



Kankakee Valley

PARK DISTRICT

Kankakee Valley Park District Board Meeting Minutes December 13, 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. Skelly, R. Eads, D. Palmer (via Zoom),. Others present (in person or via Zoom): Dayna Heitz, Executive Director, Melissa Woodard, Superintendent of Recreation, Attorney David Freeman & Patrick Miner. Not present: Rick Collins, Superintendent of Buildings & Grounds

Public Present: Conner Stroud SKDO, Chris Breach Daily Journal, other public present via zoom.

Public Comment: NA

COMMUNICATIONS

CONSENT AGENDA

Consent agenda for Monday, December 13, 2021, consists of board meeting minutes (November 8, 2021).

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, D. Skelly, R. Eads.

A motion to approve board meeting minutes (November 8, 2021) was made by Commissioner Spriggs, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads.

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

A motion to approve the October financial statements was made by Commissioner Spriggs, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Skelly, R. Eads. Nay: D. Palmer.

OLD BUSINESS

Acceptance of Audit for 2020-2021 Fiscal Year – Conner Stroud, SKDO

Director Heitz introduced Conner Stroud from SKDO. Mr. Stroud explained the bound audit packet and the letters to the Board. Mr. Stroud explained the opinion and the financial statements. He also went through the management letter with their recommendations. He talked about the estimated amount that was due to RMSC. Annual financial report is completed. Once approved, we can submit to the Illinois Comptroller and we have until January to do that. Wanted to thank you again for doing the audit.

A motion to accept the audit for 2020-2021 fiscal year was made by Commissioner Spriggs, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads.

Tax Levy Ordinance 2.15

A motion to approve tax levy ordinance 2.15 was made by Commissioner Spriggs, seconded by Commissioner Matthews. Discussion: Director Heitz read the levy information. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads.

NEW BUSINESS

Engagement of Leopardo Companies for the engineering, bids, and construction management of Beckman Harbor

Director Heitz asked to table this until we have the full proposal. Commissioner Eads said they are the only ones who will be submitting a proposal. Director Heitz said one other organization doesn't have the qualified engineer and the other group said when it went to their higher ups, they said they didn't want anything to do with it. Commissioner Skelly asked if it would be a proposal for their services or the whole project? Director Heitz said it would include a design build.

A motion to table the Leopardo Companies for the engineering, bids, and construction management of Beckman Harbor until next month was made by Commissioner Spriggs, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads.

Project Proposal from KVCC for the River Run Dog Park parking lot in the amount of \$14,190

A motion to approve the project proposal from KVCC for the River Run Dog Park parking lot in the amount of \$14,190 was made by Commissioner Skelly, seconded by Commissioner Eads. Discussion: Director Heitz said this is something KVCC can handle. Our employee Bob Freyman can oversee it. Got an answer about permitting today. We will need site plans, need to meet with city storm water and then the city would do a review. Also need to ask for a variance. The

city code states that all city parking lots need to be concrete, asphalt, or pavers. We were going to use gravel. This is less than we budgeted. Commissioner Spriggs asked if anyone else thinks this is exorbitant? Commissioner Eads is for anything that can improve the quality of life to our facilities. Know a lot of this stuff seems exorbitant, but everything is going up. If it's positive and the more we can do for people, all for it. Director Heitz said right now people are parking in the grass. Commissioner Spriggs asked if the campground is gravel? Director Heitz said yes, all gravel. The softball fields have gravel parking. Commissioner Palmer asked if there will be any border to contain it? Director Heitz said no but it will be level. There will be an actual entrance into the parking lot. Commissioner Skelly said every time we bring something to the board, the price makes us pull back. Commissioner Matthews thinks it's expensive and we have a lot of other things on our plate like the harbor. Commissioner Skelly said do we really want people parking on the grass? It's just classing it up. We have an ordinance against parking on the grass. Upon roll call vote the following Commissioners voted aye D. Palmer, D. Skelly, R. Eads. Nay: B. Spriggs, M. Matthews.

Project Proposal with KVCC for Steve Hunter Park parking lot in the amount of \$19,765

A motion to approve the project proposal from KVCC for the Steve Hunter Park parking lot in the amount of \$19,765 was made by Commissioner Eads, seconded by Commissioner Skelly. Discussion: Commissioner Spriggs asked what the base is? Director Heitz said it would be gravel too, but we need to see if we can get a variance since this is a neighborhood. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads.

Ford F-150 trucks from Taylor Ford in the amount of \$89,947.20

A motion to ratify consensus for the purchase of 2 Ford F-150 trucks from Taylor Ford in the amount of \$89,947.20 was made by Commissioner Spriggs, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads.

Stake bed Truck from D'Orazio Ford in the amount of \$58,646.60

A motion to ratify consensus for the purchase of stake bed truck from D'Orazio Ford in the amount of \$58,646.60 was made by Commissioner Spriggs, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Palmer, D. Skelly, R. Eads.

KYHC Insurance

Director Heitz said we received their insurance certificate today.

Budget Amendment Ordinance 2.18

A motion to approve the budget amendment ordinance 2.18 was made by Commissioner Spriggs, seconded by Commissioner Eads. Discussion: Director Heitz explained the budget ordinance. We have 2 items we need to amend. After this came out, we need to amend for the harbor as well. Want them to change exhibit A because the majority of revenue and expense is at the end of our fiscal year. Rather have an accurate budget than plan on it and have to do another one. Attorney Freeman doesn't recommend approving without having the number with it. We will approve it as is. Commissioner Palmer is still confused why we have to do this? Director Heitz said this is because our financials didn't include all of Ice Valley and Splash Valley in it because we had planned on RMSC managing it. Commissioner Palmer thinks it was a mistake that we didn't include them originally. Director Heitz said we were advised to do it this way because it includes revenue as well as expense. Commissioner Palmer doesn't see the logic. It becomes impossible for the board to understand the financials. It's beyond the responsibility of the board, as volunteers, to piece together the financials of the park district. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Skelly, R. Eads. Nay: D. Palmer.

STAFF REPORTS

Superintendent of Buildings/Grounds

Rick Collins: See report.

Superintendent of Business

Melissa Woodard: See report. Working on budgets and hiring for seasonal positions.

Superintendent of Recreation

Kyle Burton: See report. Getting things prepped for all our upcoming events.

Executive Director

Dayna Heitz: Covid is making it's way through our employees. Would like to put together a policy regarding staff testing if they have symptoms or have been exposed. We are short staffed as it is, so if it keeps going, we would have to shut down. Attorney Freeman said without a policy, we can only ask people to do something. This is for the health and safety of employees and patrons. Need to put in place a policy. If they refused, they would have to go home. Will put together a policy for the board review.

Director Heitz said we have a request for an event at River Road. They want the grounds, stages, electricity, vendors, alcohol, expecting 500 people and will charge for the event. Not real comfortable with this as there is no design for how this will be executed. Concerned that

our security deposit is only \$450. Commissioner Eads said these kinds of events have problems. Commissioner Eads, Spriggs, Matthews, and Palmer are against this.

A gentleman is interested in hunting with a bow and arrow at our river road property and would put up cameras. PDRMA does have a hunting release and waiver. Our concern is we are not comfortable with cameras in our trees, and if we allow this individual, how many others do we allow and how many can we have. People do walk the path and sometimes off the path. Commissioner Eads said we would be sued. Attorney Freeman said this is not a good idea regardless of PDRMA having a form. Commissioner Palmer said he is coming on to Park District property for free when other farmers get paid for it. Director Heitz said when there is an actual program, that area was completely closed off. Commissioner Spriggs said it's a recreational area not hunting. Commissioner Skelly talked about the state park. Commissioner Mullady used to do this as a program. Posted a barricade that said hunting in progress and that's all the warning that was given. Attorney Freeman said he is asking for permission and now we know. The bottom line is, you don't want to get involved in that kind of scenario. Commissioner Spriggs, Eads, and Palmer are against it. Commissioner Matthews said if there was a place out in the middle of no where, it would be a nice amenity.

Commissioner Skelly talked about the KRS executive director and splitting the wages. Not sure where he stands on that. Taking tax payer funding for KRS is a slippery slope and it's partial. Director Heitz said it's about \$35,000 annually. Looked at it as the partnership, similar to the museum. We have plans to develop not just the city land but park district land. Commissioner Skelly said we have nothing written down about who gets what. They refuse to talk to us about maintenance. Lots of pipe dreams but nothing. They want to hire an executive director and they want us to pay 1/3 of it. Commissioner Eads said they will fund the director moving forward. Attorney Freeman said you need something in writing. Commissioner Eads said we have been meeting in reference to this and outlining exactly what the ED would do. We just wanted to make sure we had the money there. Attorney Freeman said we are putting the cart before the horse. Commissioner Skelly would like to see something more concrete. Commissioner Spriggs said this is taxpayer money we are talking about. Commissioner Eads said for the next meeting, we will ask for each entity's responsibility.

COMMITTEE REPORTS

KCCVB:

Commissioner Matthews: No quorum last meeting.

Historical Society

Commissioner Eads: Meeting later this month.

SRA

Commissioner Eads/Palmer: Mouse races was a great event. Cleared about \$11,000. Very appreciative for the gift baskets we donated.

KRS

Commissioner Eads/Director Heitz: NA

COMMISSIONERS FORUM

Commissioner Eads wanted to wish everyone a Merry Christmas.

Commissioner Skelly was approached by Terry from Bradley. Village of Bradley wants to buy the lower part of LeVasseur. He has a number in mind. He just asked if it could be brought back up to the board to see if there was any interest. Mayor Watson is trying to increase the recreational space. Would be annexed in. They have a ton of money to run lighting up the path. It would improve LeVasseur Park. Commissioner Eads said he can come back in when he has a proposal. Commissioner Skelly said at the last meeting we were willing to get rid of surplus property to make things easier for maintenance. Commissioner Spriggs will never consent to selling property. Commissioner Palmer and Matthews are receptive to hearing what they have to say.

Executive Session

NA

ADJOURN MEETING

A motion to adjourn the meeting was made at 6:18pm by Commissioner Spriggs, seconded by Commissioner Eads. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. Board meeting minutes (November 8, 2021)
2. Bills Payable October
3. Financial Statements October
4. Audit 2020-2021 Fiscal Year
5. Tax Levy Ordinance 2.15
6. Engagement with Leopardo Companies for Beckman Harbor
7. Project Proposal with KVCC for River Run Dog Park
8. Project Proposal with KVCC for Steve Hunter Park
9. Purchase of 2 Ford F-150 trucks
10. Purchase of Stake Bed truck

11. KYHC Insurance
12. Budget Amendment Ordinance 2.18
13. Superintendent of Buildings & Grounds Report
14. Superintendent of Business Report
15. Superintendent of Recreation Report
16. Executive Director Report

Respectfully submitted: Melissa Woodard