

Kankakee Valley Park District
Board Meeting
July 24, 2017

The Board Meeting was called to order at 5pm by Vice President Mullady. Those present for roll call were Commissioners M. Mullady, D. Tucker, B. Spriggs, and D. Skelly. Staff present: Executive Director, Dayna Heitz, Superintendent of Recreation, Melissa Woodard, Superintendent of Buildings & Grounds Rick Collins, and Attorney John Coghlan. Those absent were Commissioner A. Hollis. No public present.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

NA

COMMUNICATIONS

Written:

Merchant Street Music Fest

We support this event. They use our ticket booths and 20 picnic tables that they will pick up. There is an invite to attend a sponsor appreciation night.

KDS111 Back to School Bash

The KSD has their Back to School Bash. Maybe we should change the meeting so we can accommodate going to the event.

Sam Jordan

You have a letter in your packet. We had asked for a proposal and this is what he has submitted.

CONSENT AGENDA

Consent agenda for Monday, July 24, 2017 consists of board, committee meeting minutes, bills payable, financial statement, and Appointment of Auditors.

A motion to receive the consent agenda was made by Commissioner Skelly , seconded by Commissioner Tucker. Upon roll call vote the following Commissioners voted aye: M. Mullady, D. Skelly, D. Tucker, B. Spriggs. Absent: A. Hollis. With 4 ayes, 0 nays, 1 absent, motion carried.

A motion to approve the consent agenda, was made by Commissioner Skelly , seconded by Commissioner Spriggs Upon roll call vote the following Commissioners voted aye: M. Mullady, D. Skelly, D. Tucker, B. Spriggs. Absent: A. Hollis. With 4 ayes, 0 nays, 1 absent, motion carried.

A motion to approve the board minutes as amended of June 26,2017, Blue Ribbon committee Minutes of June 26, 2017, and Committee Meeting of June 12, 207; was made by Commissioner Spriggs, seconded by Commissioner Skelly. Upon roll call vote the following Commissioners voted aye: M. Mullady, D. Skelly, D. Tucker, B. Spriggs. Absent: A. Hollis. With 4 ayes, 0 nays, 1 absent, motion carried.

A motion to approve the bills payable and financial statements was made by Commissioner Skelly, seconded by Commissioner Tucker. Upon roll call vote the following Commissioners voted aye: M. Mullady, D. Skelly, D. Tucker, B. Spriggs. Absent: A. Hollis. With 4 ayes, 0 nays, 1 absent, motion carried. Director Heitz said that per the Historical society agreement we have 3 days to make payment so we did a transfer. That way Connie could meet payroll. SRA will be made via check that will be approved tonight.

A motion to approve the appointment of Knuttee & Assoc. as fiscal year 17-19 auditors was made by Commissioner Skelly, seconded by Commissioner Spriggs. Upon roll call vote the following Commissioners voted aye: M. Mullady, D. Skelly, D. Tucker, Absent: A. Hollis. Nay: B. Spriggs. With 3 ayes, 1 nays, 1 absent, motion carried.

OLD BUSINESS

NEW BUSINESS

Women's Club Governor's Tribute

They are at a point where they need to know where the tribute wall will be. We thought that Bird Park was the best. It would be up by the flagpole and garden area. We don't believe this is a place that would be vandalized. Commissioner Spriggs asked if they have given any thought to the building? Do you think the money might be well spent on repairing a faltering building that the club and park district participated in construction in? Or are you adamant about this project. Helen said the money was raised for this project specifically. They did help with stage curtains. That could be something we revisit. Commissioner Spriggs said we will work cooperatively in the future. Maybe together we could make the building more desirable. Commissioner Skelly said some of your group was very opposed to the project and some were very supportive. Has that kind of cooled off? Helen said there were some that just wouldn't help with the project. Their board voted for it. Commissioner Spriggs asked if we would have any input on the location? It won't be inside the flower garden.

A motion to approve the location for the Women's Club Governor's Tribute at Bird Park was made by Commissioner Spriggs, seconded by Commissioner Mullady. Upon roll call vote the following Commissioners voted aye: M. Mullady, D. Skelly, B. Spriggs. Nay: D. Tucker. Absent: A. Hollis. With 3 ayes, 1 nays, 1 absent, motion carried.

Commissioner Tucker asked were any other location considered? Small Memorial was considered. Commissioner Mullady said vandalism went into the thought process. Connie with the museum said Small Memorial might not be the best place. When they have festivals, they can't control the crowd. Commissioner Tucker said this location is chosen because it's safer? Commissioner Skelly said it's a crap shoot. This is a well traveled location and can be seen. Commissioner Spriggs said we have had several issues at the Civic during rentals. Lately the vandalism has been more at the Civic.

Tentative Budget & Appropriation Ordinance 1.76

This is for fiscal year of 2018. Director Heitz talked about the budget and appropriation. The appropriation is what we are allowed to spend legally. Gave you supplemental forms. They are more defined as far as line items and breaks down recreation by each entity we have. Aquatics includes the Splash Pad. We did not go with what had been planned from the previous year. We sat down and figured realistic revenue and actual expenses to be as accurate as possible. The levy we are receiving for this fiscal year, there will be a surplus in the corporate fund. We will transfer from corporate to rec fund. This will help balance the budget. There will be an positive of \$6,700, providing everything goes perfect in the budget. Would really like the opportunity to sit down with the commissioner one on one or all to go through the budget. Would like to talk about how we compiled the numbers. This is how we will move forward financially. To meet our normal payroll and bills. We should have another 90% of our taxes, between now and September when the 2nd payment is due. \$700,000 is going back out the door in December for the bond payment. From January through June we need \$100,000 per month to maintain just to make ends meet. We will only have \$300,000-\$400,000 which is why we need a new bond otherwise we will fall short. That's counting revenue from hockey league, IV, farm lease, fall ball, etc. Commissioner Tucker asked for clarification on the \$100,000 per month to operate. We have made changes. Operations have changed, we no longer are being charged late fees, and interest charges. We have changed how we get our supplies to lower expenses, we have made changes in our IT to lower expenses. We no longer contract every aspect out, we try to handle in house when applicable. We have a maintenance crew and they need to take care of our assets before sending to outside shops. We changed from AT&T to Verizon to lower bills. We removed a copier from Bird Park. We have taken strides to decrease expenses. Commissioner Skelly said he doesn't like to keep doing bonds. But sitting here tonight, have 98% confidence in what you are doing with the budget. If that's what you need,

then he gets it. We need to work towards being self supporting. Hopefully as we show our fiscal responsibility, the bonds will come a little easier with less interest. Director Heitz said the investors, when we sent them the last audit did compliment us for accomplishing what said we were going to. Hopefully the local people will see that as well. Commissioner Skelly asked if our plan is to keep decreasing? Director Heitz said if everything works out as planned, we could bond for capital, which is key. If we had a capital project. That's what you want to bond for, not for operating. Operating should come from property taxes and recreational revenue.

A motion to approve the tentative budget was made by Commissioner Skelly, seconded by Commissioner Spriggs. Upon roll call vote the following Commissioners voted aye: M. Mullady, D. Skelly, D. Tucker, B. Spriggs. Absent: A. Hollis. With 4 ayes, 0 nays, 1 absent, motion carried.

Union Contract 2017-2019

Director Heitz said you have the full contract and the changes. One issue was the grievances. They wanted to be able to bring their grievances to the board if they needed. Commissioner Tucker asked if a grievance comes to us, what is the process? Attorney Coghlan said it comes to executive session. You would be able to hear the issue and before it left the board we would have final say. The last resort would be it coming to the board. On their contract under funeral leave, we asked for the family members to be defined. Nothing is changing under their insurance. We pay 100% of the single coverage. If they have a family, we pay 75% of that. That is different than non-bargaining staff. Life insurance, they want us to carry a \$15,000 policy. We don't have a separate policy. They are supposed to be locating someone that we can check into. Director Heitz said we talked to them about the life insurance that IMRF has and life insurance usually goes through the medical policy which they are not a part of. Another change was disciplinary procedures. Commissioner Tucker asked what we went after? Director Heitz said we wanted Rick to be able to work along with the staff. Commissioner Skelly said that when the union was formed they sat down with the board and defined the positions. At that time it was said that position was supervisory and not hands on. Another thing were changing is the language on the funeral leave. They wanted an extra step in their disciplinary, we took one step out. We worked with them on the wages. Commissioner Tucker asked if Rick can do some of the work? Rick said they have lightened up and Attorney Coghlan said they are far less strict.

A motion to approve the Union Contract was made by Commissioner Tucker, seconded by Commissioner Spriggs. Upon roll call vote the following Commissioners voted aye: M. Mullady, D. Skelly, D. Tucker, B. Spriggs. Absent: A. Hollis. With 4 ayes, 0 nays, 1 absent, motion carried.

Change August Committee Meeting Date to August 15, 2017

Director Heitz asked if that's something the board wants to do? Since it conflicts with the back to school bash. Commissioner Tucker doesn't like to miss meetings but he has a commitment to the back to school bash.

A motion to approve the change of the August Committee Meeting to August 15, 2017 was made by Commissioner Skelly, seconded by Commissioner Spriggs. Upon roll call vote the following Commissioners voted aye: M. Mullady, D. Skelly, D. Tucker, B. Spriggs. Absent: A. Hollis. With 4 ayes, 0 nays, 1 absent, motion carried.

STAFF REPORTS

Executive Director

Dayna Heitz: The former Unity Fest is moving forward. Will have a meeting later this week. Doing a wonderful job picking up where it was left off. Lots of supporters. Dayna has been a part of the meetings and gotten some input. Commissioner Tucker asked if Dayna is comfortable in it? Yes. Dayna said we are still assisting with the garbage cans and other items. Commissioner Tucker is happy you are part of the process and that we have some say in it. Commissioner Skelly likes that someone is sitting at the table, that's huge. Commissioner Tucker commended Dayna.

Director Heitz asked if the district has an investment policy? Would like to invest \$500,000 for 90 day CD. We would make approximately \$1000 in interest and that would help our banking fees. It's short term. Commissioner Spriggs asked if we are shopping rates? No, going with our current bank. Centruel will change to MidState Bank after Labor Day. Commissioner Skelly asked about the credit card? Dayna has a meeting tomorrow with branch manager of PNC regarding that.

Commissioner Skelly said on the sale of property, is there an update on that? Attorney Coghlan said we were going to start research. We will discuss it in closed session.

Splash Pad is up and running and maintaining chemicals. Thanks to Rick and his crew for that. Commissioner Mullady said he's seen a lot of happy faces. Director Heitz said today we had 3 children that were unattended. It was an 8 year old babysitting 2 others. Found the parents, they were parked and sitting in the car. Maintenance will open and close on weekends. They open on weekdays and one of us at Bird Park will close it.

Campground we had some squatters and had some issues with their belongings. Rick said we removed some things from the campground because we had received notice from an officer.

We allowed the person to go through the dumpster to get some of their things. Director Heitz said we have had a camper there that has taken it upon themselves to watch over things for us.

Taken some trees down in different parks. Our staff is doing some and Estes Tree Care is doing some. Depends on the size of tree and where it's located and the manner in which it needs to come down.

Commissioner Skelly asked about the Edge lease. We don't have an early buyout option. They suggested just turning it in. to re-lease be about the same as what current one is. Any new lease would go through the board first.

COMMITTEE REPORTS

KCCVB Report

Director Heitz attended a meeting. Their focus is the Bears Camp. Dayna and staff will go August 2, from 10am-2pm we will be working there. Right now they are looking at their short and long term projects.

Historical Society Report

Commissioner Skelly said they were focused on the Strawberry Fest. They would like Rick to be there at the wrap up meeting. To talk about our needs and wants and possible reimbursement. They have 160 vendors and are close to outgrowing that facility. Important for us to have a seat at the table. Commissioner Skelly got the email and will get it to us or Rick will call her. Commissioner Mullady asked about doing it at River Road maybe?

SRA Report

Commissioner Tucker attended. Tom is out of town.

COMMISSIONERS FORUM

Commissioner Tucker said listening to the meeting, he likes where we are moving. It's a different feel today and applaud you for it. Commissioner Spriggs seconds that.

Commissioner Spriggs said there are still 2 sets of bleachers at Cobb Park? They will get moved to Pioneer. Kudos to Rick, tree overhanging band shell is gone. Really looks great. Secure again. Guys got the house down.

Kudos to maintenance from this weekend. Been doing those rentals since 88 and that is one of the top 3 worst messes he's seen. Got pictures. His crew, Kenny and 3 summer help, made it pretty again. We probably should address this.

Director Heitz said we have recently had issues at the Civic, damage to outside. This one was major cleanup. There was mud everywhere, beer bottles and cans, throw up in the sink, the bathroom floors had mud. For 4 guys to clean up, it well exceeds the deposit. \$672 it cost us. Commissioner Spriggs said when they have weddings over there, their theory on the deposit, keep it! There is no recourse. How do we handle that? Commissioner Mullady said that ruins it for everyone because the prices will have to go up. Director Heitz said this weekend there is a Friday and Saturday rental. She asked do we have the right amount for rental fee and deposit? Attorney Coghlan said change the agreement. Can raise the deposit and can have language in there that they are responsible and basically be a confession. If they violate agreement, they agree to fees and etc. Commissioner Tucker asked are there a lot of people that rent it? What's the percentage of bad? We don't want to lose people. Commissioner Skelly said keep the rental rate the same but maybe go up on the deposit. Large portion of people you take to court, might only get a judgment. Commissioner Spriggs said depending on the proof, they will look at it and say they didn't do it. Director Heitz said we are looking for a solution. She will work with John on language of the agreement. Commissioner Mullady asked if we can discuss at committee.

Commissioner Spriggs said we have some volunteers from SKDO and they have chosen us to come help. He and Dayna have talked about some options. Call Commissioner Spriggs if you have anything you'd like done.

Commissioner Spriggs and Dayna had talked about the container at the BMX. Any idea when that will be gotten rid of? Not sure how they are going to remove it and know they would in the future would like to have an agreement with us.

Commissioner Skelly would like the minutes amended on page 7. BMX land use agreement, he was against it. Will make that change.

EXECUTIVE SESSION

A motion to go into executive session at 6:12 pm was made by Commissioner Skelly seconded by Commissioner Tucker. Executive Session is for the Purpose of Litigation 5 ILCS 120/2 (11) and Personnel 5 ILCS 120/2 (1).

Commissioner Tucker left the meeting at 6:22 pm

A motion to return to regular meeting was made at 6:39 by Commissioner Spriggs seconded by Commissioner Skelly.

Regular meeting re-convened at 6:39 pm.

ADJOURN MEETING

A motion to adjourn the meeting was made at 6:40 pm by Commissioner Skelly, seconded by Commissioner Spriggs. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. Board Meeting Minutes June 26, 2017
2. Blue Ribbon Minutes June 26, 2017
3. Committee Meeting Minutes June 12, 2017
4. Bills Payable
5. Financial Statements
6. Appointment of Auditors

Respectfully submitted: Melissa Woodard