

CHANNAHON PARK DISTRICT

Minutes of the September 26, 2022 Regular Meeting of the Board of Commissioners

CALL TO ORDER

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

COMMISSIONERS PRESENT: Clower, Babich, Caldwell, Geldean

COMMISSIONERS ABSENT: Lehman

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

GUESTS PRESENT: No Guest

APPROVAL OF MINUTES

The minutes of the August 22, 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 August 22, 2022. All Commissioners present voted aye: motion carried.

CORRESPONDENCE

Thank you note from rideATAXIA.

COMMISSIONER'S REPORTS

TREASURER'S REPORT

Executive Tim Gavin, Laughterbach & Amen, reviewed and presented the August 2022 Treasurer's and August 2022 outstanding bills for approval. Motion by Commissioner Geldean, second by Commissioner Babich 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: Babich, Clower, Geldean, Caldwell. Motion Carried 4-0 Absent: Lehman

EXECUTIVE DIRECTOR'S REPORT

Executive Director reported the following:

People for Channahon Parks Foundation Strategic Plan: The People for Channahon Parks Foundation are developing their strategic plan for 2023-2028. As part of that process, the People for Channahon Parks Foundation, via their consultant Chuck Balling, is reaching out to both the park district leadership team and board to share information and solicit your input as they develop their new plan.

Meetings have been scheduled at the Arrowhead Community Center for Monday, September 26, 2022. The Leadership Team will meet at 2:30 PM and the Park Board at 4:00 PM. Please take the time to complete and return the attached questionnaire no later than Friday, September 23 to chuckballing@comcast.net

Chuck Balling will also be setting up interviews with Commissioners that are unable to attend the focus group meeting on the 26th.

Henneberry Park Public Meeting: The park district held a public meeting on Monday, September 12th, seeking input from residents on proposed improvements to the park. Fifteen residents showed up and provided input on the plans. Residents interested in providing input on the plans but were unable to attend the public meeting can complete a brief online survey: <https://bit.ly/3eWksNv>

Woods of Aux Sable Park: Construction is progressing at a steady pace. Next week George's Landscaping should finish the installation of the playground, which will be followed by concrete work, with the final stage of construction being landscaping. I anticipate the park being open by mid-October. (See attached pictures)

Public Engagement: The second newsletter will be mailed, within the week, to homes of all registered voters in Channahon, providing information on the district's capital improvement plans. The mail survey will be sent out at the end of next week (see attached).

The district will also be hosting three Informational Open House Public Meetings on the following dates:

Wednesday, September 28th, 7 pm at the Arrowhead Community Center

Monday, October 3rd, 7pm at the Arrowhead Community Center

Tuesday, October 11th, 7pm at the Arrowhead Community Center

Townhome Public Hearing: The public hearing for the sale of the townhome is scheduled for 9:30 am on Wednesday, October 12, 2022.

STAFF REPORTS

Pat Fox, Parks & Facility Maintenance Manager

Fall is a busy time for Parks and Facility maintenance, everything that we worked so hard in the spring to get up and running is now a process of dismantling and winterizing for the winter.

First on the list is Tomahawk Aquatic, it was a wonderful year and unbelievably the 30-year-old pool did very well with no mechanical glitches. Painting the pool this spring made a significant difference in our water clarity and it helped also on chemical consumption. With the hot temperatures that we had this summer we still came in under budget on pool chemicals. As we dismantle and get ready to winterize the pool, this is a suitable time to access the mechanicals and any maintenance that must be done for next year's pool season.

Facility maintenance will be looking at our heating units soon to make sure that they are ready for our winter season. Staff is replacing and putting in a new ejector pump in the basement of the golf cart pen. We will be pumping the septic tanks at golf maintenance, golf clubhouse (first tank only) ACC/TAC, Central Park concessions, and Park maintenance buildings.

Parks have our soccer fields ready for our fall session, baseball fields for our programs and the Junior High boy's baseball and girls' softball. We are down to just three people (our full-time staff) so we must prioritize jobs as they come up, naturally our programs that people are paying for and safety issues, everything else we must work from a list. Parks also must winterize the splash pad and Arroyo trails water pad. We still have plenty of grass to cut usually to November weather dependent. Our winter equipment must be serviced and ready for the first snow fall. We have started to spray our sports turf, after we will core aerate the fields and then put a fall fertilizer down. Our baseball fields can still use some baseball mix (on all our fields), that may or may not happen depending on the weather. Looking forward to a nice fall season and hopefully a good long extended summer, we have a lot of work that still must be done.

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

Recreation Programming

Another school year has begun for the Kids Connection Preschool program, and we are running all seven of our classes. Our 4-year-old program is nearly full; the 5-day program has seventeen out of twenty students enrolled, the 3 days AM program has 38 out of 40 students and the PM has 10 out of 20 students. The 3-year-old program is close to full as well. The 2 days AM program is full at 32 students and the PM has fourteen out of sixteen students enrolled. The teachers are getting the kids to know each other and become comfortable coming to school. Within the next month, our preschoolers will be visiting Heap's Pumpkin Patch, getting a visit from Firefighter Cindy, taking class photos, and getting excited for our Halloween Parties!

This fall instead of offering one, eight-week session for our Early Childhood classes, we are now offering two, six-week sessions. At the end of each session, I do my best to send out a class survey and ask the parents what else they would like to see the Park District offer. The consensus was to offer more Early Childhood classes for the kids that have older siblings in Preschool at the same time, so then parents do not have to leave and come back.

The After School program is continuing to grow! Our count as of September is twenty-six regular participants. Galloway has been great to work with, however when the referendum passes, it will be great to finally have our own space for a growing program.

Youth Musical Theater is back! We announced our production at Three Rivers Festival and 1 month later we have twenty-three children ages 6-13 registered and cast in roles for Beauty and the Beast Junior. They will rehearse every Sunday afternoon at the field house and perform in December at Minooka Community High School Performing Arts Center. We are excited to bring back youth theater!

Our Scarecrow Adventure Trail is being decorated this week with twenty-four scarecrows for all to enjoy. Scarecrows will remain up through the week of October 12.

Preparations for Hayrides S'mores Galore are underway. We had some assistance from the library in finding books with appropriate stories for our story tellers to share, which are volunteers from the Minooka High School Speech and Drama Teams.

Now that Three Rivers Fest is roughly a month behind us, a wrap up meeting will be held. Our new fest liaison and event coordinator will be attending the meeting and officially taking over the fest responsibilities of the park district. Deb Kennedy, an active park district employee and community member has filled this role for the district and is doing a fantastic job with special events, the fest, and her first foundation event, The Nine and Wine.

Fall Soccer has started. The first game was Saturday, September 10. All is going well, the park is FULL on Saturdays, and kids are loving it!

Flag Football has started! We rained out week 1, September 11, but have been making those games up during the week. The first games were on September 18. Several emails came through about the new referees that were hired and how great of a job they are doing. The field is packed with parents and spectators!

Beginner Cheer began on September 21. That class is full of thirteen participants!

Coed Instructional Volleyball started on September 13. That program runs on Tuesdays and has nineteen participants enrolled.

Tennis Town for 8–10-year-old is running on Wednesdays and Saturdays with twelve enrolled.

Recreation Facilities

Dimensions Fitness Center

We currently have 690 members for September. Of those members, 441 are on our EFT payment program.

Between Annual, 3 months, and 1 month track memberships, including seniors, we currently have an additional 119 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	1505			

2019 total scan ins 55,263
2020 total scan ins 31,934 (Covid-19 year)
2021 total scan ins 34,955

*September numbers ran through September 20 @ 9:50am

Therapeutic Recreation

Special recreation programming has officially started. We are almost done with our first 4-week session of Fit with Friends. We are getting closer to the date of our inclusive indoor movie night on October 1st. This event was created for families who have an individual with special needs. We are continuing to market the rest of our special recreation programs happening over the next few months.

The fifty-five & Better programs have been growing in number. The seniors really enjoy the Brunch & Bingo program. Last month we had twenty-four people sign up and our maximum is thirty people.

Kristin and Christine will be attending the quarterly SRJC management committee meeting on September 29th. Representatives from the Joliet Park District and the Channahon Park District meet quarterly for operational discussion of SRJC.

Projects

We are still in the process of researching options for the security door system for the field house. We are waiting for samples of the disc fob to be submitted by both agencies so we can make an informed decision on what software we want to use. Once we have fully vetted the hardware, we will move to get the software and installed and launch our new system. We are hoping to have this all up and running prior to the busy season which typically picks up by November.

Mike Huber, Director of Golf Operations reported the following:

We are having some issues pulling our historical weather data this month so we will get back to reporting on playable days once that is resolved.

Our season is moving into the late stages, but we are still seeing strong golf play. We still have many of our leagues playing even though most of the leagues have officially ended, we have worked with them to extend their season. High School golf is ending in the next couple of weeks but we have been happy to host both the Minooka Community High School boys and girls golf teams for practice, matches and invitationals this year. Our outing schedule has hit a feverish peak as many groups are playing in September and October.

Our financial position is good after August. We have generated \$1,365,018 in total revenue; golf - \$1,088,478 and F&B - \$276,540, through the month of August. That is \$71,467 better than a year ago. Our expenses are higher than last year, which was expected and budgeted. We have spent \$1,164,570; golf - \$458,242, golf maintenance - \$438,561 and F&B - \$267,767, through August. That is \$141,142 more than a year ago. We currently have a net profit for the year of \$200,448 through August.

September is looking good on the revenue front. Through the first 22 days of the month, we have generated \$217,645.50 in revenue. Golf has accounted for \$168,887.16 and F&B has accounted for \$48,758.34.

Our GPS system has been installed and we are getting a lot of great feedback from customers. We also love the operational information that we know have from the system and have found it extremely helpful. We can now proactively exchange carts with customers, if their batteries are getting low, instead of the cart dying and being reactive. Customers have loved that we can do that and appreciate not having the cart die on them. We have begun work on the Geo-Fencing which will help us avoid cart traffic damage around tees and greens and keep carts out of native areas, so they are not damaged. There has been a bit of a learning curve for some customers that have entered restricted areas, but we have been able to help them.

Our Summer Sunset Concert Series was an enormous success and very well received by the community. We ended up adding two dates in September, which produced our largest crowds of the year.

Abigail Anderson - Golf Marketing

Summer at The Bluffs has rolled right into September with a steady pace! The weather and the clubhouse have helped keep this season moving along like summer!

Summer Sunset Series on the Patio – After a successful first season, the decision was made to add two more shows to our Summer Sunset Series on the Patio! We received several emails and DMs asking for more music and the community responded positively to the added shows!

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. With the modern furniture, the patio photographs beautifully and has been a big selling point on the internet! We are promoting the expanded hours as well since that was something that community members asked for.

Nature Spotlight – At the Bluffs, our connection to nature is something that sets us apart from other local courses. The Green Committee has been working on introducing Black-eyed Susan's (an indigenous wildflower) into the landscape to help control the mosquito population. We have been covering this on our social media channels as well to let the community know about our sustainable and innovative practices.

The American Dream TV Show – At the very beginning of the month Haley and Julie from RE/MAX and The American Dream TV Show came to the course to film a feature about Heritage Bluffs. The feature will show an interview with Board President, Chris Caldwell, as well as footage of the new clubhouse, aerial views, and other features of the course! We shared behind the scenes content on our social media, and we will share when it airs on social media as well.

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 the weather as we head into fall. This is an opportunity to highlight our F&B services and get non-golfing community members into the clubhouse.

John Nugent and Dave Roberts - Golf Ground Operations

Rains have still been significant; however, the cooler nights are good to see. As the warmer weather moves out, we have begun work to prepare turf for winter and redevelop root systems for next season.

Current tasks:

- Continued spraying weeds
- Continued adding seed/soil to cart path edges
- Continued course drainage installation and repair
- 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 over cart paths
- Continued invasive woody pesticide applications
- Begun granular fertilization of the course
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As the high school and college help has returned school, our labor force has been drastically reduced. We have completed many projects this season and will continue as we have availability from our student staff. We are already beginning to see the reduced cart traffic in high profile areas as the geo-fencing is coming online. Thanks to Mike Huber for the work he has been doing to get that going. We are starting the final stretch and pushing for a strong finish to the season.

Marketing & Development Report:

Jennifer Mensik, Director of Marketing & Development.

Ronald D. Lehman Community Park: The Ronald D. Lehman Community Park signs delivery has been pushed back due to the manufacturers staff shortage issues. The signs will be delivered in October, an exact date has not been set. We will get some PR out on it around that time with photos of Ron next to one of the signs (Community Park has two signs).

Sponsorships & Advertising: A solicitation for Channaholidays will go out late October.

Story Walk at Arroyo Trails: The Story Walk at Arroyo Trails that was funded by the Channahon Township will be installed in October. I am currently getting quotes for the post installation. Once installed we will take photos of the Channahon Township board members at the Story Walk and get some publicity out on it.

Potential Referendum: After the letter informing our residents that the Park District was considering a referendum there has not been much chatter on social media and what was there was about 50%/50% positive/negative. Most of the negative focused on incorrect information. We've built a [webpage](#) with details of what the referendum would entail, our strategic plan, and the projects included in the renovation and improvements plan.

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) – 8,602
- Heritage Bluffs Public Golf Club – 1,751

Summer is officially winding down and fall is taking its place! September brought with it the first fall programs and events for the season, like Potato Festival and the return of our top early childhood programs.

Channahon Park District Special Recreation Facebook Page: This month we launched a dedicated Special Recreation page to help build and promote our growing special recreation program. So far, we have used the page to introduce Christine, collect data and input from the community, and share about our innovative programs and special events geared towards the special recreation community. We are utilizing Google Forms to help collect information about wants and needs in the community and are hoping to use that information going forward to help increase participation within the program.

Special Events: Fall is always busy with special events and September kicks that off with Potato Festival! This year we saw more than three times (2021 – 885, 2022 – 2.8K) responses to the event on Facebook and that reflected in the attendance at the event as well. September also has the Foundation's fundraiser – Wine & Nine. We are utilizing the foundations social media as well as the district and The Bluffs pages to help promote this new event.

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.

Public Input Meeting for Henneberry Park: Social media was used as the primary way to invite members to our Public Input Meeting for the potential Henneberry Park renovations. The event page was visited by just under eight hundred people and it was shared to both our main park district page as well as specific community pages (Hunter's Crossing Subdivision page).

Fall Programming: September saw the return of some of our most popular programs, as well as some new ones! Early Childhood classes started back up the week of September 12 with several programs filling. We are also introducing a new youth athletic, Whiffle Mania, at the end of the month that is over halfway full already and performing well on social medias.

People for Channahon Parks Foundation – September 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. Course challenges included a relay race and hit the target on the fairway. Golfers were also given a Mulligan on one hole where they could use a lacrosse stick if their driver were not cooperating with them.

Putts & Suds: Putts & Suds will be held on February 25, 2023.

Arroyo Trails: The Foundation was contacted by Pembina Pipeline Corporation, the parent company of Aux Sable, in June inquiring about sponsorship opportunities with the Foundation and at Arroyo Trails. They were sent a sponsorship packet for a band shell at Arroyo Trails with a \$100,000 request and Nine & Wine. Pembina has responded to the Nine & Wine event with a \$1,000 sponsorship. Pembina staff will be traveling to Channahon (company is located in Canada) to meet with Aux Sable staff and discuss the band shell.

Donor Appreciation: The Donor Appreciation is set for October 15 at The Bluffs. Two ExxonMobil Philanthropic Awards will be awarded to the Cotters and Constellation for their dedication to the community and the Foundation.

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 October 6, 2022.

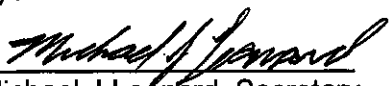
OLD BUSINESS

NEW BUSINESS

- A. Purchase of a John Deere 7500A Fairway Mower. Motion by Commissioner Clower, second by Commissioner Babich to purchase a John Deere 7500A Fairway Mower in the amount not to exceed \$80,000, financed over a three-year term. Upon a roll call vote, the following Commissioners voted aye: Clower, Geldean, Caldwell, Babich. Absent: Lehman. Motion carried 4-0.
- B. Approval of Game Time Invoice #PJI-0191853. Motion by Commissioner Geldean, second by Commissioner Babich approving Game Time Invoice #PJI-0191853 in the amount of \$85,575.72 for the purchase of playground equipment for Woods of Aux Sable Park. Upon a roll call vote, the following Commissioners voted aye: Geldean, Caldwell, Babich, Clower. Absent: Lehman. Motion carried 4-0.
- C. Approval of Georges Landscaping Inc Pay Application #1. Motion by Commissioner Clower, second by Commissioner Babich to approve Georges Landscaping, Inc Pay Application #1 in the amount of \$65,746.35 for the construction of Woods of Aux Sable Park. Upon a roll call vote, the following Commissioners voted aye: Caldwell, Babich, Clower, Geldean. Absent: Lehman. Motion carried 4-0.
- D. Approval of Ordinance #392. Motion by Commissioner Geldean, second by Commissioner Clower to approve Ordinance #393 Open Space Standard. 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 September 26, 2022.


Michael J Leonard, Secretary