

CHANNAHON PARK DISTRICT

Minutes of the November 30, 2020 Regular Meeting of the Board of Commissioners

CALL TO ORDER

The meeting was called to order by President at 5:01 p.m. Held Vertical and Park District Offices. Roll call for attendance was taken.

COMMISSIONERS PRESENT: Geldean, Clower, Lehman, Babich Caldwell

COMMISSIONERS ABSENT: None

STAFF PRESENT: Leonard, Munkvold, Knutson, Huber, Mensik, Fox, McCluskey

GUESTS PRESENT: Doug Rink, Calvin Rink and James O'Malley

Everyone present at the meeting recited the Pledge of Allegiance

APPROVAL OF MINUTES

The minutes of the October 26, 2020, 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 October 26, 2020. All Commissioners present voted aye; motion carried.

CORRESPONDENCE

Executive Director Leonard read a notice from IPRA/IAPD congratulating the District in Distinguished Accreditation Status for 2021.

PUBLIC COMMENT

Nothing to report.

COMMISSIONER'S REPORTS

Commissioner Lehman congratulated the staff on achieving Distinguished Accreditation thru IAPR/IAPD. Commissioner Caldwell seconded the congratulations to the staff.

TREASURER'S REPORT

Superintendent of Finance & Human Resources Munkvold reported on the District's current financial position.

Munkvold 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, Lehman, Clower, Babich, Caldwell, Motion carried 5-0.

EXECUTIVE DIRECTOR'S REPORT

Leonard briefed the Board on the upcoming TIF meetings for Aux Sable Liquid Products and the I-55 interchange at Bluff is scheduled to happen this week

The IPRA/IAPD State conference will be held virtual this January and if any Board members would like to attend let Leonard know, Commissioner Caldwell and Commissioner Lehman are required to attend the Annual Business meeting.

The FY 2021 Budget will be presented to the Board at the December meeting.

The SRJC meeting for a SRA will be discussed at a Board retreat to be scheduled in January

The Arroyo trails park project is complete, with the exceptions of the board walk, bathrooms, and pavilion. The District expects to complete the board walk in 2021.

Reminder of the Park District Elections petitions are due December 14-21st at the Park District office.

The District went into COVID 19 remediations and staff are working remotely.

The Heritage Bluff project will be presented tonight by Jim O'Malley of Williams Architect, Doug, and Calvin Rink from Corporate Construction.

Leonard led a discussion of the Board retreat, Commissioner Caldwell asked for an agenda and dates for a January meeting. Second thru fourth Saturday in January, topics would be SRA agreement, Arroyo Trails, Townhome and Capital prioritization.

STAFF REPORTS

Communication and Marketing Manager Mensik reported the status of the Winter/Spring the program and service guide which will be virtual due programs changing in the three weeks it would take to print. There we be marketing going out in January with the We Impact lives and 50th Anniversary.

The 50th Anniversary planning is underway, a change to the logo, keeping the tree, is being explored, an application was submitted to the Szoke grant for a Time Capsule, specials thru out the year, recognitions incorporated in events and facilities, using mission statement of Bringing people back together, looking for old photos of the District and events.

Black Friday deals are only gift cards this year due to facilities possibly being shut down.

Abbie continues to do a great job with social media. Dimensions Fitness Center now has its own Facebook page, and the team has been creating and collecting videos to send out if we shut down, like Preschool teachers reading books and activities

Superintendent of Recreation and Facilities Knutson updated the Board on the recreation programs that were ceased, the fitness center reservation system, lining the Gym for Pickleball courts and the Turkey hunt success with 1200 people using the program.

Munkvold update the Board on the COVID grants and the status of approval.

Director of Golf Huber updated the Board on November numbers; 2,200 round compared to last year 260 rounds. \$84,659 2020 revenue compared to \$9,589 2019 the weather is holding compared to last year. Bottom line to date is a \$400,000 swing from 2019. Marketing continues to make great strides.

Park Grounds and Facility Maintenance Manger Fox reported that grass was cut thru to Thanksgiving. Arroyo trails was cleaned up, summer staff made the changes from summer equipment to winter equipment. Pickleball courts all set to go, the disk golf course received a donation of product to create a bridge to correct the first hole with a plan to get done before the end of the year. Staff at parks are down with COVID, looking forward to a busy 2021 year.

Commissioner Lehman asked for an update on the School District agreement to finish out the year of 2020. The School District is looking to give us a truck to purchase for a trade of services.

PEOPLE FOR CHANNAHON PARKS FOUNDATION

The Foundation donor fish continues to be a challenge to have them engraved, totems will be ordered in the Spring. All donors will get more than promised, in donation agreements. Putts and suds will not happen is 2021. Working on a community campaign with Mike Rittof to finish the project.

OLD BUSINESS

Nothing to Report

NEW BUSINESS

Jim O'Malley of Williams Architect presented the schematic design of the Clubhouse to the Board. Commissioner Caldwell questioned the entrance to the Pro shop and where the bag drop will be. Additional costs were needed to make changes to entrance the presented design is the lower cost.

Commissioner Lehman expressed concerns with the golf pro shop location as presented, the reason is having golfers walking thru the restaurant to check in. Commissioner Lehman recommended that the expansion be on the front of the building, where offices are currently located. Expanding off the front of the building would maintain the west wing a rentable option. Leonard explained the goal of the design being presented was to limit the additional new square footage, in order to keep cost down. If we increase the square footage of the renovation we risk not having enough funds to renovate Tomahawk Aquatic Center.

The cart path numbers are not realistic numbers in the original budget, they are coming in 2 to 5 hundred thousand higher than anticipated. Huber stated he understood the points Commissioner Lehman was making for the golfer entrance and feels that additional signage will help that situation. One thing Huber would really like to keep the are doors to the Grille room to the new Pro Shop. Commissioner Lehman wanted staff to remember this is our fourth edition of the Clubhouse. Thirty years later we made cuts at the beginning that we never should have made and have been fixing since. Lehman is challenging the staff to not necessarily cut the corners and have it be a short-term fix. Leonard agrees with Commissioner Lehman comments and is torn with all the Park District Infrastructure needs and direction from the Board where the priority is. Commissioner Lehman challenges staff to investigate what the cost difference to moving the Proshop in the front verses the back of the building.

Doug Rink from Corporate Construction stated the cost of square footage would be the same, but it is the other configurations that come in to play. 100 square feet would be needed to make the change. Cost per square feet would need to be investigated. Staff will review with Architect explore feasibility. Commissioner Caldwell would like to see costs for the additional 100 square feet.

Staff will explore the costs, storage and make sure to stay true to budget.

O'Malley next walked thru the potential budget with a 15% contingency and 3% inflation. With a Budget \$3,300,000. more details on design pricing to come as the schematic turns to design. The cart path would be a total rip out the hard costs are getting closer.

Timeline – Design development complete by December Board meeting. A January or February bid opening is the goal. Doug recommends moving forward to bidding the cart path as soon as possible. Doug went thru the construction timeline and had a November 2021 completion date. Commissioner Caldwell expressed concern that this project may go longer. Doug feels confident that it would be complete by November.

Commissioner Geldean exited the meeting at 6:40 p.m.

Motion by Commissioner Lehman second by Commissioner Clower to approve the schematic design with the additional investigations of moving the Pro shop to the front of the building. All Commissioners present voted aye; motion carried.

Leonard presented the 2020 Levy Ordinance. The recommendation is a 4.86% increase to a rate of .3261 with a projected EAV of \$949,637,292. The Levy request would be \$1,072,832 in corporate, \$994,970 in recreation, \$133,520 in Liability, \$81,277 in Joint Handicap, \$813,978 for a total request of \$3,096,577 from \$2,972,737 in 2019. Motion by Commissioner Lehman, second

by Commissioner Babich to approve the 2020 Levy Ordinance #377 as presented. Upon a roll call vote, the following Commissioners present voted aye: Lehman, Clower, Babich, Caldwell, not present to vote Geldean. Motion carried 4-0 with one absence.

Knutson reviewed with the Board the 2021 Facility Fee increases, changes to Tomahawk Aquatic Fees for the pass holders, Pavilion rentals to cover cost for cleanup. Commissioner Caldwell requested an increase to non-resident pavilion rentals to \$150. Motion by Commissioner Clower, second by Commissioner Babich to approve Facility Fee increase changes as suggested by Staff and Board. Upon a roll call vote, the following Commissioners present voted aye: Lehman, Clower, Babich, Caldwell, not present to vote Geldean. Motion carried 4-0 with one absence.

Leonard presented the 2021 Board Meeting dates with the 4th Monday of the Month, except for November and December due to the holidays. Motion by Commissioner Clower second by Commissioner Babich to approve the Board meeting dates for 2021. All Commissioners present voted aye; motion carried.

Munkvold presented the 2021 Holiday Schedule with no new holidays, designating Christmas Eve as a holiday with two floating holidays. Motion by Commissioner Lehman second by Commissioner Clower to approve the holiday list as presented. All Commissioners present voted aye; motion carried.

Huber presented the replacement of second river pump after replacing the first pump in August. The new pump includes a screen to help prevent future problems. Motion by Commissioner Clower second by Commissioner Lehman to approve the purchase of a river pump from Lane Christenson for \$12,914. Upon a roll call vote, the following Commissioners present voted aye: Lehman, Clower, Babich, Caldwell, not present to vote Geldean. Motion carried 4-0 with one absence.

Leonard presented the final pay for Phase 1 with one more payment of Phase 2. The project is complete and approved for payment. Motion by Commissioner Clower second by Commissioner Babich to approve payment to Georges Landscape in the amount of \$29,964.65 for final on Phase 1. Upon a roll call vote, the following Commissioners present voted aye: Lehman, Clower, Babich, Caldwell, not present to vote Geldean. Motion carried 4-0 with one absence.

Nomination of Commissioner Caldwell as the delegate for the District for the Annual Business meeting of IAPD, Commissioner Lehman, and Executive Director Leonard as alternates IAPD delegate. All Commissioners present voted aye; motion carried.

ADJOURN TO CLOSED SESSION

Motion by Commissioner Clower second by Commissioner Lehman to adjourn to Closed Session at 7:11 p.m. 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 present voted aye:

Lehman, Clower, Babich, Caldwell, not present to vote Geldean. Motion carried 4-0 with one absence.

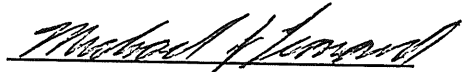
RECONVENE TO OPEN SESSION

Motion by Commissioner Babich, second by Commissioner Clower to leave Closed Session at 7:28 pm All ayes, motion carried.

Motion by Commissioner Babich second by Commissioner Clower to approve 2.5% pool of monies for Staff Compensation to be determined by the Executive Director. Upon a roll call vote, the following Commissioners present voted aye: Lehman, Clower, Babich, Caldwell, not present to vote Geldean. Motion carried 4-0 with one absence.

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Clower, second by Commissioner Babich adjourn the meeting at 7:30 p.m. All ayes, motion carried.



Michael J Leonard
Secretary