

CHANNAHON PARK DISTRICT

Minutes of the June 22, 2020 Regular Meeting of the Board of Commissioners

CALL TO ORDER

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

COMMISSIONERS PRESENT: Babich, Geldean, Clower, Lehman, Caldwell at 5:50 pm

COMMISSIONERS ABSENT: None

STAFF PRESENT: Leonard, Knutson, Munkvold, Huber, Mensik, Zalewski

GUESTS PRESENT: Tim Gavin, Lauterbach & Amen

PUBLIC COMMENT

No Public Comment

APPROVAL OF MINUTES

The minutes of the May 18, 2020, Regular Board Meeting were presented for approval. This meeting was YouTube Live. Motion by Commissioner Babich second by Commissioner Clower to approve the minutes of the Regular Board Meeting for May 18, 2020. All Commissioners present voted aye; motion carried. Commissioner Caldwell not present.

CORRESPONDENCE

Nothing to report.

COMMISSIONER'S REPORTS

Commissioner Lehman commented favorable at the amount of cars at Heritage Bluff Golf Club.

TREASURER'S REPORT

Superintendent of Finance & Human Resources Munkvold reported on the District's current financial status. Munkvold noted that the revenues were down due to COVID but Golf was doing well. The District started receiving 2019 property tax revenues from Will County and expects to see Grundy County in July.

Munkvold presented the monthly Treasurer's Report and reviewed the outstanding bills. Motion by Commissioner Babich 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: Babich, Geldean, Lehman, Clower. Motion carried 4-0 with Caldwell absent.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Leonard reported to Board the status of the Strategic Plan, and asked for the Boards input for final approval at the July Board meeting.

Leonard updated the Board on Phase 4 of opening Day Camp, Fitness Centers, and the possibility of opening the Playgrounds.

Leonard asked for attendance from the Board for an update to the Par Plan and Capital planning at Heritage Bluffs.

The District was notified that Three Rivers Fest is cancelled for this year 2020.

Leonard invited the Board to walk Arroyo Trails after the meeting to highlight changes being made to the playground and storm damage.

Leonard has a meeting scheduled with the School District, Village and District to start working on the division of property that Heritage Crossing Field House is on.

STAFF REPORTS

Director of Golf Operations Huber reported to the Board that Revenues are up and the patrons are reporting favorable conditions on the course. Father's day had an almost record breaking day of 263 golfers. Seniors have been playing more in the morning weekdays, the course has seemed to pick up from twilight play compared to the years past.

Huber commented favorable on the Grille Rooms revenue compared to last year, he credits the Beverage Carts using a better route to serve our patron and an increase in Beer pricing. The Grille is catering to the Golfer rather than public for the restaurant, and has no plans to change the model for the 2020 golf season.

Superintendent of Recreation and Facilities Knutson reported programing has started with Dodgeball and Group Fitness. The Field House hours will be reduced when opening up we will need additional staff in the Fitness Center for cleaning which will increase some cost.

July 6 Day Camp will be starting all kids must be kept full time NO walk ins or drop offs as in years past and training has started for the counselors.

Soccer is to start in July and then Flag Football.

Communications & Marketing Manager Mensik is doing a fabulous job in keeping everyone informed.

Leonard is tracking costs due to COVID if there is any type of relief bill for Government Agencies.

Communications & Marketing Manager Mensik is relaunching Summer Program Guide 2.0. We are looking for a new flip book service for us on line program guide.

Mensik reported Communication & Marketing Coordinator Anderson has been doing a terrific job keeping in touch with the customers and staff about new Guidelines.

Golf360 came out to shoot video last Thursday about the Golf Course.

PEOPLE FOR CHANNAHON PARKS FOUNDATION

Commissioner Lehman stated that the Golf Classic has been cancelled because of not knowing what we will be doing with COVID. They would like to have a fundraiser raffle at the Golf Course to help the Foundation.

Dr. Greenwald, Development Assistant Bullard and Commissioner Caldwell will set a date to meet to hopefully encourage him to donate the land to Will County Forest Preserver August 28, awaiting the Committees decision in lieu of COVID.

OLD BUSINESS

Nothing to Report

NEW BUSINESS

Leonard presented Ordinance authorizing the issuance of General Obligation Park Bonds in an aggregate principal amount not to exceed \$11,000,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, to refund certain outstanding alternate bonds to pay the expenses. This is a refinancing of our outstanding debt will not affect property tax rates, and will allow us to work on some capital project to be determined after the refinancing is complete.

Motion by Commissioner Lehman second by Commissioner Babich for the Ordinance authorizing the issuance of General Obligation Park Bonds Ordinance # 373. Upon a roll call vote, the following Commissioners voted aye: Babich, Geldean, Lehman and Clower. Motion carried 4-0 with Caldwell absence.

Tim Gavin from Lauterbach & Amen discussed with the Board the FY 2019 Comprehensive Annual Financial report. The auditor reviewed the findings with changes recommended for 2020. Motion by Commissioner Babich, second by Commissioner Clower to approve the FY 2019 Comprehensive annual financial report and place on file at the District offices. Upon a roll call vote, the following Commissioners voted aye: Babich, Geldean, Lehman and Clower. Motion carried 4-0 with Caldwell absence.

Leonard presented the Pay Application #2 Phase 1 and #1 Phase 2 for work completed at Arroyo Trails to Georges Landscaping LLC. The total of the amount is \$125,266.15 to George's Landscaping. Motion by Commissioner Lehman second by Commissioner Geldean to approve payment in the amount of \$125,266.15 to George's Landscaping LLC. Upon a roll call vote, the following Commissioners voted aye: Caldwell, Babich, Geldean, Lehman and Clower. Motion carried 5-0 with no absence.

Munkvold presented a five-year agreement between Three Rivers Festival Foundation and the District. The District prepared the agreement with input by the Foundation and was agreed on the Foundations March meeting. The Foundation agreed to donate \$3,000 a year to our George McCoy Scholarship program for services rendered by the District during the event. Motion by Commissioner Geldean second by Commissioner Clower to except the agreement between Three Rivers Foundation and the Channahon Park District. Upon a roll call vote, the following Commissioners voted aye: Caldwell, Babich, Geldean, Lehman and Clower. Motion carried 5-0 with no absence.

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Geldean, second by Commissioner Clower adjourn the meeting at 6:12 p.m. All ayes, motion carried.



Michael J Leonard
Secretary