

CHANNAHON PARK DISTRICT

Minutes of the March 21, 2022, 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: Geldean, Babich, Caldwell

COMMISSIONERS ABSENT: Lehman, Clower

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

GUESTS PRESENT: None

Everyone presents at the meeting recited the Pledge of Allegiance.

APPROVAL OF MINUTES

The minutes of the February 14, 2022, Special meeting were presented for approval. Motion by Commissioner Babich, second by Commissioner Geldean, to approve the minutes of the Special Board Meeting for February 14, 2022. All Commissioners present voted aye: motion carried.

The minutes of the February 28, 2022, Regular Board were presented for approval. Motion by Commissioner Geldean second by Commissioner Babich to approve the minutes of the Regular Board Meeting for February 28, 2022. All Commissioners present voted aye: motion carried.

CORRESPONDENCE

No Correspondence was received.

PUBLIC COMMENT

No public comment

COMMISSIONER'S REPORTS

Commissioner Caldwell reported that he has received positive feedback about this year's Putts & Suds event. He also mentioned, if there comes a time when the Foundation can no longer coordinate the event that the Park District should take over the coordination and continue to run Putts & Suds.

TREASURER'S REPORT

Wes Levy & Tim Gavin from Lauterbach & Amen reviewed and presented the February 2022 Treasurer's and February 2022 outstanding bills for approval. Motion by Commissioner Babich, second by Commissioner Geldean to accept the February 2022 Treasurer's Report and authorize the payment of February 2022 bills. Upon a roll call vote, the following Commissioner voted aye: Babich, Geldean, Caldwell. Motion Carried 3-0 Absent: Commissioner Lehman and Clower.

EXECUTIVE DIRECTOR'S REPORT

Executive Director reported the following:

- 2022 OSLAD Grants: The Illinois Department of Natural Resources has informed 2022 Grant Applicants that due to limited staff they do not anticipate announcing grant awards until late summer or fall of 2022, and do not anticipate executing Grant Agreements until winter of 2022. Grant implementation and project construction is anticipated to begin Spring 2023. IDNR Office of Grant Management received 154 applications requesting over \$48.4 million in funds. The amount available for grant awards is \$28 million.
- Sale of Skateland Appeal: The Third District Appellate Court has scheduled oral arguments in McCoy's appeal of the sale of Skateland. The appeal is scheduled for Wednesday April 13, 2022, at 2:00 pm via Zoom.
- Woods of Aux Sable Park: A Public Input Meeting for Woods of Aux Sable Park has been scheduled for Tuesday, April 19th from 5:00 pm to 6:00 pm. The meeting will be held at the park location on Red Wing Drive in the Woods of Aux Sable Subdivision.

STAFF REPORTS

Kristin Knutson, Superintendent of Recreation & Facilities reported the following:

- Preschool Open House was an enormous success! The event was from 5-7 pm and within those two hours, families were steadily coming and going. Our Early Childhood instructors had tables and activities set up in the hallway to also let families know of the programs they can sign their children up for right now. During this event we also held a Book Fair which did great! We received \$608 in scholastic dollars, which can go towards any type of supplies for the classrooms!
- Registration for the upcoming 2022-2023 preschool year is up and running. We have 51 priority registrations come in the last week of February. These are all families that are already in our Preschool and/or Early Childhood program. As of March 9, we are at 83 participants registered of 92 spots in the morning and we have opened classrooms for the afternoon as well. It's great to have such high numbers and we are only in March!
- Youth Basketball wrapped up on March 19 with a one-day, single elimination tournament for our 5th-8th grade divisions! Medals were handed out for 1st and 2nd place in each group!
- Youth Soccer will start in April; practices the week of April 11 and the first game April 23. Registration started in January with several divisions full already!

Mike Huber, Director of Golf Operations reported the following:

- The golf practice facilities opened on Monday, March 14th. The golf course is will open Wednesday, March 16th. We have reached that time of year where the golf course starts to really see a dramatic jump in participation. It has been a long three months since we have welcomed golfers onto the course. Staff is excited to have our beloved golfers back.
- Winter preparations for 2022 are wrapping up and we are beginning to transition to course daily setup for play.
- We continue to book new and returning outings, returning leagues and new and returning permanent tee times.
- Clubhouse Renovation work has continued, and we are progressing well. We have run into a handful of delays but continue to work through those to keep the project progressing. Work continues inside the clubhouse with painting, lighting installation and other finish type work, installation of the bar and kitchen equipment as the major happenings at this point. We have been given a projection of opening the clubhouse in late-April or early-May 2022.
- The Spark Golf League is being promoted and is extremely popular.

Jennifer Mensik, Director of Marketing & Development reported the following:

- The 2022 Summer Guide will be available online by March 18 and delivered to homes April 5-6 with registration beginning April 6.

Hiring a graphic designer has provided many benefits. When I have designed our seasonal guides there are three weeks during the process where I can work on little else, having a designer has reduced that to 2-3 days. The new designer has some great ideas for our 2023 seasonal guides, she is currently following the layout of the 2022 Winter/Spring Guide to coordinate the branding of all three 2022 Guides. The cost of the designer is much less than anticipated.

- New Logo: We are officially retiring the old logo that served us well for 25 years and promoting our new logo. We are in the process of replacing the old logo in many areas including online, flyers & posters, staff email signatures, banners, and District vehicles. Staff have received guidelines on using the new logo.
- Sponsorships & Advertising: Grand Dental is once again sponsoring our Egg Scramble event at an increased amount of \$600. Sponsorship solicitations have begun. The priority now is the Fierce Fiesta on May 6 and larger special events sponsors. Potential sponsors for the larger events will receive personalized packets and direct contact from me.

Pat Fox, Parks Grounds & Facilities Maintenance Manager reported the following:

- On the park side, the staff has finished repairing and painting the park signs and re-installing them. The picnic benches that to be repaired are finished. All our summer equipment is ready for the season. The canoe launch is open for the year. Arroyo trails is open if we do not get any severe weather.
- The grasses in the landscaping beds have been cut down and the beds have been cleaned up. We will be placing our flower orders for all our beds along with our adopt-a-beds by the end of the month.
- Our baseball fields are starting to dry out and if the weather stays dry, we will put a machine on the infields and start leveling and grading them. Our paint is ordered for our soccer fields and should be delivered by the 22nd of this month. Fertilizer is ordered and should be here by the end of the month.
- Facility side, we fired up the ice machines at the Bluffs since we are now open for golf. The concession trailer has been inspected, water, hot water is turned back on.
- We are doing our first round of HVAC filters around the district. The plumbing at the outbuilding in Central Park is back together and should open back up on April 1. We are putting the plumbing chase back together at Tomahawk Aquatic. We will stat be doing more out there as the weather continues to improve along with painting the lap pool.
- One last thing we are desperately looking for part-time help for our parks department, preferably senior, first-year students in college. I started doing interviews March 15th, but the labor pool is a little light this year.

PEOPLE FOR CHANNAHON PARKS FOUNDATION

- Arroyo Trails Donor Recognition: New donor recognition signs at Arroyo Trails will be added this spring. We have two new donors to add to the Donor Plaza and one donor that is moving up a level. In addition to, we have a donor that is receiving naming rights to the pavilion.
When fundraising is completed for Arroyo Trails a sign with all donors \$1,000 and up will be added to the Donor Plaza.
- StoryWalk: A new StoryWalk will be added to the trailhead at Arroyo Trails this spring. The StoryWalk is fully funded by the Channahon Township at \$5,000. We will be teaming up with the Three Rivers Public Library District in offering a variety of stories.
- Putts & Suds Fore Parks: Putts & Suds was a tremendous success! It was held for the first time at Heroes West in Joliet on February 26. The event was sold out at 120 teams (480 total participants). \$16,950 was raised in sponsorships, plus another \$500 in response to the Putts & Suds solicitation dedicated solely to Arroyo Trails. We also had a tremendous response in donated gift baskets for the raffles. A survey was sent to participants, results will be reported at the April meeting.
- We will be submitting a grant to Lyondellbasell seeking funding for additional projects.
- Quarterly Board of Trustees Meeting: The Foundation will next meet April 21, 2022.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

- A. ORDINANCE #390 abating the tax hereto levied for the year 2021 to pay the principal of and interest on General Obligation Park Bonds (Alternate Revenue Source), Series 2020A, of the Channahon Park District, Will and Grundy Counties, Illinois. Motion by Commissioner Geldean, second by Commissioner Babich to approve Ordinance #390. Upon roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Babich. Absent: Lehman and Clower. Motion carried 3-0.
- B. Pay Application # 10 in the amount of \$86,273.25 for the renovation of Heritage Bluffs Club House. Motion by Commissioner Babich, second by Commissioner Geldean to approve Pay Application #10 in the amount of \$86,273.25. Upon roll call vote, the following Commissioners voted aye: Caldwell, Babich, Geldean. Absent: Lehman and Clower. Motion carried 3-0.
- C. Club House Change Order#16. Motion by Commissioner Geldean, second by Commissioner Babich to approve Change Order #16 for the renovation of Heritage Bluffs Club House in the amount of \$2,766.00. Upon roll call vote, the following Commissioners voted aye: Geldean, Babich, Caldwell. Absent: Lehman and Clower. Motion carried 3-0.

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Babich, second by Commissioner Geldean adjourn the meeting at 6:37 pm. Upon voice vote all Commissioners present voted aye. Motion carried.



Michael J Leonard
Secretary