

CHANNAHON PARK DISTRICT

Minutes of the August 28, 2023, Regular Meeting of the Board of Commissioners

CALL TO ORDER: The meeting was called to order by Commissioner Caldwell at 5:00 p.m. at the Park District offices.

Roll call for attendance was taken.

COMMISSIONERS PRESENT: Scaccia, Clower, Caldwell, Babich, Lehman

STAFF PRESENT: Leonard, Mensik, Huber, Kehoe, Brown, Koszola, and Fox

Everyone present at the meeting recited the Pledge of Allegiance.

APPROVAL OF MINUTES

The minutes of the July 24, 2023, Regular Board were presented for approval. Motion by Commissioner Clower second by Commissioner Babich to approve the minutes of the Regular Board Meeting for July 24, 2023. All Commissioners present voted aye: motion carried.

CORRESPONDENCE

Rotary October Fest Tickets – fundraiser for the meal backpack program.

Minooka HS – Activity tickets for the FY 2023 – 2024 season.

PUBLIC COMMENT

Introduction of Madisyn Johnson the Districts new Accounting Clerk.

Presentation to Carol Moore as Employee of the Month.

COMMISSIONER'S REPORTS

Commissioner Scaccia mentioned that he appreciated that the sand from the pool project is being used at the golf course and the clubhouse roof repair is under way.

TREASURER'S REPORT

Commissioner Scaccia inquired about the status of looking at cost averaging in determining our electric bill. Director Leonard said there has been little progress on cost averaging however, he said he is looking into solar to reduce the District's energy cost.

Rick Kehoe, Business Manager presented the August 2023 Treasurer's and outstanding bills. Motion by Commissioner Lehman, second by Commissioner Scaccia to accept the August 2023 Treasurer's Report and authorize the payment of bills. Upon a roll call vote, the following Commissioner voted aye: Lehman, Babich, Caldwell, Clower, Scaccia. Motion Carried 5-0

STAFF REPORTS

Recreation Board Report – August 2023

Lauren Koszola - Program Manager

Summer Camp ended on August 4. Summer camp ran from June 5-August 4. There was a total of 539 participants that attended the Day Camp program. Sessions were broken up into three, three-week sessions. Each session we had an in-house entertainer come out, we visited the bowling alley and mini-golf course and had one off site trip. As always, our Tomahawk Aquatic Center was a big hit for the hot summer days. Staff sent out a survey to get feedback from participants and there were lots of positive comments about Day Camp. Revenue for summer camp was up this year and brought in \$241,185. After the Bell after school program started on Wednesday, August 16 with 25 participants enrolled. The After-school program is held at NB Galloway school. Staff have planned a lot of fun activities and games for the first couple of weeks.

Preschool and Early Childhood teachers and staff have been coming in to get the classrooms and curriculum ready for the school year. Preschool registration is going well with a total of 98 participants enrolled for the 2023-2024 school year with participants still registering. Preschool and Early Childhood classes will begin on Monday, September 11.

Soccer and Flag Football league begin practices the week of August 28. There are 24 soccer teams and 12 flag football teams this season. Staff held a coach’s meeting for both leagues on Wednesday August 23. There are a total of 268 participants in soccer and 147 in flag football.

On Wednesday, August 16, Park District staff helped run a craft table for the Three Rivers Festival Special Needs Day. Participants were welcomed to make a sand art project. The festival had over 1,600 participants registered for the day.

The one-mile Family Color Run was held on August 18 at Central Park. There were 188 participants enrolled in this event. Participants ran one mile while getting sprayed with color. At the end of the event, participants were encouraged to join Park District staff at the Family Stage at the Three Rivers Festival. The stage had DJ Base, a foam pit, and glow sticks.

Registration for Fall started on August 25. The Fall brochure was completed by marketing staff and sent to residents in the middle of the month.

Facilities and Safety Board Report – August 2023

Angela Brown – Facility Manager

Dimensions Fitness Center

Dimensions Fitness Center is in the middle of the summer downswing for facility use. We currently have 897 fitness center members and an additional 147 track or gym members. Of the fitness center members, 510 are EFT memberships.

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2021	4007	3985	3456	2764	2353	2701	2543	2504	1973	2257	2945	3483	34,955
2022	4559	4017	4363	3899	3172	2919	2988	3148	2590	3071	3585	4401	42,601
2023	6256	5694	6048	4406	3830	3669	3495	*1663					

in revenue. July revenues exceeded the prior year revenues by \$49,321. F&B revenue was \$22,979 more than the prior year. Golf revenue was \$26,342 better than prior year.

August is off to a good start on the revenue front. Through the first 22 days of the month, we have generated \$277,253 in revenue through our point-of-sale. That is \$37,067 better than the prior year through the same period.

P&L	2019	2020	2021	2022	2023 YTD	2022 YTD
Revenue	\$ 1,335,582.36	\$ 1,666,472.61	\$ 1,750,218.00	\$ 1,703,190.00	\$ 1,411,765.00	\$ 785,455.00
Expense	\$ 1,539,527.74	\$ 1,350,317.95	\$ 1,602,853.00	\$ 1,711,256.00	\$ 1,204,119.00	\$ 875,118.00
Profit / Loss	\$ (203,945.38)	\$ 316,154.66	\$ 147,365.00	\$ (8,066.00)	\$ 207,646.00	\$ (89,663.00)
				* 2022 included \$97,178 in Capital Expense that was paid for through the Operating Budget instead of Capital Budget to allow for other Capital Projects in the district to be completed.	*Thru July 2023	*Thru July 2022

Abigail Anderson - Golf Marketing

This summer has been a busy, and hot, one and that has continued into August! These final months of summer are sure to keep with the trend of being great up at The Bluffs!

Summer Programming – The last few sessions of our summer programs are finishing up. We have seen some of our biggest numbers ever this summer, in everything from SNAG golf to adults. This was a big summer for golf programming, and we are going to keep that rolling into our fall season with additional sessions of adult group golf lessons.

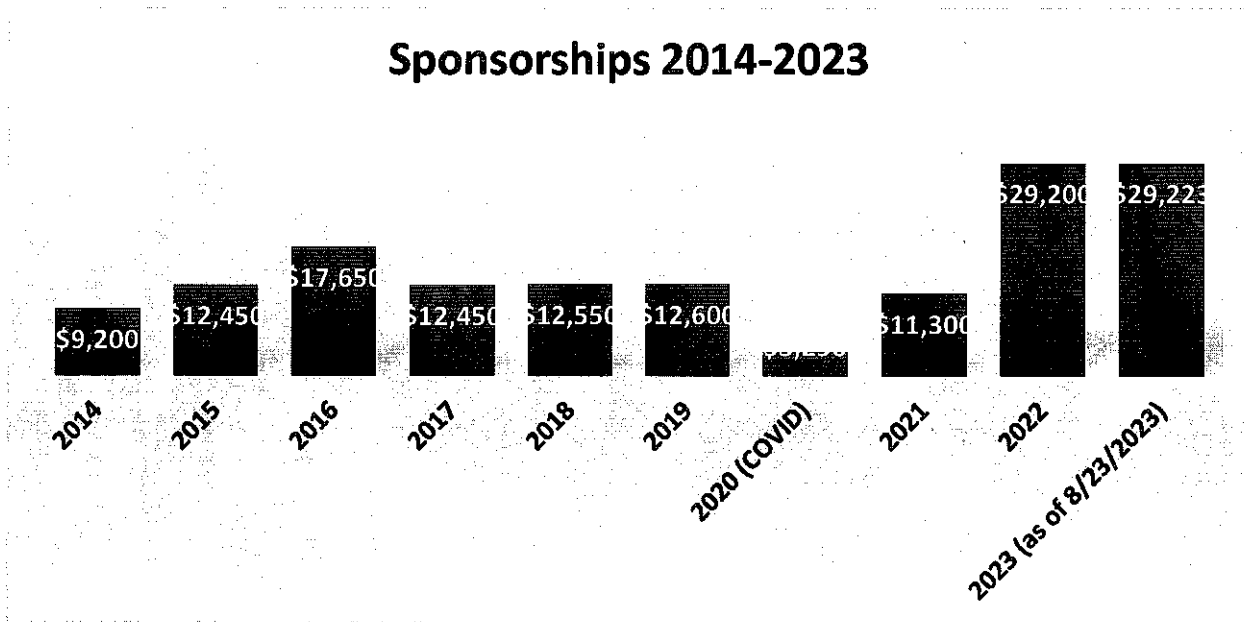
Summer Sunset Series – Our live music program for the summer is winding down with just a few weeks left. It has been a hit again this summer bringing people out and attracting non-golfers to the course. We will continue to promote it through these last few weeks as we close out the last few weeks of summer 2023!

Pop Up Events – We have added an additional Callaway Golf club fitting for next month that was posted last week. These have been busy events so we are hoping that will continue as we market this one.

Website Updates – Several updates have been made to the website this month, including readding our score card, updating the descriptions on the home page, and updating our events calendar through the website.

Sponsorships & Advertising

We have exceeded our 2022 sponsorship total! With three fall events that we are still seeking sponsorships for, we should exceed \$30,000.



2023 Fall Guide

Fall Guides were delivered to the Post Office August 22 and delivered to homes August 23 and 24.

Registration begins August 25.

Tomahawk Aquatic Center Capital Project

A marketing plan for the Aquatic Center Project is being developed. It will include a new facility logo, a large banner on the front of the building, updates on social media and the website, and more.

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) – 9,456
- Heritage Bluffs Public Golf Club – 2,163

Nine & Wine

The Foundation will be repeating their 2022 fall event, Nine & Wine, on October 6, 2023 at The Bluffs. Registration began July 17. As of August 23, there are 20 golfers registered. Last year there were 88 golfers and 16 after party participants. A sponsorship packet was sent out August 18. The ExxonMobil Philanthropic Awards will be presented at the event to Ron & Mary Ann Lehman and Ozinga.

Putts & Suds

The 2024 tentative date for Putts & Suds is February 24, 2024. Trustees are looking for a host location. Game Changers is not interested in hosting the 2024 event.

Quarterly Board of Trustees Meeting

The Foundation will next meet on October 12, 2023.

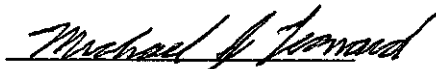
OLD BUSINESS

NEW BUSINESS

- A. FY2022 Audit. Wade Arthur, CPA, from Costabile & Steffens presented the FY2022 Audit to the Board of Commissioners. Motion by Commissioner Lehman, second by Commissioner Clower to approve the FY2022 Audit. Upon a voice vote all Commissioners present voted aye. Motion carried.
- B. Tomahawk Pay Application #2. Motion by Commissioner Clower, second by Commissioner Scaccia to approve Pay Application #2 for work completed on the Tomahawk Aquatic Center by Schaeffges Brothers in the amount of \$84,040.00. Upon roll call vote, the following Commissioners voted aye: Babich, Caldwell, Clower, Scaccia, Lehman. Motion Carried 5-0
- C. Personnel Policy manual – Attorney Edits & Updates. Motion by Commissioner Babich, second by Commissioner Clower to approve the Attorney Edits & Updates of the Personnel Policy Manual. Upon a voice vote all Commissioners present voted aye. Motion carried.

ADJOURNMENT

With no further business to come before the Board, Motion by Commissioner Scaccia, second by Commissioner Clower to adjourn the meeting at 6:28 pm. Upon voice vote all Commissioners present voted aye. Motion carried.



Michael J Leonard

Secretary