

CHANNAHON PARK DISTRICT

Minutes of the October 24, 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, Lehman, Caldwell, Clower

COMMISSIONERS ABSENT:

STAFF PRESENT: Leonard, Knutson, Mensik, & Tim Gavin, and Nichole Gasparich from Lauterbach & Amen

GUESTS PRESENT: No Guest

APPROVAL OF MINUTES

The minutes of the September 26, 2022, regular board meeting was presented for approval. Motion by Commissioner Clower second by Commissioner Geldean to approve the minutes of the Regular Board Meeting for September 26, 2022. All Commissioners present voted aye: motion carried.

CORRESPONDENCE

Thank you note from Southwest Special Recreation Association

COMMISSIONER'S REPORTS

TREASURER'S REPORT

Executive Tim Gavin, Laughterbach & Amen, reviewed and presented the September 2022 Treasurer's and September 2022 outstanding bills for approval. Motion by Commissioner Babich, second by Commissioner Clower to accept the September 2022 Treasurer's Report and authorize the payment of September 2022 bills. Upon a roll call vote, the following Commissioner voted aye: Clower, Caldwell, Lehman, Geldean, Babich. Motion Carried 5-0

EXECUTIVE DIRECTOR'S REPORT

Executive Director reported the following:

Woods of Aux Sable Park: Woods of Aux Sable Park completed and open to the public. The cost of the new park development was \$239,825.72. The budget for the project was \$250,000. Bring the project in at \$10,174.28 under budget.

Sale Of Townhome: On Wednesday, October 12th, Judge Anderson of the Will County Circuit Court approved the sale of the townhome. Our next step is to hire a real estate agent and put the house on the market.

Public Engagement: We hosted the last informational meeting on Tuesday, October 11th, reviewing the district capital needs. Six residents attended the meeting. Surveys have been mailed to all registered voters in the park district. We have requested residents to complete and return the survey by Monday, October 24th. (see attached)

PDRMA Health: In 2021, the PDRMA Health Council approved a procedure that allows the Finance Committee and Board of Directors to approve the return of a portion of the net position when it exceeds the minimum necessary. Both governing boards reviewed the program's financial results and approved \$1,012,535 be returned to the Health Program members.

Our agencies portion of the approved disbursement is \$8,444.60.

Going forward PDRMA will evaluate net position each year to determine if excess net position is available to return. Note that returning net position may not always be possible.

FY2023 Budget: Over the next month and a half, staff will be working on the FY2023 Operational Budget. The FY2023 Budget will be presented to the Board for review and approval at the December Board meeting.

Skateland Appeal: We received notice on September 29, 2022 that McCoy lost their appeal with regards to the district's sale of Skateland. The court dismissed the case as follows: "The appeal is dismissed as moot under Illinois Supreme Court Rule 305(k) (eff. July 1, 2017) because the subject property passed to a nonparty pursuant to a final judgment and respondents did not perfect a stay within the time for filing the appeal." See Attached Appellate Court Judgement.

STAFF REPORTS

Recreation Board Report - October 2022

Kristin Knutson – Superintendent of Recreation and Facilities
Angela Brown – Program and Facilities Manager

Recreation Programs

Our recreation team is hard at work planning for our winter/spring brochure as well as working on the 2023 budget, which means we are starting to look at special events for 2023 also.

As October is wrapping up, our preschool teachers are already preparing for our end of the year festivities for the students. We will be hosting an Open House in the upcoming month for parents to come and see what the kids have been doing in class since the start of the school year. Our Early Childhood classes will be starting their last session for the 2022 year. We hope to see these participants in our upcoming preschool year!

Our Youth Musical Theater Production is in full swing with weekly rehearsals for Beauty and the Beast Jr. The big show will be on December 10th at noon at MCHS Performing Arts Center. Currently we are coordinating a shirt order to reward the children for their hard work, which doubles as a marketing piece for us, as well as learning the ticket sales system so that the entire show process is smooth and easy for the parents and participants.

Special recreation programs have been busy this Fall. In the beginning of October, we ended our 4-week Fit with Friends fitness program. This was our first special recreation program of the season. During the program, we were able to get some action shots of our participants as well. On October 1st, we hosted an indoor Special Needs Family Movie Night at the Field House. Families really enjoyed this event and watching Hotel Transylvania. We had 8 families in attendance at this event. The movie night allowed families to connect with others in the community who also have a family member with special needs.

We have partnered with District 86 to host a Self Defense class/demonstration/seminar for the visually impaired and their families. We will be in talks with them about turning this into a class here at the Park District.

On October 12th we hosted a group of students from the Minooka REACH program. These students are enrolled in special education courses through the school. They came to the park district for a community trip and students had an opportunity to tour our facilities and discover what types of recreation activities we offer. In addition to touring our facilities, students also created a craft and played Bingo. In total, 14 participants attended and 4 staff. During the next program season, more events like this will be occurring.

The second session of group fitness classes started in October. We offer 3 options for attending group fitness classes, participants can walk in and pay, register for a specific class, or register for an unlimited pass. Our most registered programs for this session are Forever Fit, Cardio Kickboxing and Pilates. Yoga and Total Body Strength are popular walk-in classes. Pickleball came back indoors on October 3. We are offering open play for all levels Monday/Wednesday/Friday from 930am-1230pm, and on Sundays from 8am-11am. We are offering competitive play on Thursdays from 930am-1230pm. The gym has been FULL of players. We have thirty-seven participants with Pickleball Punch Cards. Youth Pickleball is taking place on Sundays outdoors, currently. We have six participants enrolled

Co-Ed Instructional Volleyball League is set to begin on November 1. We currently have 23 players enrolled in our 3rd-5th grade league and 7 enrolled in our 6th-8th grade league. This is the first year for the 6th-8th grade league, and I feel after tryouts happen in the next week or two, those numbers will grow. Practices will be Tuesdays and Thursdays and games will be Saturdays. Volleyball Bootcamp Session 1 is wrapping up with fifteen participants. Session 2 will begin October 25 and currently has 5 enrolled.

Off-Season Girls Softball Clinic is starting on November 2. It will be taught by Coach Bill Mikuska again. We currently have 12 participants in the 5–8-year-old class and 13 participants in the 9-13 year old class. This will take place on Wednesdays.

Private tennis lessons have taken off with 2 players consistently taking lessons, one for 60 minutes and the other for 30. Tennis Town launched another session starting on October 12 (Wednesdays) and October 15 (Saturdays). We currently have 20 participants, aged between 5-14, between the 2 days.

Whiffle Mania will be wrapping up on October 21. This class had 14 participants and they are all ready to come back for another session in the Spring!

Our October Community Event of "Hayrides and S'mores Galore" complete with spooky stories told by MCHS theater students was unfortunately rained out. All supplies are being saved and added to Channaholidays to enhance that event. Planning for Channaholidays is underway.

Dimensions Fitness Center

We currently have 685 members for October. Of those members, 454 are on our EFT payment program.

Between Annual, 3 months, and 1 month track memberships, including seniors, we currently have an additional 121 members.

We have nine police/firefighter memberships, as well.

Fitness Center members that scanned in:

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2019	6046	5467	5725	4932	4376	3528	3785	3576	3267	3916	5285	5357
2020	7402	6703	**3113	-----	-----	45	1947	2027	2139	2681	2693	3184
2021	4007	3985	3456	2764	2353	2701	2543	2504	1973	2257	2945	3483
2022	4559	4017	4363	3899	3172	2919	2988	3148	2590	1534		

2019 total scan ins 55,263

2020 total scan ins 31,934 (Covid-19 year)

2021 total scan ins 34,955

*October numbers ran through October 17 @ 1:00pm

Therapeutic Recreation

Special recreation programs have been busy this Fall. In the beginning of October, we ended our 4-week Fit with Friends fitness program. This was our first special recreation program of the season. During the program, we were able to get some actions shots of our participants as well.

On October 1st, we hosted an indoor Special Needs Family Movie Night at the Field House. Families really enjoyed this event and watching Hotel Transylvania. We had 8 families in attendance at this event. The movie night allowed families to connect with others in the community who also have a family member with special needs.

Lastly, on October 12th we hosted a group of students from the Minooka REACH program. These students are enrolled in special education courses through the school. They came to the park district for a community trip and students had an opportunity to tour our facilities and discover what types of recreation activities we offer. In addition to touring our facilities, students also created a craft and played Bingo. In total, 14 participants attended and 4 staff. During the next program season, more events like this will be occurring.

We are having our joint SRJC board meeting with Joliet Park District on Wednesday, October 19th.

Pavilions

Rentals for 2022 from May 1 thru Oct 31 totaled 166 pavilion reservations with approximately 6,000 people enjoying the park adding up to \$9360 in usage fees collected.

Marketing Board Report – October 2022

Jennifer Mensik, Director of Marketing & Development

Ronald D. Lehman Community Park

The Ronald D. Lehman Community Park signs are up at Community Park! We will get photos taken with Ron and get some PR out.

Sponsorships & Advertising

A solicitation for Channaholidays, our joint event with the Village of Channahon and the Three Rivers Public Library, will go out this week. We have a new advertising banner in the Field House for Proven IT. The advertising fee for the banners is \$750. The banners are up for one year.

StoryWalk at Arroyo Trails

The StoryWalk at Arroyo Trails that was funded by the Channahon Township will be installed soon. We have received three quotes to install. After the quotes have been carefully reviewed and any questions answered we will move forward with the installation. Once installed we'll take photos of the Channahon Township board members at the StoryWalk and get some publicity out on it.

Potential Referendum

We are heavily marketing the survey deadline to get as many surveys completed as possible. In addition to, as we've received questions through social media, email and the informational open houses we're adding those to the FAQs on the [webpage](#).

Commemorative Tree and Bench Program

Two benches and one tree are being added at Community Park through our Commemorative Bench and Tree Program. One is in place overlooking the tee box on hole 18 of the Disc Golf Course. The other bench will be placed with a tree facing our annual fireworks display.

Program Guides

A graphic designer has been secured for the 2023 Winter/Spring Program Guide. The Winter/Spring Guide will be delivered just before Christmas, registration begins December 27. A request to print the three 2023 Program Guides will go out early November with the results presented at the November Board Meeting.

Parks Vehicle Logos

We're all set to have the old logo removed from Parks' vehicles and replaced with our new logo at Harmonic Design in Channahon.

Abigail Anderson, Marketing Coordinator

Social Media

The Park District has the following number of likes on each respective Facebook page:

- Channahon Park District (main page) – 8,660
- Heritage Bluffs Public Golf Club – 1,770

Fall is in full effect in Channahon! With programming in full swing and the holiday season around the corner, there is a lot happening across the District!

Channahon Park District Special Recreation Facebook Page

The Channahon Park District Special Recreation Facebook Page was created last month. Since then, we have found several community groups to connect with to try to spread the information about the new programs. We got content at the Fit with Friends program and the post performed well, with this demographic it is important to show the programs and that they are being utilized. We are currently promoting our Holiday Crafting event at the beginning of December!

Special Events

We are preparing to launch Week of Giving this week. The Week of Giving is the Park Districts one weeklong philanthropic event that gathers food, hygiene supplies, cold weather gear, and more for local organizations and families in need. Preparations are also in the works for Channaholidays which will launch on social media at the end of the month as well.

Potential Referendum

Social media is playing a big part in distributing information and answering questions about the potential referendum for 2023. We are using social media to help point community members back to our website where there is a landing page dedicated to all the information about a potential 2023 referendum. We are also monitoring the local community pages for citizen responses to the recent mailers. There have been a mix of responses, but we continue to see support for the park district. We are also currently using social media to remind community members to fill out and return their Public Opinion Survey before the Monday October 24th deadline.

Information Open Houses

Social media has also been used to promote both the in person and virtual informational open houses for the potential 2023 referendum. These events were shared on our pages as well as to community groups to inform as many community members as possible about the potential referendum and the open houses.

The American Dream TV

The Arroyo Trails and Heritage Bluffs feature with American Dream TV has now aired! The feature came out beautifully and we are excited for the exposure it brings to the park district and to the area in general. If you are interested in viewing it, it is available on both the course and the districts Facebook pages! If you are not on social media, please feel free to reach out to Abigail and she will send you a link!

Golf Board Report – October 2022

Michael Huber, Director of Golf Operations

While our leagues and high school golf have officially ended, our outing and event schedule remains strong through the month of October.

We are currently moving into the planning phase for 2023. We have started work on our budget and will continue that for the next two months. We are also working on our operating plan for 2023. 2022 has been an exciting year with our facility reopening, golf remaining strong and our introduction of some social event programs. We will spend the next few weeks evaluating 2022 and adjusting and planning for 2023. We are finding that our facility is in high demand for many different types of functions and will have to continue to evaluate what is the best operating model for our financial success.

We are working to get our golf simulators installed before Thanksgiving. We anticipate that simulators will be a big hit as many people are asking when they will be up and running.

Our financial position is good after September. We have generated \$1,597,780 in total revenue; golf - \$1,276,918 and F&B – \$320,862, through the month of September. That is \$97,749 better than a year ago. Our expenses are higher than last year, which was expected and budgeted. We have spent \$1,370,054; golf – \$530,332, golf maintenance - \$502,530 and F&B - \$337,192, through September. That is \$192,557 more than a year ago. We currently have a net profit for the year of \$227,726 through September. That is \$122,737 behind last year, but still a great number as this year we had a lot of startup expense for the renovated clubhouse.

October is looking good on the revenue front. Through the first 19 days of the month, we have generated \$127,512.83 in revenue. Golf haws accounted for \$97,201.74 and F&B has accounted for \$30,311.09.

Abigail Anderson, Marketing Coordinator

Fall is alive at Heritage Bluffs Golf Club. From the colors on the trees and festive beers in the fridge to the Offseason Rates change, we are fully in fall!

Special Events at the Clubhouse

After hosting several park district/foundation related events at the clubhouse, we are now using that content to promote the clubhouse as a venue for events. The posts have been popular, and we have seen that translate to email inquiries as well.

F&B Service

A big focus of ours since re-opening the clubhouse has been to feature our food and beverage service. This includes spotlighting specific menu items, our draft beer selection, and the dining spaces themselves. The hours of operation have slowly been able to expand, and we are working to promote it as an option for lunch as well as an early dinner.

The American Dream TV Show

Our feature with American Dream TV has now aired! The feature came out beautifully and we are excited for the exposure it brings to the course and to the area in general. If you are interested in viewing it, it is available on both the course and the districts Facebook pages! If you are not on social media, please feel free to reach out to Abigail and she will send you a link! Football Sundays – We are currently promoting the clubhouse as somewhere to watch NFL football on Sundays. We have the TVs with the games available and this is an option that does not depend on weather as we head into fall. This is an opportunity to showcase our F&B services and get non-golfing community members into the clubhouse.

Offseason Rates

The course has now switched to its Offseason Rates for the remainder of the year. The website has been updated to reflect these rates and they have been pushed on social media with posts and boosted ads. As the weather turns, we will be promoting the lower rates to help get more golfers onto the course and keep golf in the front of people's minds as not just a summer sport.

John Nugent and Dave Roberts, Golf Grounds Operations

As summer ended, so did the rains. The drier fall has provided us with some good golfing weather, and we continue to see a large volume of play. As we are coming into frosty mornings, the turf will begin to shut down growth and start preparing itself for winter.

Current tasks:

- Continued adding seed/soil/sod to cart path edges
- Began fairway solid tine aerification
- Continued irrigation repairs
- Continued greens venting aerification program
- Continued clubhouse landscape maintenance
- Continued seasonal equipment maintenance
- Continued day to day course set up for play
- Continued plant protectant applications throughout the course
- Continued tree pruning projects and over cart paths
- Finished invasive woody pesticide applications
- Continued granular fertilization of the course
- Completed greens core aerification and cleanup
- Began 2023 budget preparations
- Began cart path crack filling

Weather in the Midwest is very unpredictable. Temperatures and rainfall can have drastic differences from year to year. Even with this year's wet spring and summer, we have continued to see a reduction of organic matter in our greens. This is very promising for us. The newer products, that we have incorporated into our agronomic plan, are working as expected to reduce the organic matter in our greens. This is very important for the continued playability improvement of our putting surfaces and turf root health.

Parks Board Report – October 2022
Pat Fox, Director of Park Grounds and Facility Maintenance Manger

Things are starting to wind down as we approach our last quarter of the year. With the dry conditions we have limited our mowing crew to every other week as the dry and cooler conditions are slowing the growth of the turf. We will be wrapping up the cutting in 2 weeks and then every now and then to mulch up the leaves.

Soccer will be finishing at the end of October and flag football will be finished the second week of November. Once our fields are done for the season, we will core aerate the turf. We have started cleaning up our flower beds already since we shut down our water truck and getting it ready for winter.

Since the mowing crew has slowed down it has given us time to start servicing our summer equipment as we start to prepare for the winter season. We will be getting our winter equipment ready here in the next couple of weeks.

The pool is officially done and winterized. After accessing the pool, I feel good going into next year's season with minimal things to address in the spring. The outbuildings will be shut down by the end of the month and lines will be blown out and rv antifreeze added to the floor drains.

HVAC units will be checked out for the heating season and filters will be changed out at the same time. I will be having the septic system pumped out at all locations in the next couple of weeks. Just think only 28 weeks until the pool opens, think warm thoughts.

People for Channahon Parks Foundation – October 2022
Jennifer Mensik, Director of Marketing & Development

Nine & Wine... & Brews Too

The Foundation's newest event was held Friday, September 23 with eighty-eight golfers and 14 After Party participants. The event was successful in raising more than \$10,000 and saw many new faces at the event. The Foundation is planning on holding the event again in 2023 with more effort in obtaining sponsorships, which was low for this event. Hollywood Casino has traditionally been a major sponsor in Foundation events where it was not for this event. The GM that we had been working with has moved on from Hollywood and new one has yet to be announced. There were several attempts to contact other staff regarding Nine & Wine, however we were not successful in getting a response.

Putts & Suds

The Foundation's next event, Putts & Suds, will be held on February 25, 2023. Registration begins November 1. New registration software will be used to improve the registration process.

Arroyo Trails

A final list of items and tasks for Arroyo Trails is being created. Included are the StoryWalk (going in this fall), permanent restrooms (funded by a Rebuild Illinois Grant), Band Shell, Board Walk Extension/Covered Bridge and additional/replacement signage.

Website

A new password protected web page has been created for Board and Committee members to improve communication and use as a resource. Board members were given a QR code and password to get to the page and get access to the information posted there. The page includes the last two years quarterly meeting agendas and minutes, their strategic planning process, event updates, Arroyo Trails information and more.

Donor Appreciation

The annual Donor Appreciation was held October 15, 2022 at Heritage Bluff Golf Club. The 2022 ExxonMobil Individual and Corporate Community Philanthropic Awards were presented by Pete Colarelli, Midwest Public Affairs Manager at ExxonMobil, and the People for Channahon Parks Foundation.

John and Aileen Cotter were recognized as the 2022 ExxonMobil Individual Community Philanthropic Award recipients. Their daughters, Marsha Simotes and Brenda VanAsdlen, were in attendance to receive the award on behalf of their parents.

The 2022 ExxonMobil Corporate Community Philanthropic Award was presented to Constellation, which is the nation's largest producer of carbon-free energy and the leading competitive retail supplier of power and energy products and services for homes and businesses across the United States.

Strategic Plan

The process for the Foundation's new Strategic Plan has begun with the facilitator, Chuck Balling, meeting with the park board, lead staff, then meeting with the Foundation board October 22. This will help guide the Foundation in its future direction as Arroyo Trails is wrapping up.

Quarterly Board of Trustees Meeting

The Foundation will next meet January 12, 2023.

OLD BUSINESS

NEW BUSINESS

- A. Ordinance #393. Motion by Commissioner Lehman, second by Commissioner Geldean approving Ordinance #393 providing for the issue of approximately \$840,925 General Obligation Limited Tax Park Bonds, Series 2022. Upon a roll call vote, the following Commissioners voted aye: Geldean, Lehman, Babich, Caldwell, Clower. Motion carried 5-0.
- B. FY2023 Health Insurance Renewal. Motion by Commissioner Babich, second by Commissioner Clower approving FY2023 Employee Health Insurance Plan through PDRMA – BlueCross/BlueShield. Upon a roll call vote, the following Commissioners voted aye: Clower, Caldwell, Babich, Lehman, Geldean. Motion carried 5-0.
- C. Review and Approval of NRPA Conference Expenses. Motion by Commissioner Geldean, second by Commissioner Clower to approve the 2022 NRPA Conference Expenses. Upon a roll call vote, the following Commissioners voted aye: Clower, Caldwell, Babich, Lehman, Geldean. Motion carried 5-0.
- D. Approval to hire a Real Estate Agent. Motion by Commissioner Geldean, second by Commissioner Clower to hire a real estate agent to sell the district's townhome. All Commissioners present voted aye: motion carried.

- E. Golf Simulator. Motion by Commissioner Lehman, second Commissioner Clower to purchase and install two golf simulator bays from Computer Sports in the amount of \$28,600. Upon a roll call vote, the following Commissioners voted aye: Lehman, Geldean, Babich, Caldwell, Clower. Motion carried 5-0.
- F. Golf Simulator Equipment. Motion by Commissioner Lehman, second Commissioner Geldean to purchase equipment for dual golf simulators in the amount not to exceed \$16,800. Upon a roll call vote, the following Commissioners voted aye: Caldwell, Babich, Geldean, Lehman, Clower. Motion carried 5-0
- G. Approval of IAPD Credential Certificate. Motion by Commissioner Geldean, second by Commissioner Babich to approve Illinois Association of Park District Credentials Certificate. All Commissioners present voted aye: motion carried.

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Clower, second by Commissioner Geldean adjourn the meeting. Upon voice vote all Commissioners present voted aye. Motion carried. Note: Next meeting is November 21, 2022.


Michael J Leonard, Secretary