



# **Kankakee Valley**

## **PARK DISTRICT**

### **Kankakee Valley Park District Board Meeting Minutes June 28, 2021**

The Board Meeting was called to order at pm by Commissioner Eads. Those present for roll call (in person or by electronic means) were Commissioner B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads. Others present (in person or via Zoom): Dayna Heitz, Executive Director, Rick Collins, Superintendent of Building & Grounds, Melissa Woodard, Superintendent of Recreation, Kyle Burton, Superintendent of Recreation, Attorney David Freeman. Commissioner D. Skelly arrived at 6:06pm.

Public Present: Aaron Gold, Mark Steffan, Louis Lombardo (RMSC) via Zoom

**Public Comment:** Mark Steffan-Community Arts Council-Hosted an event called Strawberry Jazz Fest at Governor Small Memorial in the past. Not sure of the details but maybe from a prior event, the grounds were damaged. The event grew too big. We are coming back now and the question is, is the Park District open to doing a similar event, smaller scale, than Strawberry Jazz Fest? Let us know and we can start the process of planning. Commissioner Eads asked how you would limit participants? Mr. Steffan said we would limit the vendors because it wasn't the crowd.

#### **COMMUNICATIONS**

Nothing new from board packet.

#### **CONSENT AGENDA**

Consent agenda for Monday, May 24, 2021, consists of special meeting minutes (May 10, 2021), public hearing minutes (May 24, 2021), board meeting minutes (May 24, 2021), bills payable, and May 2021 financials.

A motion to receive consent agenda was made by Commissioner Palmer, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, R. Eads. Absent: Skelly

A motion to approve special meeting minutes (May 10, 2021), public hearing minutes (May 24, 2021), board meeting minutes (May 24, 2021), was made by Commissioner Matthews,

seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, R. Eads. Absent: Skelly

A motion to approve bills payable was made by Commissioner Palmer, seconded by Commissioner Eads. Discussion: Commissioner Palmer said he noticed there was a transfer for payroll. Didn't see the supporting document in the packet. Director Heitz has provided you the register with the activity. Commissioner Palmer that there is no way from this to identify ghost employees. Director Heitz directed him to a page in the packet. Commissioner Palmer said he stands corrected, thank you very much. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, R. Eads. Absent: Skelly

A motion to approve May 2021 financials was made by Commissioner Palmer, seconded by Commissioner Eads. Discussion: D. Heitz said the Ice Valley Center was double sided so all the copies weren't included but were sent today. Commissioner Palmer shows a year-to-date loss and budgeted loss. These are from the right side, column 3 & 4 from the right, the year-to-date total and budget total. We have an extra \$330,000 loss but don't see that commented on page 57 to explain the additional loss. What makes up the bulk of that, extra expenses, would appreciate more explanation. D. Heitz asked what category. Commissioner Palmer is looking at page 96, which is all funds. Looking at bottom line under May total. D. Heitz said there are specific months that we take losses because of when we receive our taxes. Commissioner Palmer asked about page 87, and 105, we have payments to RMSC, but don't understand how these payouts relate to the profit loss for Ice Valley. We are issuing money to them. D. Heitz said you are reviewing their book reports. We have not issued to them yet. We received all the credit card revenue for them. Commissioner Palmer is trying to get a handle on all the expenses. There is a management fee. If I want to look at all the revenue and expenses and what the park district has paid to RMSC, where do I go for that. Revenue and expenses relating to RMSC to KVPD, the net position for KVPD. Don't know what I'm looking at. D. Heitz said he is referencing the profit loss, May 2021. Commissioner Palmer said the account shows a management fee, however another page, Ice Valley general ledger, shows other expenses. D. Heitz said ½ of the management fee is split between Ice Valley and Splash Valley. The first 4 months it will be half of the contract rate. They have bill payment to RMSC, for example page 87, that payment is specific items custodial, supplies, whether it be new skates, chemicals, that could be paid for Dual Temp. These are exact expense for Ice Valley. D. Heitz asked Louis (RMSC) if he was able to tell Commissioner Palmer what \$3,433.59 is for? Unfortunately, Louis is unable to open his QB files for details. It looks like it has to do with payroll and payroll expenses. Will look into it. D. Heitz asked Commissioner Palmer to send questions ahead of time so we can be prepared. Commissioner Palmer said page 102 & 103, the balance sheet net income and net loss, the income statement shows more of a loss. D. Heitz said one is a profit

and loss and one is a balance sheet. It shows what was deposited into the account fees from KVPD. In a month operating of p/l, there was a \$7,000 loss in that month, overall, there is equity because of the \$25,000. Commissioner Palmer said these 2 have to tie together. They are different. This was also the same on Ice Valley Center. Commissioner Eads asked Commissioner Palmer to send the questions ahead of time. Commissioner Palmer thinks it's important that the board knows there are concerns. D. Heitz said she can address the concerns in front of the board. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, R. Eads. Absent: Skelly

## **OLD BUSINESS**

### **Resident Advisory Committee**

D. Heitz: Included in your packet is your draft to start a resident advisory committee that was tabled due to covid. We can now meet in person if the board wants to move forward with this. The committee does not give direction to staff, we enlighten them on happenings, concerns, etc. and they advise the board. We know we may not get someone from every area. Hope to work through the alderman and community meetings. Would like to begin the committee. Would need a commissioner to be a part of this. This person would be the liaison between the committee and the board. Discussion: Commissioner Palmer recommends we table this a little longer. Have had discussions on how to set up the assignments based on geography. Would like interest areas instead. Thinking we could have someone from Ice Valley, specific interest in Ice Valley, same with Splash Valley. Maybe there is someone for a finance committee. Don't have the answer but don't think the geographical will work. D. Heitz asked why we wouldn't have it in geographical? We don't want 14 people just from one park. It is a fair and easy way to give each area within our park system, their own opportunity to be a part of the advisory committee. Commissioner Eads asked if this has been brought to the alderman yet? D. Heitz stated not yet. They wouldn't be able to be on it because they are on the city. Commissioner Eads wanted to give direction to Dayna to get thoughts from Alderman on how to move forward. D. Heitz attended and read through other bylaws and spoke with other districts, took a little from all of that and tried to figure out what would work here. Commissioner Palmer also looked at other park districts and not all are set up geographical. Maybe we should look for people who have multiple interests that can overlap. Commissioner Eads wants Dayna to talk to Alderman about this and the neighborhood watch.

### **Aaron Gold-Speer Financial**

Aaron Gold: Want to field your questions and guide your project. This is the first legal step for the bond. Then you post notice in the newspaper and then a public hearing. The amount is not to exceed as this allows us to proceed and give us space until we know exactly what we want to bond. Commissioner Eads asked for a ballpark on the fees. Mr. Gold said it depends on what

you bond for. If you do close to the 2 million and shorter and quicker payoff of debt, private placement. The fees with private placement would be less. If you go for the 3 million and extend the debt repay, recommend public offering. More participants and costs go up. They typically yield lower rates. For example with the 2 million, \$48,000 would be the fees and \$55,000 for public offering. He went through what is included in the fees, insurance, underwriting, etc. Commissioner Eads asked for his guess on interest rate. Mr. Gold said they are unsure how long inflation will last. Rates are still very low right now. We went through an RFP for the underwriting process. Commissioner Eads said looking at the needs of the district, there is such a great need, leaning towards the 3 million. What is the timeline? Mr. Gold stated pricing late August, closing late September. Commissioner Palmer clarified what the bond amount was. D. Heitz said 3.2 M that is the max amount, legal authorization.

Commissioner Palmer is having very strong concerns on the Phase 2 of Splash Valley, relative to performance. Adding another feature, don't see it's going to increase the attendance. Gut feel that this community, is not going to bring in more revenue. Going to increase operating costs. Adamant in not supporting this project. Take strong exception to this, put this referendum to public. Attorney Freeman said we aren't there yet. Are you interested in A or B or any combination of it? That will give direction to Dayna and Aaron on the amount of the money. If you like A but not Splash Valley, we should accept A, minus splash valley which means we only need a million dollars. The board would give direction to Aaron on the bond amount. D. Heitz said Splash was a phase 1, 2, and 3 project. Master plan was for the phases. Anything the board wants to remove can be removed; this is what we have put together for needs. We are not approving the projects yet. It is for reference. Commissioner Palmer said page 130 in the packet, if we vote tonight, are we looking at 30 days tonight. D. Heitz said the notice would get published in the newspaper. Mr. Gold will clarify, it's the 7.5%. Commissioner Eads clarified what Dayna said, A or B or combination, then specifics, would come later. Commissioner Palmer said but if there is no objection, it's a done deal. D. Hetiz said the capital list is general. Commissioner Palmer is trying to let the public know it has a million in it. D. Heitz said the board can decide and we can remove it. Commissioner Palmer thinks the community should be involved in it. He thinks that we are adding a burden to the district that is beyond his comfort level. Commissioner Eads said the maintenance has been deferred for so long, we are trying to play catch up. We have the opportunity to do it with lower interest rates. Appreciate your point, we can use that money elsewhere. Are you objecting to the amount of money? Or just Splash? Commissioner Palmer said Splash Valley. It would kill me if this board came through and approved the 1 million for splash. Not denying our needs, the vehicles, regret we approved \$80,000 for playground, should have looked at new equipment instead. D. Heitz said this list is not set in stone. Give us a direction for what way you want to go and continue to move forward. Commissioner Spriggs if we aren't locked into the 3 million, is the extra million going to go to Splash Valley? Attorney Freeman said no. This is a wish list and it can be changed.

Even if you approve A or B, it doesn't mean you are giving her a 3-million-dollar check. Commissioner Spriggs said we need so much, go for the higher amount. Attorney Freeman said if the board wants to specifically exclude something, you can do that now. Commissioner Skelly arrived at 6:06pm. D. Heitz said there are specific things that the community wanted. We need direction on splash valley because we were going to apply for an OSLAD matching grant. Commissioner Michaels understand Commissioner Palmer's point. If we push back the phase 2 a couple years. With all of what we have seen, have community input first, all for what community wants, definitely think there is a lot of places if they were fixed up. D. Heitz said this goes to economic development, when you have beautiful parks, that is how we can help and be a part of things. Commissioner Matthews said we do need more at Splash Valley because it's geared towards younger and there is not a lot of shade there. Do see the need for it. Commissioner Eads recapped the motion for Commissioner Skelly. Mr. Gold went over why we do a rollover bond and how that pays the debt service payment. The alternate bond is paying for the upgrades. Commissioner Skelly is not for bonding out several years but know there is needs.

Commissioner Eads and Spriggs think the larger 3 million. Commissioner Palmer disagrees with it because of the 1 million for splash valley expansion. Echo Dave's concerns, no basis, going on gut feel. Reaching too far out is beyond his comfort level. Upon roll call vote, the following Commissioner voted aye: B. Spriggs, R. Eads. Nay: D. Palmer. M. Matthews, D. Skelly. Motion fails. Is there another motion? Commissioner Palmer made a motion for the 2.2 million, none of proceeds go to splash valley. Commissioner Skelly thinks some of it needs to go to splash. We are learning a lot there and it will help guide us. Is there a second, no second. Commissioner Skelly made a motion for 2.2 million without provisions, seconded by Commissioner Matthews. (2.2 million without provisions). Upon roll call vote the following Commissioners voted aye: Commissioner M. Matthews, D. Skelly, R. Eads. Nay: B. Spriggs, D. Palmer. Motion passes.

### **Capital List A or B dependent on bond proceeds**

D. Heitz has been working with Farnsworth for on OSLAD for Splash. 50% is what we would have to match. \$800,000 would be dive well and shade. Needs direction from board. Commissioner Skelly said yes. Commissioner Eads said it's a no brainer. D. Heitz said the OSLAD is a commitment. Commissioner Palmer said the OSLAD is enticing, not sure adding another amount, not sure that's going to increase the attendance but will increase operating costs. Commissioner Matthews asked if we don't do anything for splash, and put resources elsewhere, how many years before we can go to phase 2? D. Heitz said minimally would be 2033. Mr. Gold said the call feature would be 2029, locked in until then. We can negotiate for an earlier call feature but that can impact the costs. Commissioner Palmer said sometimes we are given opportunities; we struggle to do it even when we can't afford it. You've showed us

the vehicles. How did we even get to this point with the vehicles? Think we need to step back and look at the other needs. It's taking \$400,000 away from things that are so clearly needed. Mr. Gold said if you wanted to leave yourself future flexibility, look at 2 million, 20-year option, can roll in another issue 5 years from now and leverage lower interest rates, more flexibility but will pay for that. Commissioner Palmer said that option appeals to him. If we used the \$400,000 for the grant elsewhere, more people could see and take advantage of it. If you use it to Splash Valley, only those that use splash valley see it. Commissioner Eads said up to 2.2 is already approved. Commissioner Eads and Skelly agrees with taking advantage of the free money. Attorney Freeman asked the board if you want Dayna to do the application, and if you get the grant, you don't have to take it, but you will never get it again. A motion to approve Capital list for Grant purposes was made by Commissioner Skelly; seconded by Commissioner Matthews. Upon roll call vote the following Commissioners voted aye: D. Skelly, R. Eads. Nay: M. Matthews, B. Spriggs, D. Palmer. Motion fails. Please check your notes on this motion and vote please!

**Ordinance authorizing the issuance of General Obligation Park Bonds (ARS) in the amount not to exceed \$3,250,000 for park purposes and for the payment of the expenses indecent thereto.**

Attorney Freeman read the ordinance. Up to 2.2 million.

A motion to approve the ordinance authorizing the issuance of general obligation park bonds was made by Commissioner Eads, seconded by Commissioner Spriggs. Commissioner Skelly we just gave \$400,000 away. Now if we want to do something at Splash it's dollar for dollar. Crazy not to do the other way. Not doing a massive improvement and back 8-9 years. Think we are all over the place. Commissioner Spriggs asked if we are jumping the gun on splash, don't know how this year has been. How can we ask for more money to put more things at splash when we have no idea how we have done. Commissioner Skelly said we have tied our hands for 9 years and can't, in theory, put big money out there. Commissioner Palmer said the list is so long. We can spend 2 million fast. Upon roll call vote the following Commissioners voted aye: B. Spriggs, D. Palmer, M. Matthews, D. Skelly, R. Eads. 5 Ayes, 0 Nays, Motion Passes. Commissioner Spriggs asked if Dayna is comfortable with 10 years. Yes.

**NEW BUSINESS**

**Alderman Crawford-Governor Small Park**

3<sup>rd</sup> ward Alderman. 5 years ago, we started a project that never got off the ground. Had a donor from KVCC that was going to give the limestone for the governor small path. They used to be 5 foot wide and are barely a foot now. We had public works that was going to donate equipment and time before the project got squashed. New mayor and the donor are still on the table for the limestone and the mayor will let us use public works equipment to do this.

Director Heitz was onboard with this. She'd like to make it ADA accessible. Asking the board, we do have an intergovernmental agreement, if we need to draw something up for this agreement we can. Like to see it before fall. The last 5.5 years ago, we were going to get it done in 2 weekends. The paths are really narrow now. We were going to use a skid steer and shave it down an inch or so. D. Heitz said it needs to be a minimum of 6 feet and the slopes can't be more than 1 ¼ incline or decline and turns are separate figures too. Really like to see it wide enough. We have ADA money within our budget. Mr. Crawford wants to see if you want to do the project but maybe we could work with the city or the county to make the project a little better since they received covid money. All on board and thanked Mr. Crawford.

### **Amendment to the Disorderly Conduct & Noise Ordinance**

A motion to approve an Amendment to the Disorderly Conduct & Noise Ordinance 1.9 was made by Commissioner Skelly, seconded by Commissioner Palmer. Commissioner Spriggs asked if this is just a noise ordinance. D. Heitz read the ordinance. Commissioner Palmer asked if they know specifically the times and the 50 feet. D. Heitz said they don't give copies of the ordinance. That has been sent to all the police commanders and they know of them and they can write citations if it's not met. This matches what the city is. Commissioner Palmer thinks the renters should get a copy of the ordinances. D. Heitz said there is no way to give them every ordinance. If we want to make our rental agreement longer, we can add them. Commissioner Skelly said you could use one sentence for each ordinance. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads. Motion passes.

### **Ordinance 2.12 Amusement Inflatables & Bounce House**

A motion to approve Ordinance 2.12 Amusement Inflatables & Bounce Houses was made by Commissioner Skelly, seconded by Commissioner Palmer. Commissioner Palmer thanked Dayna for her work on this. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads. Motion passes.

### **Director Goals 2020-2021**

D. Heitz: Those goals were emailed to commissioners. They were originally sent out in March. Red lines are the updates.

## **STAFF REPORTS**

### **Superintendent of Buildings & Grounds**

**Rick Collins:** Working on preparations for 4<sup>th</sup> of July. Commissioner Eads asked about staffing. Commissioner Spriggs asked about doing the riverbanks.

### **Superintendent of Business**

**Melissa Woodard:** Placed ads in paper for seasonal maintenance and rec instructors. Closing our fiscal year and prepping for new. Lauterbach and Amen will be here tomorrow to assist and audit will be in July.

### **Superintendent of Recreation**

**Kyle Burton:** Prepping for special events in July.

### **RMSC**

**Louis Lombardo:** Nothing new from report. Commissioner Palmer asked about police officers doing walk throughs. Commissioner Eads asked if you could keep Dayna updated on this, did receive assurance that this would happen.

### **Executive Director**

**Dayna Heitz:** Neighborhood watch program has been sent to Attorney and to Chief to review. Will need to do an ordinance for this. Intention is to work with neighborhood associations and police to start a park watch.

### **COMMITTEE REPORTS**

#### **KCCVB:**

**Dayna Heitz:** NA

### **Historical Society**

**Commissioner Eads:** Did not make the meeting.

### **SRA**

**Commissioner Palmer:** Long list of their activities. Some are still by Zoom. Spoke with Tom last week, thought there was about \$1700 that would be remitted back to us. By Tom suggesting to give it back to the districts, he forgot to consider the perception from the not-for-profit organization. The commitment is still there but there is some hesitancy. D. Heitz asked if they can legally move the money to their foundation or does it have to come back to the districts? Commissioner Palmer said they just want to keep it. Director Heitz thinks they should keep it. Board agrees.

### **KRS**

NA



## **COMMISSIONERS FORUM**

Commissioner Eads had the meeting with Commander and Chief. Got some commitments. Recent problems with rentals, given the amount of the money they have to put towards the parks, we can keep their deposit. Thinks that's a stronger message. D. Heitz said citations isn't necessarily the way we want to go. Even 501C3 will now be required to pay a deposit. They will get a discount on the rental but the deposit is the same as everyone else. Commissioner Eads said if people come to meetings begging for their money, it's not going to happen. If they don't follow the rules, there will be consequences. Commissioner Skelly said he is a little leery about park watch because of the incident he encountered. Police department needs to understand that some of the cars parked on the grass may not be the renters. Ask at next meeting how many citations have been written. D. Heitz said they are supposed to give copies of citations. Commissioner Eads said we will be meeting monthly with them.

Commissioner Eads thanked everyone for their input tonight.

D. Heitz mentioned the dragon boat races.

Commissioner Palmer said there is an event for the bike races in Cobb Park. Think there have been vehicles driving in the park. D. Heitz said the only thing they have asked from us are more garbage cans, nothing else. They are not signing an agreement.

D. Heitz said Mark Steffan hadn't approached the admin before the board about doing strawberry fest again. We did have damage from Rhubarb Fest, not strawberry fest. They wanted to expand strawberry fest and we could not accommodate.

Commissioner Spriggs was at Strasma Park and it was terrible. Asked if we are going to get mulch there or redo tennis courts there. D. Heitz said we did not put tennis courts on the capital list. We have plans to do mulch at the parks. We don't have the staff right now to spread mulch.

Commissioner Palmer received feedback from Symphony at Cobb Park, there were 30 attendees at the 2pm and 3:30pm.

## **Executive Session**

NA

## **ADJOURN MEETING**

A motion to adjourn the meeting was made at 7:18pm by Commissioner Spriggs, seconded by Commissioner Palmer. Upon voice vote, all ayes, motion carried.

**OFFICIAL REPORTS:**

1. Board Meeting Minutes (April 26, 2021)
2. Bills Payable
3. April 2021 Financials
4. Budget & Appropriation Ordinance #2.10
5. Midland Bank and Illinois Funds Signatory
6. YMCA Land Use Agreement and Advertising Exchange Agreement
7. Executive Director Report

Respectfully submitted: Melissa Woodard