

**CHANNAHON PARK DISTRICT**  
**Minutes of the June 24, 2019 Regular Meeting of the Board of Commissioners**

CALL TO ORDER

The meeting was called to order by Commissioner Caldwell at 4:58 p.m. at the Park District offices. Roll call for attendance was taken.

COMMISSIONERS PRESENT:        Geldean, Caldwell, Clower, Lehman, Babich

COMMISSIONERS ABSENT:        None

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

GUESTS PRESENT:                Joe Martin, Brian Zabel & Associates

Everyone present at the meeting recited the Pledge of Allegiance.

PUBLIC COMMENT

Nothing to Report

APPROVAL OF MINUTES

The minutes of the May 20, 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; motion carried.

CORRESPONDENCE

Nothing to Report

COMMISSIONER'S REPORTS

Nothing to report.

TREASURER'S REPORT

Staff presented the monthly Treasurer's Report and reviewed the outstanding bills. Motion by Commissioner Clower second by Commissioner Lehman to accept the monthly report and authorize payment of outstanding bills. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower; Lehman, Babich. Motion carried 5-0 with no absence.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Leonard announced that we will be going out to Bid for Phase 1 of Arroyo Trails. The rain has pushed back the removal of trees by Homer. On the West side of the trail near Bell Road there is erosion of the creek bed from all of the rain. Will be getting prices from both Hamilton and Hitchcock which could cost anywhere from \$3,500 to \$7,500.

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Golf Par Plan is coming along well.

Strategic Plan is scheduled for August 5 & 6 they would like to meet one on one with the Board Members.

Compensation Benchmark is scheduled for the second week of July and need to go into Executive Meeting.

Leonard would like to keep Daryl Cole as Part Time. Hoping he stays as long as he can. He has done a great job jumping back into his old role.

IAPD Classic is coming up and we would like to put a foursome together.

STAFF REPORTS

Superintendent of Finance & Human Resources Munkvold presented to the Board three out of the four Staff Appreciation items given to the staff. Leonard acknowledged Munkvold to for the team building and working together as a staff.

Superintendent of Golf Operations Smith stated we have been up on golf round because of Golf Moose. They have already sold out so therefore we have signed up again for more rounds. Golf Moose sells in Costco so when Joliet comes in he would like to see us as the main Golf Course Advertised.

Jr Golf is down a bit but all the other divisions are up.

Grille Room for the month is up about \$3,000.

PEOPLE FOR CHANNAHON PARKS FOUNDATION

Commissioner Lehman stated the Foundation Board is looking forward to do some Team Building with the Park District Board.

OLD BUSINESS

None

NEW BUSINESS

Joe Martin came to present the 2018 audit from Brian Zabel & Associates, PC. Motion by Commissioner Babich second by Commissioner Geldean to approve the 2018 Audit from Brian Zabel & Associates, PC Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower; Lehman, Babich. Motion carried 5-0 with no absence.

Munkvold presented the Board Policy and Procedures Review Binder. Motion by Commissioner Babich second by Commissioner Clower to approve the completed Board Policy and Procedure Binder Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower; Lehman, Babich. Motion carried 5-0 with no absence.

Munkvold presented to make changes to the Tuition Reimbursement Policy. They would like to make the changes to put this in the appropriate budgets and get Directors pre approval. Commission Caldwell suggested that there be a clause in this policy stating if they leave before a year they must Reimburse at 100%. We will bring this back in July with some changes.

Smith would like to start some of the Par Plan ideas and put them into place. Such as in July every Friday give even Minooka Residents the chance to play at Resident Rates. Hoping this will bring in more golfers. Commissioner Caldwell suggested that we off this to ALL Non Residents. Maybe even offering a punch pass to purchase to play at Resident Rates. This will only start off as a Pilot Program. Motion by Commissioner Clower second by Commissioner Babich to have every Friday in July Resident Rates as a Pilot Program Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Lehman; Babich. Motion carried 5-0 with no absence.

Leonard presented that we would recommend the purchase of the engineered wood fiber from Cedar Valley Express Blower in the amount of \$30.00 per cubic yard. Motion by Commissioner Babich second by Commissioner Clower to purchase of the engineered wood fiber from Cedar Valley Express Blower in the amount of \$30.00 per cubic yard Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Clower, Lehman; Babich. Motion carried 5-0 with no absence.

ADJOURN TO CLOSED SESSION

No Close Session

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ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Clower, second by Commissioner Lehman to adjourn the meeting at 5:52 p.m. All ayes, motion carried.

A handwritten signature in cursive script, appearing to read "Michael J Leonard", is written over a horizontal line. The word "COPY" is printed in large, semi-transparent, outlined letters across the signature.

Michael J Leonard  
Secretary