



# **Kankakee Valley**

## **PARK DISTRICT**

### **Kankakee Valley Park District Committee Meeting Minutes January 13, 2020**

The Committee Meeting was called to order at 5pm by President Skelly. Those present for roll call were Commissioner D. Mullady, D. Palmer, A. Hollis D. Skelly. Others present: Dayna Heitz, Executive Director; Melissa Woodard, Superintendent of Recreation, Rick Collins, Superintendent of Buildings & Grounds. Not present: B. Spriggs

Public Present: Scott Snavelly, Mayor Wells Armstrong, Neil Piggush.

#### **COMMUNICATIONS**

**Public Comment:** NA

**Written:** Included in the packet.

#### **OLD BUSINESS**

##### **Riverfront Update**

Scott Snavelly: Provided a handout to Commissioners. Implementation team has been working. 3 committees that make up that team. Now are applying for a 501c3. This will help us with funding. Working on agreement with Community Foundation to take funds on behalf of the society. Once the IRS approves, then the society would be able to take the funds itself. Mayor Wells Armstrong: City applied for an OSLAD and we should hear this month on that. Plan is for the west Riverwalk. Once we get those 3 properties, we should have 6 consecutive properties on the river. Want to extend the bike lanes out south. Bring them from Station to Water Street. Then they will connect all the way to KCC. Then would go after an ITEP grant to go north with the lanes. Meeting with a developer from Milwaukee and they are excited about the project. Will be meeting again with them in February. Want them to help connect the river to downtown.

Neil Piggush: City did get an OSLAD grant last year. City is looking to acquire 3 more properties and then start design on the east Riverwalk. Looking at cost effective ways to light the bridge. Would probably start by the hydro plant because the river is really dark at night. If we are ready, we would apply for an ITEP grant.

Scott Snavelly: Goal is to populate the downtown with as many people as possible. Would be beneficial to the city and park district.

Neil Piggush: The company from Milwaukee is not scared of big projects. There are all sorts of different funding mechanisms that can be utilized. Our goal is to keep putting things in place for the foundation. Just waiting to move forward on the first part of phase 1 of Fisherman Park. We will continue to run things by the park district as we move forward.

Mayor Wells Armstrong: We are working on guidelines for when developers come in.

Commissioner Hollis asked what kind of developments are they hoping to bring? Retail down below and residential above them. Businesses that would help push the riverfront. Possibly ice cream, restaurants, or rental businesses. Would love to get a hotel there. They want to know what Kankakee wants in the future or what the city would look like. This would be private funding. They are aware that we are in an opportunity zone and know about the TIF. Would love to have local developers but need people that are realistically wanting to invest in Kankakee. The goal is to have an event in June that would be the branding launch to get people down to the river.

Commissioner Skelly asked how much the project has raised? Through grants \$134,000 from OSLAD. \$80,000 from ITEP. The current LWCF grant is \$106,000 that we are applying for. Enterprise zone was \$30,000. Will be making bigger applications. Having the 501c3 will open up new funding.

Commissioner Mullady said the houses that you have acquired, it's on a hill. How will the access to the river be? What is done on the bank, won't affect the street. Probably would cut the bank back because the grade is so steep. We can't build structures there but need to get people access to the river. Want to make sure to keep the park district informed and answer questions and hope everyone is feeling good with the progress.

Commissioner Palmer talked about how Kankakee has some work to do and how exit 312 isn't great. People aren't keeping up their property very well. When people come in to town, have to get them past that to get to the redevelopment areas. Support the TIF but lots of work to do. At night the downtown is kind of dark. The courthouse is beautiful but it's not lit up at night.

Mayor Wells Armstrong hired Testa to do a design for exit 312.

Scott Snavely: We are conscious of other areas in Kankakee. Not only to bring developers downtown but to other areas in the city.

Commissioner Palmer asked if we have seen the agreement between Naperville city and park district to see how that is working? Yes. We have copies of everything but their project is a different from ours.

### **Board Policy**

Amended sexual harassment policy.

### **KCC Fitness Center**

On hold.

### **45/52 Sign – Agreement**

Approved the agreement for \$1/month for the next year.

### **Cell Towers**

On hold.

### **Employee Policy Manual**

Updated in April for review and approval by May.

### **2018-2019 FY Audit**

Been going back and forth with auditors now. Still in final review. Informed them that the extension only goes through January 26. That means the audit will be filed before it's approved by the board. As of today, still waiting on the management letter and another draft and adjusted journal entries.

### **NEW BUSINESS**

#### **Ordinance 1.97 Kankakee Valley Park District amended sexual harassment policy**

Covered above.

### **2020 Farm Lease**

Would like to continue with another year of farm lease. Will be on the January board meeting for approval. No changes.

Commissioner Palmer has concerns. Has the rate increased? No.

### **STAFF REPORTS**

Rick Collins: Next month will start interviews for seasonal staff. Will go over a mowing schedule and budgeting with Director. Commissioner Palmer said the mulching at the leaves was good at Cobb.

Melissa Woodard: Started accepting applications from Splash Valley. Lots of programs starting back up after the first of the year.

Dayna Heitz: Have a union meeting on January 22. Minimum wage increase went into effect January 1. Housing authority did give an agreement. Waiting until we have a closing until we get the ordinance. Will be giving a presentation to YL Jeffers in February on recreation. Commissioner Skelly said they are asking you to help them out on our dime. It's taking time away from the Park District. Director Heitz sees this as an opportunity to showcase the park district and our plan. If you get to a point to where it's too much to handle, let the board know. Commissioner Hollis said we are going to be a key component to the Riverwalk. Director Heitz has no updates on the TIF. January 19<sup>th</sup> is the last day for CPR/First Aid. Did balance out on the bond.

Had bid opening for Splash Valley last week. Majority of bids came locally. Meetings Wednesday and Thursday with the prospective bid winners. Then will make recommendations to the board.

### **COMMISSIONERS FORUM**

Commissioner Palmer wanted to talk about the farm lease again. There are stipulations about inspecting the grounds. Who does the inspections? Maintenance. We have had issues with people dumping in the past. Commissioner Palmer would like a copy of where the property is.

Commissioner Mullady asked about the land behind the softball fields? Part of that is the farmers and part is wetlands.

Commissioner Mullady asked about the incident report from the last meeting. You hired Joe who has travel hockey experience and house league experience. He doesn't teach anything. Was hoping to have a college hockey player instruct for classes. Director Heitz said his job description does not include teaching. Commissioner Mullady said he knows hockey so why is he not teaching? His kid can skate better than the instructor.

Commissioner Palmer asked why we hired him. Commissioner Skelly said he is going to use his hockey skills to fill the rink. Improve the hours and look at things. Maybe not on the ice yet but he is going to use his experience in the office to help fill the rink. Director Heitz said he was

hired as a facility manager. Joe applied for this position and knew what the position was. He wanted to be a facility manager. Commissioner Skelly said perhaps he can call his hockey friends or use his connections to get instructors. Commissioner Palmer asked for a copy of the facility manager job description.

#### **EXECUTIVE SESSION**

NA

#### **ADJOURN MEETING**

A motion to adjourn the meeting was made at 6:09pm by Commissioner Skelly, seconded by Commissioner Hollis. Upon voice vote, all ayes, motion carried.

#### **OFFICIAL REPORTS:**

1. Riverfront Update
2. Board Policy
3. KCC Fitness Center
4. 45/52 Sign - Agreement
5. Cell Towers
6. Employee Policy Manual
7. 2018-2019 FY Audit
8. R. Collins
9. M. Woodard
10. D. Heitz

Respectfully submitted by: Melissa Woodard