

CHANNAHON PARK DISTRICT

Minutes of the September 27, 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

COMMISSIONERS ABSENT: Babich

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

GUESTS PRESENT: Alicia Bosman

Everyone presents at the meeting recited the Pledge of Allegiance.

APPROVAL OF MINUTES

The minutes of the August 23, 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 August 23, 2021. All Commissioners present voted aye: motion carried.

The minutes of the September 7, 2021, Special Board Meeting were presented for approval. Motion by Commissioner Lehman second by Commissioner Geldean to approve the minutes of the Special Board Meeting for September 7, 2021. All Commissioners present voted aye: motion carried.

CORRESPONDENCE

Thank you received from Winfield Park District for a donation to their Park Foundation.

PUBLIC COMMENT

Alicia Bosman a taxpayer in the District wanted to know why she couldn't use the soccer fields while teaching soccer to her Physical Education students. Executive Director Leonard assured Mrs. Bosman that the fields are community use and will address the situation with staff members for clarification.

COMMISSIONER'S REPORTS

Nothing to report.

TREASURER'S REPORT

Superintendent of Finance & Human Resources Munkvold reported on our current financial status, golf continues to look good with Mike Huber reporting detail in his report, Recreation is rebounding very nicely for 2020 with a partial transfer to Capital Projects. Leonard clarified that the Capital projects Money Market is only available to fund Capital Projects. The

Recreation transfer to Capital projects was budgeted to be \$100,000 and to date we have transferred \$200,000 with the plan to transfer more. We do hope to transfer from Golf to pay for the equipment leasing that is currently in Capital if the profits continue. Commissioner Lehman wanted an update on the possibility of the reserve funds. We are working to not have a tax anticipation warrant for 2022 and hope to make small strides to the reserve.

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

EXECUTIVE DIRECTOR'S REPORT

Leonard updated the capital project schedule at Heritage Bluff Golf Course.

Cost recovery workshop is scheduled for 5:00 Tuesday the 28th of September, the workshop will be recorded if the Commissioners are unable to attend.

Transfer of the Field House property to the District is on the School District Board Agenda to approve the covenants and the Condominium separation of property. Our approval will be at the October meeting. The intergovernmental agreement will still need to be done, with two staff members and two Board members from each entity to work on our partnership.

The DuPage River has unique property lines that extend into the center of the River. A coalition is working with the DNR to obtain complete public access to the River that is not within private property land. A zoom meeting is scheduled for Tuesday to review the plan with the Coalition.

IDI rebate came in from the Village and we did not properly budget for this rebate, the cost is \$26,000 and we budgeted \$8,000. We have at least two more years on building one and 4-5 years on building two and three. The contract though not beneficial to the park district at this time, will benefit the community going forward.

October Speer Financial will be selling our Rollover bond issue and will seek approval at the October Board meeting.

STAFF REPORTS

Director of Golf Huber reviewed numbers from the National Golf Foundation, in August our region golf was down by 12.4%, temperature was up by 2.5% over last year and precipitation was up by 53%. We are 2.10% up over region in rounds. September 150-200 rounds a day; we are losing 20 minutes a week which each two tee times a week. Year to date numbers merchandise is \$69,000 from last year \$51,000; carts 23,000 over 2020; rounds are 200 shorts of 30,000 rounds for the year, 3,000 rounds ahead of last year, 26 or 27 thousand rounds were being done in prior years. Private lessons are up 43% from last year. The range is up from \$45,000 in 2019 to \$75,604 in 2021, a range membership is not being considered right now. Looking to make improvements to the range for quicker recovery. Golf operations as a total is up \$125,000 over last year, and the Grille room is up just over \$1,000 from last year. Food and Beverage will be the challenge in years to come, tough business to succeed in. The Concession building moved

to the course will help with touch points for sales. Grounds was able to clean up what they could of the tree damage, the rest will have to wait until the course is closed for season.

Superintendent of Recreation and Facilities Knutson reported that Fall is a transitional month for us, preschool is up and running, After the Bell, seniors back in the building, soccer, and flag football are strong. We are hoping to run the basketball program this winter. Fitness center is waiting for cooler weather. Recreation is recovering from COVID, and the numbers are looking great. PDRMA safety assessment is a new process for us, a bit cumbersome until we get the new process under control.

Munkvold reported on the results of the COVID-19 Vaccination policy while ironing out the misunderstanding with staff.

Marketing Manager Mensik shared with the Board the highlights of the 50th Anniversary at the Potato Fest, was forging a new relationship with the Village positively. Spud speedway had 148 people ride the course and the event benefited the scholarship fund and the Channahon-Minooka Rotary Backpack fund.

PEOPLE FOR CHANNAHON PARKS FOUNDATION

Mensik reported the Channahon Township is supporting the storywalk out at Arroyo trails with a donation of \$5,000, to start in 2022.

The Fall fundraiser is the Escape the Trail on October 23rd.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

Resolution 2021-002 required by IMRF for cash payments made to staff members that waive health insurance offered by the Park District. An IMRF audit that was conducted in August found that we needed to have this resolution on file. Motion by Commissioner Lehman second by Commissioner Clower to approve Resolution 2021-002 for cash payments that are IMRF eligible. Upon a roll call vote, the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell; not present to vote, Babich. Motion carried 4-0 with one absence.

Munkvold reported 2022 Staff Health Insurance rates of an increase of 3.9% from PDRMA. The recommendation is to continue the health insurance coverage with PRDMA and the Staff/dependent coverages the same as 2021. Motion by Commissioner Geldean, second by Commissioner Clower to approve the 2022 Staff Health Insurance as presented. Upon a roll call vote, the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell; not present to vote, Babich. Motion carried 4-0 with one absence.

Leonard presented Hitchcock Design Group for professional design and construction services in the amount of \$7,700 payable in 2022 for the Arroyo Trails Restroom Facility. Motion by Commissioner Lehman, second by Commissioner Geldean to approve services from Hitchcock Design in the amount \$7,700 payable in 2022. Upon a roll call vote, the following Commissioners

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

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Leonard presented pay application #4 in the amount of \$258,469.26 for the renovation of the Heritage Bluff's Club House. Motion by Commissioner Clower, second by Commission Geldean to approve pay application #4 in the amount of \$258,469.26 Upon a roll call vote, the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell; not present to vote, Babich. Motion carried 4-0 with one absence.

Leonard next presented the Williams Architects August 2021 Invoice #0020529 in the amount of \$2,493.20 for professional services rendered at Heritage Bluffs Clubhouse Renovation project. Motion by Commissioner Geldean, second by Commissioner Lehman to approve payment to Williams Architects August Invoice #0020529 in the amount of \$2,493.20. Upon a roll call vote, the following Commissioners voted. aye: Clower Geldean, Lehman, Caldwell; not present to vote, Babich. Motion carried 4-0 with one absence.

Leonard presented a need for an updated Job description for an Adult Fitness instructor. Motion by Commissioner Lehman second by Commissioner Clower to approve the Job description for Adult Fitness Instructor as presented. All Commissioners present voted aye: motion carried.

Knutson presented to the Board the need to review our 4th of July fireworks program and costs. After discussion the event will now be held on July 3rd, and to move forward with obtaining a 5-year contract with Ace Pyrotechnics. Motion by Commissioner Lehman second by Commissioner Clower to enter in a 5-year contract for July 3rd with Ace Pyrotechnics in the amount of \$120,000. Upon a roll call vote, the following Commissioners present voted aye: Lehman, Clower, Geldean, Caldwell, not present to vote Babich. Motion carried 4-0 with one absence.

ADJOURN TO CLOSED SESSION

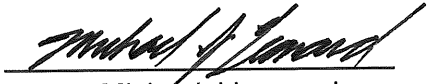
Motion by Commissioner Lehman second by Commissioner Geldean to adjourn to Closed Session at 6:02 p.m. for 5 ILCS 120/1(c)(5) Purchase or lease of real estate for the public body and 5 ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees 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, Geldean, Caldwell, not present to vote Babich. Motion carried 4-0 with one absence.

RETURN TO OPEN SESSION

Motion by Commissioner Lehman, second by Commissioner Geldean to leave Closed Session at 6:21 p.m. Upon a roll call vote, the following Commissioners present voted aye: Lehman, Clower, Geldean, Caldwell, not present to vote Babich. Motion carried 4-0 with one absence.

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Geldean, second by Commissioner Clower adjourn the meeting at 6:22 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