

CHANNAHON PARK DISTRICT

Minutes of the October 25,2021 Regular Meeting of the Board of Commissioners

CALL TO ORDER

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

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

COMMISSIONERS ABSENT: None

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

GUESTS PRESENT: Anthony Miceli, Speer Financial

Everyone presents at the meeting recited the Pledge of Allegiance.

APPROVAL OF MINUTES

The minutes of the September 27, 2021, Regular Board Meeting were presented for approval. Motion by Commissioner Clower second by Commissioner Geldean to approve the minutes of the Regular Board Meeting for September 27, 2021. All Commissioners present voted aye: motion carried.

CORRESPONDENCE

Nothing to report.

PUBLIC COMMENT

Nothing to report

COMMISSIONER'S REPORTS

Nothing to report.

TREASURER'S REPORT

Superintendent of Finance & Human Resources Munkvold reported on our current financial status, Golf looks good, Corporate is showing negative but that is due to the delay in tax revenue, Recreation is looking great, prior year is showing the promissory note so year to date 2021 has rebounded, Liability is good, Bond and Interest will see debt being paid in November and December, Capital project account will be discussed in Executive Director Mike Leonard's report. Taxes are at 85% collected not reflected in this report, since the report is before our latest payment was received.

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: Clower Geldean, Lehman, Caldwell, Babich. Motion carried 5-0 with no absences.

EXECUTIVE DIRECTOR'S REPORT

Leonard reported the completion of the property transfer from School District 17 to the Park District the land that is Fieldhouse property. The School District approved the convenance at their Board meeting last month. The last step is new business for our Board to approve the Declaration of Condominium and the approval of the Covenants, Conditions, Restrictions and Easements for Channahon Field House property.

Leonard next reviewed the Tax Levy that is being voted on in November, and the need for an increase in the Joint Handicap fund levy. The District plans to hire a Therapeutic Recreation Program Supervisor in June to fill a need, the increase will be from .0086 to .02 cents. A Truth and Taxation hearing will be needed. Any ADA work that is done at the District will be taken out this fund.

The Golf renovation is seeking a change order for additional concrete curbing that did not survive the construction work. Leonard reviewed the budget for the project, allowances that are built into the contracts. We are recommending new asphalt, taking out the island by the new shop entrance for cart staging and all the block by the driving range changed to concrete curbing. The proposal is for \$88,205 with a contingency of 20,000 for soil erosion. The next issue to address is the parking lot which will be looked at later in the project.

Leonard next reviewed the Capital project budget year to date as well as forecasting the 2022 Capital Budget.

The IAPD/IPRA Conference is January of 2022 for interested Commissioners. The Golf Owners Association Conference will also be held in January for Commissioners to attend.

On November 9th Arrowhead Community Center will be COVID-19 vaccination site available to the public.

STAFF REPORTS

Superintendent of Recreation and Facilities Knutson reported things are wrapping up for Fall sports, marketing promotion for the Fitness center have been sent out, group pickleball started last week, last Friday we had our Spooky Stories and Hayrack rides with 350 people attending.

Slip, Trips, and Falls audit from PDRMA was completed. 110% cost recovery program is wrapping up.

Munkvold reported additional information on the Vaccination site, with the possibility of a further site at the Fieldhouse.

Marketing Manager Mensik started working on the Winter/spring brochure, and advertising for fall programs is going extremely well. Sponsorships are a work in process for the ChannaHolidays event that we are partnering with the Village. The time capsule for the 50th Anniversary has had no interest from the public and the project will not continue, we will add our information in Village's time capsule.

Director of Golf Huber reported the outdoor patio is scheduled to be poured this week, expect to take delivery on the garage doors, exterior of the building should be wrapped up by the end of November with all the remaining work inside. Golf revenues for October are \$600 over last year, compared to 2017, 2018 and 2019 we have doubled our October numbers. The Golf Foundation numbers of comparisons, rounds report for September were down 12% versus our 7.6% for the region. Huber would like to schedule a Golf Committee meeting in December. Staff is working to start the process of winterizing the sprinkler system and the aerification of the greens while keeping up with the falling leaves as we move to winter. Fall rates are in use. The Golf Pro and Huber attended a training on the lesson mats and learned the Technology needed for future golf lessons.

PEOPLE FOR CHANNAHON PARKS FOUNDATION

Mensik reported that the Fall event Escape the Trail was cancelled, with sponsorship already received being moved to Putts and Suds. The event will be tried again next year with more marketing earlier in the season.

Putts and Suds registration opened on October 15th and already has over 36 registrations, with a max out of 120. In 2019 we only had 15 registrations in the same timeframe. Sponsorship is already at \$9,600 with a hope of \$12,000. The event is going well. Commissioner Lehman proposed a raffle of Golf for Life, with a proposal of the benefit to the Course rather than the Arroyo Trails project.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

Anthony Miceli from Speer Financial reported the outcome of a Bond sale Thursday October 21st. These are for the General Obligation Limited Tax Bond Series 2021 We received three bids, with the winner of People National Bank of Kewanee .068% second bid was from .79% Park Ridge Community Bank and the Final Bid from CIBC of 2.5%. The total is \$819,705 of that 388,000 will be available for Capital Project use. Motion by Commissioner Babich second by Commissioner Geldean to approve An ordinance providing for the issue of \$819,705 General Obligation Limited Tax Park Bonds, Series 2021, of the District for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, for the payment of certain outstanding bonds of the District, providing for the levy of a direct annual tax to pay the principal and interest on the bonds and authorizing the sale of the bonds to Peoples National Bank of Kewanee, Kewanee, Illinois. Upon a roll call vote, the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell, Babich. Motion carried 5-0 with no absences.

Leonard next reviewed the Approval of Declaration of Condominium Ownership for Channahon Field House Condominium, Channahon, Illinois. Motion by Commissioner Lehman, second by Commissioner Clower to approve the Declaration of Condominium Ownership for Channahon Field House Condominium, Channahon, Illinois as presented. Upon a roll call vote, the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell, Babich. Motion carried 5-0 with no absences

Leonard next reviewed the Approval of Declaration of Covenants, Conditions, Restrictions and Easements for Channahon Field House, Channahon, Illinois. Motion by Commissioner Geldean second by Commissioner Babich to approve the Declaration of Covenants, Conditions, Restrictions and Easements for Channahon Field House, Channahon, Illinois as presented. Upon a roll call vote, the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell, Babich. Motion carried 5-0 with no absences

Leonard presented pay application #5 in the amount of \$254,940.59 for the renovation of the Heritage Bluff's Club House. Motion by Commissioner Lehman, second by Commission Geldean to approve pay application #5 in the amount of \$254,940.59. Upon a roll call vote, the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell, Babich. Motion carried 5-0 with no absences.

Leonard gave an update on the Cart Path restoration; the work is not completed and will be reviewed with the contractor.

Leonard next presented the Williams Architects September 2021 Invoice #0020597 in the amount of \$4,739.66 for professional services rendered at Heritage Bluffs Clubhouse Renovation project. Motion by Commissioner Clower, second by Commissioner Babich to approve payment to Williams Architects September Invoice #0020597 in the amount of \$4,739.66 Upon a roll call vote, the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell, Babich. Motion carried 5-0 with no absences

Leonard next presented for approval the Heritage Bluffs Clubhouse Renovation Project Change Order – Cart Path Parking, Curbing, and Asphalt Restoration in the amount not to exceed \$88,205. Motion by Commissioner Lehman, second by Commissioner Clower to approve the Heritage Bluffs Clubhouse Renovation Project Change Order – Cart Path Parking, Curbing, and Asphalt Restoration in the amount not to exceed \$88,205 as presented. Upon a roll call vote, the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell, Babich. Motion carried 5-0 with no absences

Leonard reviewed the Job Description for a Therapeutic Recreation Program Supervisor. Motion by Commissioner Babich, second by Commissioner Clower to approve the Job Description for a Therapeutic Recreation Program Supervisor as presented. All Commissioners present voted aye: motion carried.

Leonard presented the Employment Agreement for the Channahon Park District Executive Director for January 1, 2022- December 31, 2024. Motion by Commissioner Geldean, second by Commissioner Lehman to approve the Employment Agreement for the Channahon Park District Executive Director for January 1, 2022- December 31, 2024, as presented. Upon a roll call vote,

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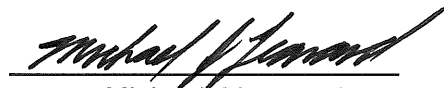
the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell, Babich. Motion carried 5-0 with no absences

The Vaccination policy is in its final stages of compliance, with two part-timers resigning. Commissioner Caldwell inquired if registered nurse were required for the vaccination clinic, as he may be able to help fining volunteers if necessary.

Commissioner Caldwell thanked the staff for the sympathy card and gift for his father's passing.

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Clower, second by Commissioner Geldean adjourn the meeting at 5:55 p.m. All ayes, motion carried.

A handwritten signature in black ink, appearing to read "Michael J Leonard", is written over a horizontal line.

Michael J Leonard
Secretary