

CHANNAHON PARK DISTRICT

Minutes of the August 26, 2019 Regular Meeting of the Board of Commissioners

CALL TO ORDER

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

COMMISSIONERS PRESENT: Geldean, Caldwell, Clower, Babich

COMMISSIONERS ABSENT: Lehman

STAFF PRESENT: Leonard, Knutson, Munkvold, Smith, Fox, Zalewski

GUESTS PRESENT: Dannielle Wilson from DW Consulting

Everyone present at the meeting recited the Pledge of Allegiance.

PUBLIC COMMENT

Nothing to Report

APPROVAL OF MINUTES

The minutes of the July 22, 2019 Regular Board Meeting were presented for approval. Motion by Commissioner Geldean, second by Commissioner Clower to approve the minutes of the Regular Board Meeting for May 20, 2019. All Commissioners present voted aye; Lehman absent motion carried.

CORRESPONDENCE

Director Leonard reported that Northern Will County SRA sent a thank you for the gift of a round of Golf for their outing.

Leonard also announced that on Wednesday the Canal Corridor Association's I&M Canal Bike Share Ribbon Cutting at Skateland.

COMMISSIONER'S REPORTS

Commissioner Caldwell reported that he attended the Golf Outing for the Foundation. Stating the Course looked great and that there was a great turn out.

TREASURER'S REPORT

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

EXECUTIVE DIRECTOR'S REPORT

Executive Director Leonard announced that we receive one Bid for Phase 1 of Arroyo Trails. We also need to place "No Bikes" signs at the openings of the trail. For the second Phase he would like to have the Bid for December hoping for better pricing.

On Saturday, September 14 the Rotary will be holding their annual Oktoberfest at Dollinger Farms if any Board Members are interested please let him know.

Dannielle Wilson, DW Consulting presented the results of Golf PAR Plan. This was a five months of complying data from Golf Staff, employees, golfers, and focus groups. The Final Adoption will be finished in September for the Board Members to vote on the Plan. The plan will take about 3 years to execute doing changes in phases and some may take a bit longer than that. Mike would still like to meet once a month with staff to keep the process going in the right direction.

STAFF REPORTS

Superintendent of Golf Operations Smith presented that the USGA used the course and received compliments for the grounds. Leonard commented that they have been doing a great job.

Park Grounds & Facility Maintenance Manager Fox stated that Three Rivers Fest is over for the season. The pool will be drained the week of Labor Day and hopefully at that time he will review long term/Capital needs. He foresees 1 pump for next year and a new heater.

Superintendent of Recreation & Facilities Knutson states that the summer is wrapping up with the pool closing on Monday, September 2, and the numbers are looking good for the season. Day Camp is finished. Preschool registration numbers are moving up.

Lastly the main floor at ACC has been completed.

Leonard made mention that some anticipated ideas for the referendum are add a new Gym to the Field House, a new building, and rehab of Skateland.

PEOPLE FOR CHANNAHON PARKS FOUNDATION

Superintendent of Finance & Human Resources states the Golf Outing possibly could profit \$10,000 to 15,000, we are still waiting on a few bills. They are also looking to add another fundraiser to make it a total of 3 fundraisers a year.

OLD BUSINESS

Munkvold presented the changes to Tuition Reimbursement Policy as follows A=100%, B=80%, C=50% other grades will not be reimbursed. Limiting 2 years of education which should help someone complete an Associates, Bachelor, or Master's Degree. Reimbursement will not be greater than Governors State University. Motion by Commissioner Babich second by Commissioner Clower to approve the changes to the Tuition Reimbursement Policy Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich; Lehman absent. Motion carried 4-0 with one absence.

NEW BUSINESS

Leonard would like to adopt a Compensation Policy along with Part Time Staff Policies they will be in September for approval.

Leonard presented Out-lot K in Hunters' Crossing that the Park District has mowed but never turned the deed over to us. We have Henneberry Park which is down the street from this Land Locked property and no park will ever be built there. We did stop mowing the property back in July and the Association is asking us to continue to mow this property at our cost. We will continue to maintain the gazebo that is in place there. Motion by Commissioner Geldean second by Commissioner Babich to not except the mowing responsibility but maintain the maintenance on the gazebo. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich; Lehman absent. Motion carried 4-0 with one absence.

Leonard presented the Channahon School District 17 Property Maintenance year to date total of \$312,758.54 which dates back to 2003 we owed the school \$301,000 for our portion of the Field House. There are two options, Option 1 Turn Mowing, Lawncare, and snow removal over to the school. Option 2 is to continue to do what we are doing but charge the school for our services at a commercial rate. Commissioner Caldwell suggests we take Option 1 to turn it over to the school but finish this mowing season for 2019 and complete the snow removal for this upcoming season. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich; Lehman absent. Motion carried 4-0 with one absence.

Leonard would like to make the following changes as of January 1 for employees using the Golf Course. Full Timers and Commissioners Families will be free. Golf Part Timers will have to pay \$6 and Part Time Employees outside of Golf will pay \$12. ProShop Merchandise will be wholesale plus 20%. Food & Beverage will have a 20% discount but NO Alcohol discounts. Motion by Commissioner Clower second by Commissioner Babich to amend the changes to the benefits for employee use at the Golf Course. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich; Lehman absent. Motion carried 4-0 with one absence.

Leonard states the Pay Application #2 - Arroyo Trails for D Construction for Asphalt is a 2-year warranty on asphalt. This will close out the RTP Grant and we will have a walk through inspection. Motion by Commissioner Geldean second by Commissioner Clower to pay the second payment to D Construction for their completed job. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich; Lehman absent. Motion carried 4-0 with one absence.

Leonard asks for the Pay Application #2 & #3 - Sengo Adventure Garden to George's Landscaping LLC. Payment #2 is \$71,884.24 and #3 is for \$63,864.12 this is completed work for Sengo Adventure Garden. Motion by Commissioner Clower second by Commissioner Babich to pay George's Landscaping LLC for work completed in two installments of \$71,884.24 and \$63,864.12 Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich; Lehman absent. Motion carried 4-0 with one absence.

Leonard presented that the Award Bid for Arroyo Trails - OSLAD Phase 1 is George's Landscaping LLC. Hoping that this Phase will be completed in November. Motion by Commissioner Geldean second by Commissioner Clower to accept George's Landscaping OSLAD Phase 1 for Arroyo Trails. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Babich; Lehman absent. Motion carried 4-0 with one absence.

Leonard stated we will have a Pickle Board Court Striped soon in the park.

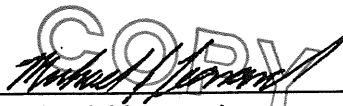
Commissioner Caldwell suggested that we strip Skateland for at least 3 courts and possibly come up with tournaments along with rent out the space for games/practice. This is the fastest growing sport right now.

ADJOURN TO CLOSED SESSION

No Close Session

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Clower, second by Commissioner Babich to adjourn the meeting at 6:14 p.m. All ayes, motion carried.



Michael J Leonard
Secretary