



Kankakee Valley

PARK DISTRICT

Kankakee Valley Park District Committee Meeting Minutes April 8, 2019

The Committee Meeting was called to order at pm by President Hollis. Those present for roll call were Commissioner M. Mullady, D. Tucker, D. Skelly, B. Spriggs, A Hollis. Others present: Dayna Heitz, Executive Director; Melissa Woodard, Superintendent of Recreation, Rick Collins, Superintendent of Buildings & Grounds, Attorney John Coghlan, Angie Tousignant, Lisa Krenkel.

Public Present: Don Palmer

COMMUNICATIONS

Public Comment: NA

Written: Citizen compliment for Legion Park.

Had a call that there is a vehicle that is by the playground at Bird Park. They reported they are smoking weed and we have called the police.

OLD BUSINESS

NA

NEW BUSINESS

NA

Department Reports

Rick Collins: The full time staff came back last week. Commissioner Hollis asked if they would be laid off next year? Director Heitz has worked them in to the budget so there shouldn't be a lay off anymore. Commissioner Hollis asked if we have any more money in the budget to hire more full time staff? That's not in the plan. Commissioner Mullady asked if the lighting was fixed by the band shell? Yes, Outsen took care of it. Commissioner Skelly asked about basketball nets at Washington and Jeffers? Will take care of it. Commissioner Hollis asked about sponsorship opportunities for backboards at the parks? Maybe a local business would like to sponsor backboards. Director Heitz would like us to focus on sponsorships for Splash Valley right now as to not spread ourselves too thin with asking for contributions.

Commissioner Spriggs asked if anyone has been to LaVasseur lately? They got a lot done over the weekend. Commissioner Spriggs asked if Estes needs to come back to Beckman? Yes, still

need to grind stumps. Commissioner Spriggs asked if we are going to put more trees in there? Yes, that is in the plan. Commissioner Spriggs said the building at Alpiner is in bad shape, do we have any plans to fix it? We are getting a quote on roof and siding and will see what we can afford.

Melissa Woodard: Spring softball started last week. We have 20 teams for the spring league. Have had seasonal orientations for maintenance staff. Director Heitz and I have been working on the budget. Commissioner Tucker asked about monthly reconciliation and what that entails? Cross checking a monthly statement versus what is in our Quickbooks system. Commissioner Mullady asked what the meeting with Director Heitz regarding grants and capital list was about? We were brainstorming on our capital list to what we would incorporate into capital or what we could use a grant for. Director Heitz wants to have a grant writer to assist. Commissioner Hollis suggests grants for a struggling community. Glad we are able to get Splash Valley fixed correctly and make it more of an attraction to the community. He suggested asking for a yellow light or stop light near Splash Valley.

Angie Tousignant: Started a new Practice and Play policy. They are able purchase a card for certain amount of classes. Little Blackhawks started. Finalized summer hockey schedule. Wants to develop some leagues for the summer. Ice Show planning is happening now. Rainbow 2 U visited for skate fittings. Several birthday parties and groups that have been in. Had the egg hunt event yesterday and it went well. Lisa developed a sensory Sunday event for those with autism and special needs. Music would be lower and the lights would be lower to accommodate those needs. Completed the winter spring brochure. Update website and develop flyers. Commissioner Hollis asked if we have let the SRA know about the sensory Sunday? Yes and several other organizations. Commissioner Skelly said that is great outside of the box thinking. Lisa said we are making adult walkers for the program too.

Dayna Heitz: Commissioner Hollis is registered for the IAPD bootcamp. Commissioner Spriggs declined but did give info anyway. Wasn't sure Commissioner Skelly was able to check your schedule? Spoke with Don and haven't seen Derek yet. Commissioner Skelly can give info to Derek. Set up new emails. Will have new commissioner packets next meeting.

IMRF: a former employee is buying back service years. Didn't realize that the SRA was under us for IMRF a long time ago. The employee should have been enrolled in IMRF but wasn't. She has the records. That means we now need to pay in to that. The SRA will have to pay us back for that.

Melissa and I were coming up with our capital needs/ideas for the OSLAD. We would like consider renovation at some of our buildings. We need AC at the Rec Center. The Quarry building is on our list. We have bonding in the fall and with the timing of the OSLAD we have to have a definite answer within the next week or so. Do need a grant writer to assist.

Commissioner Hollis asked what you need the grant writing to do? Would work together to put it together. She could do the financial portion. Commissioner Mullady asked if she has ever hired a grant writer? Yes. Have written them herself but need assistance this time due to time. Commissioner Tucker asked what a fee would be for a grant writing? It can be anywhere from \$10,000-\$30,000 but it depends on the size of the grant. Commissioner Hollis asked if you set up a contract or bill by the hour? Flat fee.

Did have an inquiry for someone wanting to rent River Road for a car show. 200-300 cars with vendors. Don't like the idea of renting that area out. Have to figure out appropriate pricing. We can't accommodate the number of picnic tables and nothing is contained. Commissioner Skelly said it's a great area and the infrastructure is there. Commissioner Hollis said we can't be scared to do things. It would be a great place for events. There is lots of parking and great space. Maybe we need to come up with a pricing. It's a win win. Commissioner Mullady said we would have to be ready for extra garbage. Rick said it would have to be a great day otherwise ruts could be bad from cars. Director Heitz asked them about a rain date. They said they have never had an issue. Commissioner Tucker said we have something that is already designed and appeals to people. It's worth looking more in to. It might be something that can help us move forward. Would need to communicate with KCC so people don't drive down by the ball fields. Commissioner Spriggs asked what they need from us? Electric, picnic tables, garbage cans, representative of park district there all weekend, and portolets. Director Heitz asked what we do for boat launch parking? Mark it off and make sure they can get their boats in and out. Commissioner Hollis said price it per foot and decide what is appropriate. Think it's limiting us to not let people charge for their events. Let's set a policy and if they do everything we want, then they should be able to charge. Director Heitz said we shouldn't have a 501c3 rate for that area. The car show group wants a Saturday and Sunday but not until 2020.

We have 6 parking tickets left from last year that we aren't able to collect on. Commissioner Skelly said do an intergovernmental agreement with the police department so they can run the license plate and get the address. Need the City to give the permission for someone to run them so you can get their address to send them a letter. Also, could check with the company who does your background checks to see if they can do it for you.

Commissioner Spriggs asked if there is a plan underway for renovating the Quarry building? Know what she'd like to do with it.

COMMISSIONERS FORUM

Commissioner Skelly asked if we can talk about contracts? The day care is making money on our building. St. Mary's contract, Riverside contract, and John's contract. We have several contracts out there. We need to bring everyone involved in for the day care building and get this straightened out since it's our building. Let's go to the Housing Authority first.

Commissioner Tucker suggested looking at all the contracts to see what is expiring. This way the board can see the entire list.

Director Heitz will be meeting with KCC regarding the fitness center. Their sign is on our property and there isn't an agreement. Our sign isn't on our property but we cut the grass. Would like to have a digital sign there by the road that maybe we can partner on.

Commissioner Hollis wants to thank Commissioner Mullady and Tucker for their service. Next meeting with be their last. We will also welcome the new Commissioners. Knowing that you didn't get paid makes your service even more worthwhile. You could have run during the hard times but you didn't. Don't think people understand your ability to be here and the dedication to the park district. Hope we can all keep our eye on the prize and move forward. Wish you guys all the best and appreciate you all. It hasn't gone unnoticed. Don't be a stranger. Would like for you to keep HeatherAnn in our thoughts and prayers. She was volunteer of the year a few years ago and is ill.

EXECUTIVE SESSION

NA

ADJOURN MEETING

A motion to adjourn the meeting was made at 6:24pm by Commissioner Tucker, seconded by Commissioner Spriggs. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. R. Collins
2. M. Woodard
3. A. Tousignant
4. D. Heitz

Respectfully submitted by: Melissa Woodard