



Kankakee Valley

PARK DISTRICT

Kankakee Valley Park District

Special Meeting Minutes

October 13, 2020

The Special Meeting was called to order at 5pm by President Spriggs. Those present for roll call (in person or by electronic means) were Commissioner A. Hollis, D. Skelly, and B. Spriggs.

Others present: Dayna Heitz, Executive Director, Rick Collins, Superintendent of Building & Grounds, Melissa Woodard, Superintendent of Recreation/Business; Attorney Nick Petrovski.

Not present: D. Palmer

COMMUNICATIONS

Public Present: Terry Memenga, Marcie Kolberg, Frank Blanchette

Received a letter regarding residency for Rick Collins. Commissioners are under park district code to reside within boundaries of park district. Director is the only one to live within boundaries, not staff.

Christmas Inc. dinner at the Civic. We do not do rentals on holiday and do not give free rentals. If the board would like to do something different, it would be up to them. Commissioner Hollis spoke with Steve Hunter and if we can help people, that would be good. They are doing good things in the community and this would help people. They understand the limits that have been put in place due to Covid. They know they can't have people just sitting there like they used to. We just need to think through the logistics. This is one of those events that we can help them do in a safe manner. Think we need to make this event happen.

Terry Memenga: Just wanted to follow up from the meeting 2 weeks ago. Continued the conversation regarding LeVasseur. Provided another map. Did get some good feedback from our residents after it went into the paper. Commissioner Palmer reached out last week and we haven't been able to do a walk through yet. Director Heitz said are you looking for a partnership? Mr. Memenga said his initial ask is to own. Commissioner Hollis said at the last meeting we said we are not into parting with park district land. If you want to do a partnership, fine, but there is no way I will talk about selling off land. We have constituents using that facility and we hope to do more there but a partnership is different. Mr. Memenga said we were focused on the half of the land closest to the river, the wooded part, not the field area. Maybe it could be split. Commissioner Spriggs said at the last meeting we said we weren't going to sell but a partnership or lease could be discussed but not the sale of the property.

Commissioner Skelly said if they can come in and do something with this property, why not? Commissioner Hollis asked why we can't work in partnership to try and make this thing happen? We keep our land and you keep your land. Not against working with anyone but not willing to give up property. Commissioner Spriggs said if this is a win win, what do we win? Commissioner Skelly said our residents win. They are getting something. The community needs to get the best parks possible. Commissioner Hollis said our constituents elected us not to sell property. Let's do the project together but we keep our land. Commissioner Spriggs wants to know what it is going to look like. Mr. Memenga said what you are asking for will cost me money. Attorney Petrovski said at this point we need to move on and the board can have an internal conversation.

Frank Blanchette asked about the improvements. It sounds like the park district doesn't want to sell the land. If you are interested in improving the land, work together and give up trying to buy it. Do a lease or an easement. Mr. Memenga said he hopes we aren't closing any doors yet. Commissioner Spriggs said they will table this until next meeting.

OLD BUSINESS

Resolution to name RR Field #1 to Gerry Gund Field

A motion to approve resolution to name RR Field #1 to Gerry Gund Field was made by Commissioner Skelly, seconded by Commissioner Spriggs. Discussion: Commissioner Hollis is happy to see this happening. Director Heitz said the resolution will be read at the dedication and presented to Gerry. Upon roll call vote, the following Commissioners voted aye: A. Hollis, D. Skelly, B. Spriggs. All ayes, motion carried. Absent: D. Palmer.

NEW BUSINESS

Acceptance of the FY 2019/2020 Audit

A motion to approve FY 2019/2020 Audit was made by Commissioner Spriggs, seconded by Commissioner Skelly. Discussion: Marcie Kolberg: Went through the packet that was sent. Last year the cash basis was 3.1 million this year you were at 2.1 million. Paid off some additional bonds. Last year you had more in capital but that's been spent because of splash improvements. The reports are different than what you are used to. Lost revenue due to Covid. Not surprising that numbers were down. General and rec fund had a positive increase this year. Did not levy for liability insurance. Debt service went down because bonds are being paid. Capital didn't have money coming in but did have expense. We did add a contingency due to Covid. You are heavily dependent on taxes. 2 funds did spend over budget. Do have a packet that shows the adjustments that were made. Reclassified some expenses on the funds and did talk to Melissa and Dayna about recommendations. Zions banks needs to be recorded. Did find that some of the reports by fund didn't have all of the expenses in the right funds. There is a

standard report we can use. The common checking account is a problem for QuickBooks to handle. Going to set up multiple accounts and see how it works. Got a way to help reconcile each month so know what cash is in each month. We will help get Zions Bank activity recorded. Bank reconciling had a lot of old items. Some are from old and we are going to go through and help clean that up. Director Heitz said when we started last 2016, we didn't have an accounting system. We took all the records and recorded them in QuickBooks so there are old checks. Marcie is going to help us. Zions Bank is something we have struggled with before and Marcie will help with that too. Commissioner Skelly said this was the best, most honest critique we have had since he has been on the board. Think Melissa and Dayna do a great job. That is the first time I've heard criticism and that's great to have an honest opinion. Commissioner Hollis thanked you for your transparency. So, refreshing to hear what we can do to improve. Appreciate that. Upon roll call vote, the following Commissioners voted aye: A. Hollis, D. Skelly, B. Spriggs. All ayes, motion carried. Absent: D. Palmer.

STAFF REPORTS

Superintendent of Building & Grounds

Rick Collins: Lot going on. Hope to shut down harbor in a few days. Shutting down bathrooms now. Started interviews for full time positions.

Superintendent of Recreation/Business

Melissa Woodard: Attended a HR webinar last week and final walk through for Splash Valley.

Executive Director

Dayna Heitz: Report attached. One change to employee manual was an updated policy that needed to be inserted. Donation from Sniders to plant trees at the Civic.

Christmas Inc. - Commissioner Skelly is in favor of giving them the building. Attorney Petrovski said need to be uniform. Setting yourself up if you are going to say no to someone who is very similar. Commissioner Hollis said we understand your concern but we want to help the people in our community. If we can do it in a safe way, we can make it happen. Director Heitz said the organization meets the end of October. Commissioner Hollis and Skelly are for giving them the building. Commissioner Spriggs said it does set a precedent. Commissioner Skelly said it doesn't. We allow the lunch program all summer at Pioneer. Director Heitz said we need to figure out what we can and what we cannot do. We also have Covid but she needs directive. She is here to implement policy and procedure. If you do authorize this, how do we go about it safely. Some of it will be walking us through how they will handle the restrictions. Attorney Petrovski understands the consensus and want to make sure we can do it safely.

COMMITTEE REPORTS

KCCVB:

Dayna Heitz: No update.

Historical Society

Commissioner Spriggs: No update.

SRA

Commissioner Hollis: Meet next week.

COMMISSIONERS FORUM

Commissioner Skelly walks his dogs around Cobb. Looks the best it's looked in awhile.

Appreciated being invited to the Potawatomi meeting last week. Commissioner Spriggs said all the parks are looking really good.

ADJOURN MEETING

A motion to adjourn the meeting was made at 6:05pm by Commissioner Spriggs, seconded by Commissioner Skelly. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. Resolution to name Gerry Gund to Field 1 at River Road
2. FY 19/20 Audit
3. Rec Manager Report
4. IVC Facility Manager Report
5. Rental Facility Manager Report/Safety Report
6. Executive Director Report
7. Marketing Manager Report
8. Superintendent of Building & Grounds Report
9. Superintendent of Recreation Report

Respectfully submitted: Melissa Woodard