

CHANNAHON PARK DISTRICT

Minutes of the November 22 ,2021 Regular Meeting of the Board of Commissioners

PUBLIC HEARING

The President Caldwell opened the Truth and Taxation public hearing at 5:00 p.m. for the 2021 Property Tax Levy. Director Leonard stated that we are increasing the Special Recreation Fund Levy by .02 cents and capturing the new growth in our equalized assessed value (EAV). We are proposing an increase of 11% in the levy which will allow the District to capture all growth that occurred in 2021. The 2020 rates are .3258 in Will County and .3252 in Grundy Count our proposed 2021 rate will be .3453, with a projected EAV of \$1,006,820,057.

No public present and no objections received prior to the meeting.

With no further questions a Motion to adjourn from the Truth and Taxation Public Hearing by Commissioner Babich second by Commissioner Geldean. All Commissioners present voted aye: motion carried.

The President closed the public hearing at 5:04 p.m.

CALL TO ORDER

The meeting was called to order by President Caldwell at 5:04 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: None

Everyone presents at the meeting recited the Pledge of Allegiance.

APPROVAL OF MINUTES

The minutes of the October 25, 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 October 25, 2021. All Commissioners present voted aye: motion carried.

CORRESPONDENCE

Nothing to report.

PUBLIC COMMENT

Nothing to report

COMMISSIONER'S REPORTS

Commissioner Lehman commented favorably on a tour Mike Huber, Director of the Golf, gave him of the Bluff's construction.

TREASURER'S REPORT

Superintendent of Finance & Human Resources Munkvold reported, Golf is holding strong with over \$300,000. In net revenue. Recreation is rebounding with the full Capital project transfer happening in 2021. Liability will have a surplus due to unemployment costs during COVID being covered by the Government. Bond and Interest will have a transfer to Capital also after the final payments made in December. We still have two payments outstanding for property tax receipts. Commissioner Lehman queried if we are keeping in mind of creating our reserve fund.

Munkvold presented the monthly Treasurer's Report and reviewed the outstanding bills. Motion by Commissioner Geldean 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

Executive Director Leonard met with the Village of Channahon and all other taxing bodies, to discuss Tax Increment Financing (TIF) for Tryon to Navajo on Route 6 that will encompass the old Skateland, Village Town Square, Pioneer Path Grade School, and the Casey's property, it will not include and residential locations. We currently receive \$9,000 from these locations in property taxes, this would potentially freeze that amount for 23 years. Up for discussion was whether there are other options rather than a traditional TIF. Director Leonard's recommendation is to support the TIF.

The Voss property east side of McKinley Woods Road, south of Route 6, which is 289 acres, is being developed into a residential neighborhood. Thirty percent will be used as open space and retention. Mike Petrovic from the Village contacted us to find out what kind of space we would need for a West side Community Park, the minimum would be twenty-five acres. We would still request impact fees in addition. The property we would like would be as close as we can get to 4 Rivers Recreation Center owned by Will County Forest Preserve to make it one big open space.

The Special Recreation Levy, when it is approved, will allow us to hire a Therapeutic Recreation Supervisor. We will start the hiring process of in April of 2022.

Director Leonard discussed with the Board the upcoming IAPD/IPRA Illinois State Conference held in January and asked if any Commissioners were interested in attending.

Director Leonard next discussed the NRPA Annual Conference held in the Fall of 2022 in Phoenix Arizona and asked if any Commissioners were interested in attending.

STAFF REPORTS

Superintendent of Recreation and Facilities Knutson reported things are picking up indoors, pickleball, volleyball and basketball registrations.

Cost recovery analysis of 2019 data is wrapping up. In the years 2019-2021 the changes made within the Park District has made the numbers not as true as we would like to see. In 2022 we are going to input the 2021 data for a better representation of our District. We are also exploring a software that will calculate the fees for programs based on the Cost Recovery outcomes.

Director of Golf Huber reported that the play is trending down to playable weather. We are tracking positively for the year. Trailing last year revenue in October/November by \$31,000, but up from 2019. The Clubhouse renovation is ongoing, with the new indoor garage doors are being installed today. Most of the exterior work is completed, asphalt is complete. The sprinkler project has stalled and is still under review, due to changes and comments, the process can take up to six weeks. The interior tile work has started and flooring in the kitchen is underway. J&R Asphalt which completed our cart path, conducted it final walk through and agreed to a reduction of \$8,000 due to restoration that will be managed in house. Golf Grounds started working on the future location of the concession trailer on the course. Commissioner Caldwell questioned if work has started on removing the broken tree at hole eight. The Grounds crew is waiting for the ground around it to freeze so they can get in the wet location. Marketing continues to promote our construction progress; a gift card promotion will start in December. Director of Golf Huber is working to find a new software for the reservation system and the restaurant/bar. GPS software and hardware is being researched for the golf cart with a 2022 install date.

Director Leonard noted that the renovation has had challenging; changes to the duct work, an order for the keg room cancelled by the vendor, inferior siding and of course changes to the sprinkler system.

Marketing Manager Mensik reported sponsorship and advertising for the ChannaHoliday Event exceeded expectations due to the letter signed by the Village, Park District and Library District. The plan is to approach the Village to help sponsor the 4th of July event. Commissioner Caldwell stated the fireworks display has been, promoted as the Channahon Fireworks display while leaving out the Channahon Park District Firework display. Mensik reported the week of giving promotion, overseen by Abby, with an overwhelming response by the public.

Munkvold reported on the Open Enrollment for Staff Health Insurance is going well and working toward the year in close and 2022 Budget.

PEOPLE FOR CHANNAHON PARKS FOUNDATION

Mensik reminded the Board the date of Putts and Suds is February 26, 2022. Registration is underway with over sixty teams.

The Annual appeal will be going out soon, with an update to a link to see all the changes that were made due to their donations, as well as a plan for what is next.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

Leonard reviewed Levy Ordinance #387 for approval, Motion by Commissioner Babich, second by Commissioner Clower to approve Levy Ordinance #387 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 Ordinance #388 providing for specific reductions of the 2021 Property Levy pursuant to the Property Tax Extension Limitation Law. Motion by Commissioner Geldean, second by Commissioner Babich to approve Ordinance #388 providing for specific reduction of the 2021 Property Tax Extension Limitation Law as presented. Upon a roll call vote, the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell, Babich. Motion carried 5-0 with no absences.

The Board of Commissioner 2022 Meeting Dates were presented for review. Motion by Commissioner Clower second by Commissioner Geldean to approve the 2022 Board of Commissioner Meeting Dates as presented. All Commissioners present voted aye: motion carried.

Leonard reviewed with the Board the FY 2022 Holiday Schedule. Motion by Commissioner Babich second by Commissioner Clower to approve the FY 2022 Holiday Schedule as presented. All Commissioners present voted aye: motion carried.

Leonard next reviewed the Surplus Ordinance #386 for surplus vehicles and equipment to be listed on the auction website for sale. Motion by Commissioner Clower second by Commissioner Geldean to approve Surplus Ordinance #386 as presented. Upon a roll call vote, the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell, Babich. Motion carried 5-0 with no absences.

Huber reviewed with the Board the 2022 proposed Golf rates. When adjusting rates, we consider our demand, amount of rounds the golf course can tolerate on an annual basis, competitive market analysis of like courses in our area, increase to minimum wage, supply chain shortages, driving the cost of business higher. Some rates are increased, some stayed the same, residents still see a discount.

Commissioner Caldwell proposed that we hold the senior rates flat. We see a substantial amount senior play, we can table the senior rate fee, but propose to keep the car fee increased due to additional amenities coming soon. The proposed GPS will give us the ability to track the pace of play, heat mapping of where the cart is driving to correct wear to turf. Commissioner Caldwell questioned if the GPS will still give the distances for the golfer to play. Huber clarified that it would give the drive distances for aid to the golfer, we could monitor the battery life, integrated food and

beverage monitor, direct communication for advertising. We could be tied to the program that is link to our current golf cars agreement, still researching. Commissioner Lehman stated most Senior spend time comparing rates. Discussion ensued. Huber suggested a value add of lunch at the turn. Motion by Commissioner Babich, second by Commissioner Clower to approve the rates except for the senior rate. Upon a roll call vote, the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell, Babich. Motion carried 5-0 with no absences.

Mensik reviewed the 2022 Brochure Printing costs. Motion by Commissioner Clower second by Commissioner Geldean to approve the not to exceed amount of \$19,000 for 2022 Brochure Printing 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 \$136,968.49 for the renovation of the Heritage Bluff's Club House. Motion by Commissioner Geldean, second by Commission Clower to approve pay application #5 in the amount of \$136,968.49. 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 the Williams Architects September 2021 Invoice #0020654 in the amount of \$3,697.47 for professional services rendered at Heritage Bluffs Clubhouse Renovation project. Motion by Commissioner Babich, second by Commissioner Clower to approve payment to Williams Architects September Invoice #0020654 in the amount of \$3,697.47 Upon a roll call vote, the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell, Babich. Motion carried 5-0 with no absences

Mensik lead a discussion on changes to the Park District Logo. No changes to be approved at this time.

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Clower, second by Commissioner Geldean adjourn the meeting at 6:26 p.m. All ayes, motion carried.



Michael J Leonard
Secretary