



Kankakee Valley

PARK DISTRICT

Kankakee Valley Park District Board Meeting Minutes July 26, 2021

The Board Meeting was called to order at 5:03pm by Commissioner Eads. Those present for roll call (in person or by electronic means) were Commissioner B. Spriggs, M. Matthews, D. Palmer, R. Eads. Others present (in person or via Zoom): Dayna Heitz, Executive Director, Rick Collins, Superintendent of Building & Grounds (arrived 5:13pm, Melissa Woodard, Superintendent of Recreation, Attorney David Freeman. Not present: Commissioner D. Skelly.

Public Present: Peter Martin, Chris Breach. Louis Lombardo RMSC, Tom Hillgrove, RMSC, others present via zoom.

PUBLIC COMMENT: Peter Martin gave a letter regarding Pioneer Park. Would like to start a program in the winter to give kids a safe place to go. On Fridays for 2 hours. He has a youth organization already. Doesn't have any money. Want the board to consider this. Will also have Bourbonnais and Bradley kids come as well as Kankakee. It will be a chance for the kids to listen to stories from community members.

COMMUNICATIONS

Newspaper articles in front of you.

CONSENT AGENDA

Consent agenda for Monday, July 26, 2021, consists of board meeting minutes (June 28, 2021), bills payable, and June 2021 financials.

A motion to receive consent agenda was made by Commissioner Spriggs, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, R. Eads. Not present: Commissioner D. Skelly

A motion to approve board meeting minutes (June 28, 2021), was made by Commissioner Eads, seconded by Commissioner Spriggs. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, R. Eads. Not present: Commissioner D. Skelly.

A motion to approve bills payable was made by Commissioner Spriggs, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, R. Eads. Not present: Commissioner D. Skelly.

A motion to approve June 2021 financials was made by Commissioner Spriggs, seconded by Commissioner Matthews. Discussion: D. Heitz followed up with Commissioner Palmer from a question last month. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, R. Eads. Nay: Commissioner D. Palmer Not present: Commissioner D. Skelly.

OLD BUSINESS

RESIDENT ADVISORY COMMITTEE

No update. Leaving this under old business. Have spoken to a couple alderman and the Mayor.

ORDINANCE #2.13 CREATING THE KANKAKEE VALLEY PARK DISTRICT PARK WATCH PROGRAM

A motion to approve ordinance #2.13 creating the Kankakee Valley Park District Park Watch program was made by Commissioner Spriggs, seconded by Commissioner Eads. Discussion: D. Heitz included samples in the packet for the program. Have since found out that the township is trying to start something like this. They already have the window and door decals made. Would like to partner with them and give them the brochures we are putting together. Commissioner Palmer has been participating with the neighborhood. What is the end accomplishment when we are stumbling now? Know we have met with the police department. Know there was an event at Beckman Park, was a former park district commissioner, more than just me saw this, city alderman saw it too. We can go through all this, finalize but what happens after that. Sent photos about Cobb Park and was directed to call the police department. Commissioner Palmer said warnings are not acceptable. D. Heitz said it's not enforced by us, won't put staff in harms way. Commissioner Palmer said it's a board decision on how these things are processed. This is a park board and we defined a violation. Commissioner Spriggs said who is going to enforce what you want Don? Attorney Freeman said the park district does not have police. We rely on the city police. We will rely on the way they process. Not aware of any police department that won't issue a warning first. Commissioner Palmer asked if the park district would get to the point of hiring its own security. Commissioner Eads said there is a meeting on the 29th and would like to see the log of warnings, etc. Want to get some comment and affirmation from the Chief. Commissioner Spriggs asked if part of the problem is short of staff? Commissioner Eads would like to see a log and whether a ticket was written eventually. Commissioner Palmer thinks a neighbor park watch provides a false sense of something actually being done. Director Heitz said it goes beyond the parking on the grass. If you see something, say something. We are tag lining it with the park. Commissioner Palmer said we have had people complain about noise as well. Commissioner Spriggs said

consequences, we aren't park police, you are looking for consequences. It's a matter of priority for the police department. Commissioner Eads hopes that enough people call about an issue, maybe more action will be taken, assuming they aren't on another call. Commissioner Palmer said Kelly Johnson is holding a meeting on Wednesday regarding this. Commissioner Eads said one ticket has been issued so at least something has been done. Hopefully getting the neighborhood involved will help. Commissioner Spriggs said if you call the police on minor things, they are too busy to come out, inconsequential phone calls, they may not take something serious. Commissioner Eads highlighted a part in the neighborhood watch program with things people should be called on. Commissioner Palmer talked about the noise complaints too. Upon roll call vote the following Commissioners voted aye: R. Eads. Nay: B. Spriggs, D. Palmer, M. Matthews. Not present: D. Skelly.

RECONSIDERATION OF BONDING AMOUNT FOR CAPITAL PURPOSES

D. Heitz: We have authorization to sell, not to exceed, 3.2 million. At the last meeting, the board wanted the lesser amount of 2.2 million. Asking for the board to reconsider and increase because of the amount of capital that has been needed, currently or in the last 5 years or longer, while the rates are low, and less fees over the time. Not asking you to approve a specific capital list. You have your own ideas as well as what the staff put together. After the bond is obtained, we go back and prioritize and approve the individual projects. The numbers are estimates so it could change from the list that was provided. Do think it would be a benefit for the district to maximize with the current market. Commissioner Eads know the needs of the district far exceed 2.2 million, know the sentiment of the board is not to put anything into splash valley. This way we can meet as many other projects as possible. Attorney Freeman said Dayna only has authority to spend \$10,000 without specific board authority, unless it's an emergency. If you approve additional money, any project over \$10,000 will come before the board for approval. Anything over \$25,000 will have to go through bid process. Commissioner Matthews said the extra million we are responsible for paying back. Was that making us uncomfortable? Commissioner Palmer agreed. Commissioner Matthews said it's still a lot to pay back. Commissioner Eads said getting these fees in one sitting, makes more sense. D. Heitz said we would only be able to do the rollover bonds each year, all within our debt extension base. Attorney Freeman said if you don't take out your maximum bonding authority, you would be able to ask for more money, but then you are incurring more fees. The ordinance is authorizing 3.2 but you tell your advisor how much to sell. If you only sell 2.2, that's what you pay back. Commissioner Palmer said we go for the 3.2 but we only sell 2.2, we still have to take it all out and pay interest on it. Director Heitz said what we sell is what is paid back. Whatever amount is sold, we get the full amount, minus fees, if you decide to spend less, you have that amount for more projects. Commissioner Eads said the needs are such and so great, that 3.2 is not enough for the district. Commissioner Palmer said you are making it cumbersome for the

next board. The board, prior to us, the pattern has been spending and then down the road we have run out of money or we have needs that have not been met. Director Heitz said there is always going to be something that we can't predict. We don't make enough revenue to stash for 5-10 years down the line. Capital is only for project, not wages. This list is going to change, same with a comprehensive master plan, the priorities will change. Every municipality, this is how they receive their capital. Commissioner Spriggs said we need to go look at these things. Commissioner Palmer said we can't do everything. Who are our constituents, and are we serving them? Director Heitz said capital funds can't be used for programming, wages, operations. Commissioner Eads said we offer the community as a whole an opportunity to use the parks. Attorney Freeman said it doesn't have to be 3.2, Dayna is just asking for an increase and she sees the need for more. She would gladly take more but it's not all or nothing. Commissioner Eads said the needs don't include the small parcels that were shown on the tour. Commissioner Matthews is trying to make an informed decision based on what he thinks the needs are. Director Heitz said you are deciding on the amount, not the priority list right now. Commissioner Palmer said the maintenance vehicles are definitely needed, that's a case where we have hidden how bad some of our facilities or equipment are. If you spend \$100,000 of the 3.2, there would be another cycle or replacement for the vehicles before the bond is paid off. Director Heitz said that's why we need a comprehensive master plan; we did do an RFP 6-9 months ago. It is going to cost \$80,000-\$100,000 for this plan. We have a lot of property and facilities which is what makes our cost so much more. We would be starting from scratch, we do not have a plan to update. That is going to set the stage and give the board direction and insight into what path the district should be going with the capital list. Commissioner Spriggs thinks Dayna needs to prioritize the list so we know what needs to be done. Attorney Freeman said once the board decides the number for the bond, staff can give a list to the commissioners with her prioritizing projects. Commissioner Palmer asked if we spend all the money, what happens if we have an issue and need something done.

A motion to approve the reconsideration of bonding amount of \$3.25 million for capital purposes was made by Commissioner Eads, seconded by Commissioner Spriggs. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, R. Eads. Nay: D. Palmer. Not present: D. Skelly.

COMPREHENSIVE MASTER PLAN DISCUSSION

Director Heitz said this is something the district really needs. Commissioner Eads asked if we could do that ourselves? Director Heitz thought we had the capacity prior to Covid but don't feel we have the time now. Want to make sure it's top-notch professionally done. It would be between \$80,000-\$100,000 and come from the bond. Commissioner Eads thought the plan was to find out what areas you are lacking in. Director Heitz said the community will tell us

what they want, we will find the areas we are lacking in, etc. They will tell us we have too many parks in one area and not enough in other areas to serve the community. Did give a sample so you could see what a general plan would be. Commissioner Palmer said we have no history of the performance for splash valley, shows it lost about \$15,000. We have a 2 million bond on it, there is bond annual interest. The tax payers still have to support but the pool will not go on indefinitely. Things get old and wear out. The \$15,000 monthly isn't a true reflection. It's misleading. Director Heitz said their financials are operational. We are not run like a corporation. We do not charge off bond fees to facilities. Nothing last forever. The master plan will tell us how we do nationally with ratings. They will do park and facility assessments as well as rec program assessments. Marketing and branding is another area. This would be through Farnsworth and they would come before the board. Commissioner Matthews asked if the plan includes budget? Director Heitz said it does include funding projections. Attorney Freeman clarified that Dayna just wants direction from the board right now. Commissioner Eads would like Dayna to continue. Commissioner Spriggs asked if you can shop around? Director Heitz said we did an RFP 6-9 months ago and received one of seven sent out. Commissioner Palmer is very guarded about consultants. Commissioner Spriggs asked if we really need a master plan? Director Heitz said yes, this board and staff needs direction and a plan. Commissioner Matthews would like to hold off. Commissioner Palmer would like to hold off. Commissioner Spriggs would like to hold off.

NEW BUSINESS

NA

STAFF REPORTS

SUPERINTENDENT OF BUILDINGS & GROUNDS

Rick Collins: Added a new ADA swing at Cobb and Jeffers. Installed some new signs at Beckman, Goselin, and boat harbor. Only done mulch at River Road and Jeffers. No additional employees but do have some applications.

SUPERINTENDENT OF BUSINESS

Melissa Woodard: SKDO was here last week for the fieldwork. They have everything we needed and said everything went well. Hope to have draft the end of August.

SUPERINTENDENT OF RECREATION

Kyle Burton: Touch a truck was a couple weekends ago. About 500-600 people attended. NSA tournament this weekend. Commissioner Eads received compliments from the event. Excellent job.

REGIONAL MANAGER -RMSC

Louis Lombardo: Continue to work with hockey and hope to have more usage and increase participation at Ice Valley. Splash Valley said we have seen over 14,000 visitors this season. Have had lots of bad weather days and continue to book groups. Continue to look for lifeguards to finish the season as we lose some staff to go back to college. Commissioner Eads asked if the police have still been stopping in? Yes. Director Heitz said we did have an issue within a certain family. We will be sending them a letter letting them know they are not able to return. Commissioner Eads asked if we have a guideline or rules? Director Heitz said immediate expulsion would only happen with safety issues. This issue was distracting lifeguards, threatening staff and vulgar language. He will not receive his money back. Commissioner Spriggs asked about front desk and concession staff? Louis said they are pretty well staffed and they are helping out at an NSA tournament this weekend.

EXECUTIVE DIRECTOR

Dayna Heitz: As you know we are supposed to have the dragon boat races over Labor Day. We put a deposit down and started this a couple years ago. Covid hit and had to reschedule. We are a little more than a month out and have a 1/2 a boat and 4 individuals. Wednesday is our deadline for paying the program in full if we are going to continue. We have done everything we can to advertise. We can either postpone or take the loss. Wanted you to know that we will make that decision this week.

Mr. Martin spoke earlier regarding his youth program and wanting to use Pioneer Park. He is looking to use the building from 5:30-7:30pm. Commissioner Spriggs said we don't do free. Commissioner Matthews said they can use the pavilion there.

Estival Festival has been working with Shelby for some time now. They have reserved the bandshell so far. They are looking to partner, which means they want something free. It's very similar to the BBQ event we had here a couple years ago. Don't know if our electricity would handle what they need. We would need to set up fencing, give them the grounds, use our port-o-lets, and they would pay electricity. Came up that they would need to pay us \$1000 or 25% of their proceeds, whichever is more. Commissioner Eads thinks if you think this is fair, I'm good. Commissioner Spriggs doesn't think that's fair. Commissioner Matthews said you are the expert and asked why Commissioner Spriggs thinks it's not fair. Commissioner Spriggs said we have had issues in the past. They had to have security. Commissioner Palmer asked if you included an hourly rate for your own time? For conversing with staff and back and forth with them regarding the plan. Value your time and think there are hidden costs that are not being accounted for. Commissioner Matthews thinks \$1,500 would send the message. Commissioner Eads said \$1,500 minimum or 25% of proceeds whichever is more.

Would like to talk about the agreement with RMSC. There is an issue with the insurance. It's primarily the umbrella for splash valley. Tom Hillgrove: When we were interviewing for this and preparing a budget. We used numbers we have been using for 10 years. The numbers we have submitted were historically valid. Covid has blown up the rates. We were off by about \$45,000. Director Heitz said the contract was \$11,400. Commissioner Eads asked if we are in a binding contract? Director Heitz signed the contract but they have not. Commissioner Eads said we had an agreement as of April 1 so aren't we bound by that agreement. Tom Hillgrove said yes but we are coming to you saying we had an unusual situation and we are upside down. The insurance on the ice rink is slightly higher but I'm willing to eat the cost. Will run splash valley through September 6 and how do we go forward with a \$40,000 hit on water park with just the insurance. Tom's suggestion is we will continue operations through September 6 and would like to continue with ice valley and continue under our contract through the end. Director Heitz stated operations through September 6th but they need to close the facility. Tom stated it will be better if the park district keeps the insurance for the splash park. We can perform a lot of the services but would be better if we could take it off the policy at the end of September. Commissioner Spriggs asked Dayna why the agreement isn't signed? Tom said we have to agree on the incentives but are functioning as if it's a contract. Commissioner Spriggs said it bothers him that the contract is not signed. You came on board with us the end of March, there was no anticipation on insurance rates going up? Tom said there was no way to predict this was going to happen. Director Heitz accepts that he is going to stay on and finish splash valley and then the board discuss matters and amends matters. Director Heitz went through the highlights of contract and the benchmarks. Commissioner Eads said the board will discuss it and get back to them. Commissioner Palmer asked for Dayna's definition of gross versus net. Director Heitz said net operating income, revenue minus expenses.

Would like some feedback on the annual report. Commissioner Eads said Angie did a great job on the report. Director Heitz thanks Commissioner Eads for the nudge and support on doing the annual report again.

COMMITTEE REPORTS

KCCVB:

Commissioner Matthews: Elected officers and updated manual.

HISTORICAL SOCIETY

Commissioner Eads: Meeting this Wednesday.

SRA

Commissioner Palmer: Van disposal they want to get rid of because they aren't using it.

KRS

Director Heitz: Things are moving along. Majority of the committees are made up of new members. So much going on right now. We need someone from the district who is able to attend. Commissioner Skelly is on that committee but he couldn't attend. Do need someone there to represent the district besides myself. I'm on it as a community member but have been doing dual hats for a while. Do have a meeting in August. Commissioner Eads will do that.

COMMISSIONERS FORUM

Commissioner Palmer said Kelly Johnson mentioned that she had a conversation with the mayor that they are giving consideration to putting security cameras in the park district parks. She knows the parks does not receive Covid money so there may have been some conversation on that. Director Heitz said some parks we would struggle with Wi-Fi signal.

Commissioner Palmer said there was an organization that wanted to paint something in Bird Park? Think there is no value in painting something that is an eye sore. The building should be torn down.

Commissioner Palmer thinks he may not be here for the August 23 board meeting. Director Heitz said we are required to have a quorum in person.

Commissioner Eads said Dayna and Bill and I are having a meeting with the police department this week regarding the parks and violations.

Attorney Freeman said in regards to the RMSC agreement, do you want staff to come up with some possibilities or do you want to wait and have the board decide. Commissioner Eads would like staff and Dayna to discuss and then bring to the board.

EXECUTIVE SESSION

NA

ADJOURN MEETING

A motion to adjourn the meeting was made at 7:12 pm by Commissioner Spriggs, seconded by Commissioner Matthews. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. Board Meeting Minutes (June 28, 2021)
2. Bills Payable
3. June 2021 Financials
4. Resident Advisory Committee
5. Ordinance #2.13 creating the Kankakee Valley Park District Park Watch Program
6. Superintendent of Building & Grounds report
7. Superintendent of Business report
8. Superintendent of Recreation report
9. Regional Manager – RMSC report
10. Executive Director report

Respectfully submitted: Melissa Woodard