

CHANNAHON PARK DISTRICT

Minutes of the September 28, 2020 Regular Meeting of the Board of Commissioners

PUBLIC HEARING

The President opened the public hearing at 5:00 p.m. concerning the intent of the Board to sell \$2,500,000 General Obligation Limited Tax Park Bonds to provide the revenue source for the payment of certain outstanding obligations of the District, 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 and for the payment of expenses incident thereto.

No Board members had questions or comments concerning the sale. No written testimony was received from any members of the public and no one was present at the meeting to speak to the sale.

Motion by Commissioner Geldean, second by Commissioner Clower to approve the sale of \$2,500,000 General Obligation Limited Tax Park Bonds to provide the revenue source for the payment of certain outstanding obligations of the District, 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 and for the payment of expenses incident thereto . Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich, Caldwell, Motion carried 5-0.

The President closed the public hearing at 5:05 p.m.

CALL TO ORDER

The meeting was called to order by President at 5:06 p.m. at the 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

GUESTS PRESENT: Aaron Gold, Speer Financial

Everyone present at the meeting recited the Pledge of Allegiance

APPROVAL OF MINUTES

The minutes of the August 24, 2020, Regular Board Meeting were presented for approval. Motion by Commissioner Babich second by Commissioner Geldean to approve the minutes of the Regular Board Meeting for August 24, 2020. All Commissioners present voted aye; motion carried.

CORRESPONDENCE

None at this time.

PUBLIC COMMENT

Aaron Gold from Speer Financial reviewed with the Board the outcome of the Bond Sale that was completed on September 24th, with an additional gain due to the best possible refunding in the Market. \$3.9 million in capital and the \$560,000 saving from December Bond payment for a net gain of \$4,460 million for Capital.

COMMISSIONER'S REPORTS

Commissioner Caldwell reported favorably from a Pickle Ball team about fast response to lighting problem by Pat Fox.

TREASURER'S REPORT

Superintendent of Finance & Human Resources Munkvold reported on the District's current financial status noting the Bond sale closed on September 24th, and the second half of the tax payment was received on the same date. State of Illinois notified the District that we would not be responsible for the Unemployment costs related to COVID -19. The District filed for a FEMA Grant for COVID-19 related expenses and submitted a reimbursement for approximately \$17,000, the District was awarded \$25,000 from Will County and submitted expenses to date of \$6,000, and Grundy County awarded us approximately \$10,000 for reimbursement with no having submitted any expenses as of yet.

Munkvold presented the monthly Treasurer's Report and reviewed the outstanding bills. 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, Caldwell, Motion carried 5-0.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Leonard suggested to the Board to move the Board meeting from October 19th to October 26, it was originally moved to accommodate the NRPA Conference with is not being held this year.

There will be a virtual meeting to present the Strategic Master Plan to public run by Pros Consulting on October 1st. The Board Members received their copy of the Master Plan bound.

Park District Commissioner elections packets are available for pick up with Commissioner Lehman and Commissioner Babich position up for reelection.

Arroyo Trails playground work will begin next week.

An email was sent to the Board Members of the closed session schedule.

STAFF REPORTS

Director of Golf Huber reported a positive outcome for September even though we did not have golf outings this year. The Course is recovering from the stress put on it from play and lack of rain. Huber briefed the Board on the status of meetings for the clubhouse expansion, with a referral to consider addons to the construction that will allow us improvements in the future.

Marketing continues to excel. Golf Maintenance staff has been challenged to figure how we could avoid the stress to turf. The course is hosted IAPD tour of golf course and has the IHSA Girls regional outing next week.

Commissioner Lehman asked for a status of construction start date, staff responded that it would start in the spring.

Superintendent of Recreation and Facilities Knutson reported on the Fitness Center Membership with a 300-member withdrawal. The Fitness Center is ready to stay open if the status changes.

PEOPLE FOR CHANNAHON PARKS FOUNDATION

Raffle is ongoing at Golf Course, and the Donor Wall for Arroyo Trails is underway

OLD BUSINESS

Nothing to Report

NEW BUSINESS

Leonard presented for approval to hire Corporate Construction Services to provide construction management services for the Heritage Bluff Clubhouse Remodel & Addition, at the fee and general conditions for the preconstruction and construction is 9% of the awarded trade contracts. Motion by Commissioner Lehman second by Commissioner Clower to hire Corporate Construction Services for the Golf Course project with a 9% awarded trade contracts. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich, Caldwell, Motion carried 5-0.

Leonard next presented the ADA Audit & Transition Plan; the audit is required to be done every 7 years. Motion by Commissioner Babich second by Commissioner Babich to approve the ADA Audit & Transition Plan. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich, Caldwell, Motion carried 5-0

Huber presented to the Board the golf course lease with Nadler with option of 2, 4- and 6-year lease with incentives each year. Motion by Commissioner Lehman second by Commissioner Clower to enter a Lease with Nadler Golf Cart for \$780 a cart a year. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich, Caldwell, Motion carried 5-0

Munkvold presented the Surplus Ordinance to declare a F-250 as surplus and able to post on our auction website for sale. Motion by Commissioner Clower second by Commissioner Babich to approve the Surplus ordinance #275 and declare the F-250 surplus. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich, Caldwell, Motion carried 5-0

Munkvold and Knutson presented Policy/Procedure/Plans Updates for the Distinguished Accreditation.

2.4 New Board Member Orientation policy had minor updates to the Board members and Director. Motion by Commissioner Geldean second by Commissioner Clower to approve the 2.4 New Board Member Orientation Policy as presented. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich, Caldwell, Motion carried 5-0

The Administrative Manual was presented for review, there was a complete rewrite of this manual. Motion by Commissioner Geldean second by Commissioner Clower to approve the Administrative Manual as presented. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich, Caldwell, Motion carried 5-0

The Emergency Operations Manual is a new manual created as a recommendation of the Accreditation process. Motion by Commissioner Geldean, second by Commissioner Clower to approve the Emergency Operations Manual as presented. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich, Caldwell, Motion carried 5-0

Job Description for an Adult Fitness Instructor was found to be necessary. Motion by Commissioner Geldean, second by Commissioner Clower to approve the new job description for an Adult Fitness Instructor as presented. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich, Caldwell, Motion carried 5-0

5.11 Annual Appropriation – Emergency Appropriation was changed to reflect the procedure of what is done when an emergency spending is necessary. Motion by Commissioner Geldean, second by Commissioner Clower to approve changed to the 5,11 Annual Appropriation – Emergency Appropriation as presented. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich, Caldwell, Motion carried 5-0.

Discussion ensued of what is the spending threshold for staff members should be, and the discussion was tabled until staff can do more research.

ADJOURN TO CLOSED SESSION

Motion by Commissioner Geldean second by Commissioner Clower to adjourn to Closed Session at 5:55 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 voted aye: Geldean, Lehman, Clower, Babich, Caldwell, Motion carried 5-0

RECONVENE TO OPEN SESSION

Motion by Commissioner Geldean second by Commissioner Clower to move forward with discussions with the Village of Channahon to purchase second townhome. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich, Caldwell, Motion carried 5-0.

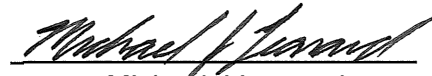
Motion by Commissioner Clower second by Commissioner Babich to approve resolution to sell surplus property of Skateland Recreation Center. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich, Caldwell, Motion carried 5-0

5 ILCS 120/1 (c) (12) Semi-Annual Review of Closed Session Meeting Minutes for July 27, 2020 were reviewed with the Board and were deemed to remained closed due personnel issues.

Motion by Commissioner Lehman, second by Commissioner Babich to keep Closed session meeting minuetts closed. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Clower, Babich, Caldwell, Motion carried 5-0.

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Geldean, second by Commissioner Clower adjourn the meeting at 6:27 p.m. All ayes, motion carried.



Michael J Leonard
Secretary