal of a semi-trailer purchase by Three Rivers Festival. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence.

Smith reviewed Proposed 2019 Golf Operations Fund budget with the Board. The budget projects 2210 rounds of paid golf for 2019; shows golf play revenues of \$1,262,416 and projected year end golf play net of \$17,331. Smith recommended a June 1 date by which spring revenue and expenditures would be examined and if not tracking on budget levels expenditures would be assessed. The food and beverage portion of the budget shows of deficit of \$27,550, but Smith noted that budget work on food and beverage has not been adjusted to incorporate several changes to be discussed with staff and Board committee. After discussion Motion by Commissioner Clower, second by Commissioner Geldean to approve the golf budget as presented. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence.

Staff presented the 2019 Capital Projects budget. The fund contains a beginning fund balance \$645,220 total budgeted revenues result in \$2,726,990 being available. Budget and expenditures \$2,663,326, for a projected year fund balance of \$63,665. Staff reviewed significant purchase and projects across the proposed budget. Motion by Commissioner Lehman, second by Commissioner Geldean to approve the FY 2019 Capital Project budget at presented. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence.

Park Planning & Natural Resource Manager Cherbak presented a proposal for garden wall detail at the planting bed in Central Park main playground. The wall will match the retaining wall and the sensory garden plaza. Motion by Commissioner Clower second by Commissioner Geldean to enter into contract with Edgebrook Services LTD in the \$6,371 to construct to garden retaining wall as recommended. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence. The quote was the lowest of three received.

Staff presented a proposed agreement between the Channahon and Joliet Park District for Special recreation of Joliet and Channahon. The agreement updates the original agreement and provides for a first ever advisory board and an annual payment to Joliet as the administrative District. Motion by Commissioner Lehman, second Commissioner Clower approve proposed agreement as presented. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence

Leonard and Szoke have meet with Channahon School District 17 regarding an update to the intergovernmental agreement between the agencies for grounds maintenance by the park district to the school district.

ADJOURN TO CLOSED SESSION

Motion by Commissioner Geldean second by Commissioner Lehman to adjourn to Closed Session at 6:43 for 5 ILCS 120/1(c)(5) Purchase or lease of real estate for the public body and 5 ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body. 5 ILCS 120/1 (c) (12) Semi-Annual Review of Closed Session Meeting Minutes Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich; not present to vote: Caldwell. Motion carried 4-0 with one absence.

RECONVENE TO OPEN SESSION

The Board reconvened to Open Session at 7:09p.m.

ACTION FROM CLOSED SESSION

Motion by Commissioner Geldean, second by Commissioner Lehman to release closed session meeting minutes from 2004 through November 2018 encompassing 22 meetings. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich not present to vote: Caldwell. Motion carried 4-0 with one absence.

Motion by Commissioner Lehman second commissioner Clower to approve a fiscal year 2019 full time staff salary raise pool of 2.5% not including the executive director. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich not present to vote: Caldwell. Motion carried 4-0 with one absence.

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Geldean, second by Commissioner Clower to adjourn the meeting at 7:11 p.m. All ayes, motion carried.



Michael J. Leonard
Secretary