



# **Kankakee Valley**

## **PARK DISTRICT**

**Kankakee Valley Park District  
Board of Commissioners Meeting  
December 16, 2019**

The Board Meeting was called to order at 5pm by President Spriggs. Those present for roll call were Commissioners D. Mullady, D. Palmer, A. Hollis, and B. Spriggs. Staff present: Executive Director, Dayna Heitz; Superintendent of Buildings & Grounds, Rick Collins; Attorney David Freeman; Superintendent of Recreation, Melissa Woodard. Absent: D. Skelly

Public Present: Mike Boyd

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC COMMENT**

Mike Boyd: The partnership between KCC and KVPD is important. We know that the more traffic and visibility at River Road, benefits all of us. We were excited for the idea of reviving the corner of River Road. We think this is a great time to revive our monument. Hope that we can be partners as we move forward. Eager to continue to partner and be friends with KVPD. Commissioner Hollis: Appreciate you coming here, this lets me know how serious you are about this partnership. Commissioner Spriggs agrees.

### **COMMUNICATIONS**

Thank you from RVSRA in the packet.

### **CONSENT AGENDA**

Consent agenda for Monday, December 16, 2019 consists of board meeting minutes, executive session minutes (not for public view), bills payable, and financial statements.

A motion to receive consent agenda was made by Commissioner Hollis, seconded by Spriggs. Upon roll call vote the following Commissioners voted aye: D. Mullady, A. Hollis, and B. Spriggs. Nay: D. Palmer. With 3 ayes, 1 nay, motion carried. Absent: D. Skelly

A motion to approve board meeting minutes (November 18, 2019), and executive session minutes (October 28, 2019-not for public view) was made by Commissioner Hollis, seconded by Commissioner Spriggs. Upon roll call vote the following Commissioners voted aye: D. Mullady, D. Palmer, A. Hollis, and B. Spriggs. With 4 ayes, 0 nays, motion carried Absent: D. Skelly.

A motion to approve bills payable, and financial statements was made by Commissioner Hollis, seconded by Commissioner Spriggs. Upon roll call vote the following Commissioner voted aye: D. Mullady, A. Hollis, B. Spriggs. Nay: D. Palmer. With 3 ayes, 1 nay, motion carried. Absent: D. Skelly.

## **OLD BUSINESS**

### **Board Policy**

On hold.

### **KCC Fitness Center**

On hold.

### **45/52 Sign**

A motion to approve the property rental agreement between KCC & KVPD was made by Commissioner Hollis, seconded by Commissioner Spriggs. Discussion: Agreement would extend current agreement for 1 year. 30 day termination for each party. Per board discretion on whether there would be a charge for rent. Mr. Boyd said the year extension gives us ample time to get things figured out. We want to share and partner. Would ask that the board does not add a lease payment at this time. We are in agreement that we need to rethink how the fitness center works going forward. Commissioner Hollis asked if we wanted to revisit this and come up with a number or they do, or any other change, can we revisit this at any time? Maybe we want to start discussions on this early so want to make sure this keeps us open to be able to do so. Want to be kept in the loop on additional meetings. A year is so far down the line because we have so many things going on. Attorney Freeman said if the board wanted to do that, we would need to write it into the contract so it's very clear. Commissioner Hollis said we might be able to get this agreement done early instead of waiting until the year is over. Commissioner Spriggs agrees. Mr. Boyd said if we do come up with an agreement that works for both of us, that would work for us too. You want to get it taken care of us much as we do. Commissioner Hollis said you coming here has assured me that the college is taking it seriously. Mr. Boyd said we are motivated to redo our monument too. It's been on our radar for quite a while so to do it as a partnership, would be great. That does mean removal of some or all of the brick wall. Attorney Freeman said right now you are approving the agreement as it was presented in the packet. Need to decide on rental payment. Commissioner Hollis said we can keep it at 0 now but if we need to revisit it later, we can. Commissioner Spriggs said at some point we are going to have to come up with something. Mr. Boyd said we are going to engage some students to come up with a sign design. We hope this will move us forward a little faster. Director Heitz said the design the board saw earlier was per code with their suggestions. Commissioner Spriggs said we still have to remember whose property this sign sits on. Director

Heitz said Mike was very open to us working together and talked about the students helping with the sign design. Commissioner Palmer said for a completed contract don't you have to have something in there? Don't think you can take the whole section out. Attorney Freeman said if you take that out, it would default to the prior agreement of \$1. Director Heitz said let's put a 0 in there and revisit. Commissioner Mullady said what if they back out, we are back to getting \$1 a year. Attorney Freeman said the consensus for the board is to enter \$1. Mr. Boyd said we do maintain the property. Commissioner Mullady said we mow across the road so it wouldn't be a big deal for us to maintain. Upon roll call vote the following Commissioners voted aye: D. Palmer, A. Hollis, and B. Spriggs. Nay: D. Mullady. With 3 ayes, 1 nay, motion carried. Absent: D. Skelly.

### **Cell Towers**

On hold.

### **Employee Policy Manual**

On hold.

### **2020 Board of Commissioner & Committee Meeting Dates**

As amended. A motion to approve the 2020 Board of Commissioner & Committee Meeting Dates was made by Commissioner Hollis, seconded by Commissioner Palmer. Discussion: Director Heitz said these are the dates we all agreed on last meeting. Director Heitz read off the meeting dates of 2020. Upon roll call vote the following Commissioners voted aye: D. Mullady, D. Palmer, A. Hollis, and B. Spriggs. With 4 ayes, 0 nays, motion carried. Absent: D. Skelly.

### **NEW BUSINESS**

#### **Ordinance 1.95 Abating the tax hereto levied for the year 2019 to pay the principal and interest on General Obligation Park Bonds, Series 2018C, of District**

A motion to approve ordinance 1.95 was made by Commissioner Hollis, seconded by Commissioner Spriggs. Discussion: Director Heitz read the ordinance. As stated at the last meeting, we abate this bond and this is why we have the rollover. Upon roll call vote the following Commissioners voted aye: D. Mullady, D. Palmer, A. Hollis, and B. Spriggs. With 4 ayes, 0 nays, motion carried. Absent: D. Skelly.

#### **Ordinance 1.96 providing the levying, assessment and collection of taxes for the year 2019 of Kankakee Valley Park District, County of Kankakee, Kankakee, IL**

A motion to approve 1.96 was made by Commissioner Hollis, seconded by Commissioner Spriggs. Discussion: Director Heitz read the ordinance. The levy is for the property taxes of

2019 payable in 2020. This is what the public hearing was for. We are under the 5% increased tax levy from last year with an estimated EAV. We are within the truth and taxation law therefore; we did not need to have a public hearing but felt it was important. Upon roll call vote the following Commissioners voted aye: D. Mullady, D. Palmer, A. Hollis, and B. Spriggs. With 4 ayes, 0 nays, motion carried. Absent: D. Skelly.

#### **Acceptance of 2018-2019 FY Audit**

Tabled because we don't have a draft back from auditors.

#### **Amended Drug Free Policy**

A motion to approve the amended Drug Free Policy was made by Commissioner Hollis, seconded by Commissioner Spriggs. Discussion: These are changes due to the new law. It includes a protection for the staff and employer. Upon roll call vote the following Commissioners voted aye: D. Mullady, D. Palmer, A. Hollis, and B. Spriggs. With 4 ayes, 0 nays, motion carried. Absent: D. Skelly.

#### **Amended Kankakee Historical Society Museum Agreement**

A motion to approve the amended Kankakee Historical Society Museum Agreement was made by Commissioner Hollis, seconded by Commissioner Spriggs. Discussion: New agreement is amended from the one last year. Changes made per KVPD and the museum request. Upon roll call vote the following Commissioners voted aye: D. Mullady, D. Palmer, A. Hollis, and B. Spriggs. With 4 ayes, 0 nays, motion carried. Absent: D. Skelly.

#### **Ratify Approval for Director's Authorization to enter into an agreement with Construction Manager, Leopardo Construction, Inc.**

A motion to approve the agreement with Leopardo Construction, Inc. was made by Commissioner Hollis, seconded by Commissioner Spriggs. Discussion: Everyone was in agreement when Director Heitz spoke with them on the phone. In an emergency, this is why we proceeded in this fashion. Upon roll call vote the following Commissioners voted aye: D. Mullady, D. Palmer, A. Hollis, and B. Spriggs. With 4 ayes, 0 nays, motion carried. Absent: D. Skelly

#### **Approve Facility 2020 Rates & Facility Agreements**

A motion to approve facility 2020 rates & facility agreements was made by Commissioner Hollis, seconded by Commissioner Spriggs. Discussion: Some facility fees will be increasing. District has not had increases in rates in a long time. No increase in deposits. Are removing the non-for-profit unless they can show a direct benefit to the community. It will have Director's approval and define who they are benefiting. SRA will be grandfathered in because they

support the community and are our partner in recreation. Pavilions will have deposits. No inflatables will be allowed on KVPD property. Too much of a liability issue. Commissioner Palmer asked what is the process for having them removed? Commissioner Hollis is concerned about the safety of the staff. Call the police and not go by themselves. People have paid money for the house so they aren't going to be happy about having to take them down. Changed bandshell fees for electricity with a 2-hour minimum on it. Open gym at rec center is increasing. Ice Valley is removing non-profit rates. Removing the weekend rates so everything will be one price to be consistent. Skate sharpening is going up. Camp ground has a couple new rules. One is excessive barking. Commissioner Palmer said the excessive barking is subjective. Attorney Freeman said there is no way to write that for it to not be subjective. When a call is made, they make a determination after being there. Hopefully they will be objective on something that is subjective. Upon roll call vote the following Commissioners voted aye: D. Mullady, D. Palmer, A. Hollis, and B. Spriggs. With 4 ayes, 0 nays, motion carried. Absent: D. Skelly

### **Hourly Minimum Wage Increase**

A motion to approve the hourly minimum wage increase was made by Commissioner Hollis, seconded by Commissioner Palmer. Discussion: Commissioner Mullady asked what the minimum wage is going up to? See the attachment in the packet. Minimum wage is changing in January, and July. Then each January through 2025. Kids under 18 can be paid less. Why should they be paid \$1-2 less? Some staff have been with us for multiple years and are just now making \$9.25. Someone new has to come in making \$9.25. How is that fair? That's where we came up with the differential and they would max out at minimum wage of \$15.00. Upon roll call vote the following Commissioners voted aye: D. Mullady, D. Palmer, A. Hollis, and B. Spriggs. With 4 ayes, 0 nays, motion carried. Absent: D. Skelly.

## **STAFF REPORTS**

### **Superintendent of Building & Grounds**

Rick Collins: Everything is good. Added an AED machine to Ice Valley.

### **Superintendent of Recreation/Business**

Melissa Woodard: Sold out show at the Ice Rink and a Breakfast with Santa event at the Rec Center over the weekend.

### **Executive Director**

Dayna Heitz: Comparison for the audit proposals. Sent to 7 companies, received 2 back. Staff will be trained in CPR/First Aid/ AED. Commissioner Palmer asked if Sikich commented on why they didn't propose? No response. Attorney Freeman said Sikich expanded and have missed

several deadlines and issues with other park districts. Know from other Districts that has been difficult for them to get their work back. They are very behind on a lot. Director Heitz said next month we will ask for a board decision on auditor.

## **COMMITTEE REPORTS**

### **KCCVB Report**

D. Heitz: No updates. They go back to court in January. Meeting this Wednesday.

### **Historical Society Report**

Commissioner Spriggs: No update.

### **SRA**

Commissioner Hollis: Mouse race was successful.

## **COMMISSIONERS FORUM**

Commissioner Mullady said the score board broke the other day at the rink. Asked if they could get a spare? There is a little girl that got her finger stuck in the door. Just wanted to make sure we got an incident report. Parents are asked about the tip jar. Take out the jar if you aren't giving the money to the staff.

Commissioner Spriggs asked about the ceiling at the Civic since it needs to be painted? Any way we can get that painted? Had the lift over there to repair the light bulbs. Can look in to getting the ceiling painted or tiles repaired.

Commissioner Palmer asked about which roof we take care of at the museum? Director Heitz said we take care of the Civic. They take care of all their building repairs unless it is caused by something on our property like the tree falling.

## **Executive Session**

### **ADJOURN MEETING**

A motion to adjourn the meeting was made at 6:17pm by Commissioner Hollis, seconded by Commissioner Spriggs. Upon voice vote, all ayes, motion carried.

## **OFFICIAL REPORTS:**

1. Board Meeting Minutes (November 18 2019)
2. Bills Payable
3. Financial Statements
4. 45/52 KCC & KVPD Agreement

5. Amended 2020 Board of Commissioners & Committee Meeting Dates
6. Ordinance 1.95
7. Ordinance 1.96
8. 2018-2019 FY Audit
9. Drug Free Policy
10. Kankakee Historical Society Museum Agreement
11. Construction Manager agreement
12. 2020 Facility Rates & Agreements
13. Hourly Minimum Wage Increase

Respectfully submitted: Melissa Woodard