



Kankakee Valley

PARK DISTRICT

Kankakee Valley Park District Committee Meeting Minutes October 12, 2021

The Board Meeting was called to order at 5:00pm by Commissioner Eads. Those present for roll call (in person or by electronic means) were Commissioner B. Spriggs, M. Matthews, D. Palmer, D. Skelly (arrived 5:01pm), R. Eads. Others present (in person or via Zoom): Dayna Heitz, Executive Director; Rick Collins, Superintendent of Building & Grounds; Kyle Burton, Superintendent of Recreation; Melissa Woodard, Superintendent of Business; Attorney David Freeman & Patrick Miner. Additional staff present: Ariana Padilla, Zach Mullady, Mick Mullady, Tyler Macak, Abe Calderon, Bob Allen, Eric Gray, Jim Barkus, Angie Tousignant, Lisa Krenkel, Michelle Stow.

Public Present: Chris Karraker, Rosemary Lonergan, Chris Breach

Public Comment: : Chris Karraker-tenant at boat harbor. Here in regards to damage to harbor. Hope you take into consideration, when you do the repairs, input from people who use the river. Know Commissioner Skelly is very familiar with river. Use people knowledgeable about river.

Director Heitz thanked Chris for making the phone call to Greg. Commissioner Spriggs thanked him too.

Rosemary Longergan-was here last month. What is the timeframe to get a response? It's been a month. Signed in and haven't heard back. Obviously, no one is monitoring the cameras. We pay for the service; we have the right and deserve to know who is monitoring. Did not receive a phone call that night or about the boats needing to be out. If hadn't seen it on facebook or known from Chris, would have ended up down the river. Been told many times that harbor needs repairs. Been ignored. 72 slips, average of \$450, no reason repairs shouldn't have been done. 3 inches of rain was quoted in paper but it was lack of maintenance. Able to get boats moved. Only saw Greg. Hope it can be repaired this year, not next.

COMMUNICATIONS

In packet.

INTRODUCTION OF STAFF

Director Heitz took this opportunity to introduce staff. Not all Commissioners know staff. Commissioner Eads said Angie does a fantastic job, fortunate to have you. Department heads introduced their staff even if they could not attend the meeting.

OLD BUSINESS

KVPD Improvement Plan

Director Heitz said we were supposed to meet today with adjustor regarding the harbor, they had to reschedule for tomorrow. We have multiple items that are part of the capital. We do need an ice edger for Ice Valley as the one we have now is broken. If we get the Zamboni brand, it would last much longer if it is taken care of. This is estimated at \$7500. Also need to start replacing zam batteries. The quote for that is from 2 years ago, it was almost \$11,000 at that time. They have a 5-year life span. We need to replace some skates. List includes everything we have talked about. Would like to begin some tree plantings. Working with Chris at Tholen's. Commissioner Spriggs asked how we were going to water them. Rick said we get the water bag; we fill the bag once or twice a week. Director Heitz said one person would be in charge of watering all the trees once or twice a week. Chris at Tholen's said we only need to water once a week and then right before Thanksgiving, saturate the ground. Tholen's will also do the plantings. Commissioner Palmer said Morton Arboretum has a list of trees that can sustain climate change. Know that growers have inventory of trees. Not ready to surrender the order to the person selling without the board quantifying the order. Wants to know how you interviewed him. Director Heitz said we have worked with Sniders and Tholen's. He has been instrumental in other projects we've done. Commissioner Spriggs asked if we can ever do anything without having a hostile conversation. This is a waste of his time. Rick just told us who he is getting the trees from. What more do we want? Commissioner Eads asked if they are coming from their nursery? Yes. Been grown in our soil. Attorney Freeman said you did not tell them what you want. You brought him to the park and asked what he recommends. Let's ask him to answer Commissioner Palmer's questions. Commissioner Spriggs said he thinks it's a good idea for Don to go to Tholen's and speak to him. Commissioner Eads said the beauty of dealing with someone local, they are growing local. And they are planting it, guaranteed a year. Had good experience with Tholen's. Director Heitz said we do not have info on the harbor yet. Work with marine engineer, adjustor, and risk management. Will start removing the docks this week and put into the parking lot and they will do their assessment. The cameras are not monitored 24/7. Available to police for security issues and in this situation will give to adjustor. Also included quotes from Piggush and Bright Architecture. Some projects will require both services. This will be on the October board agenda. Piggush will do the bulk of things. They will do the construction management. Broke this down so it could be based within one scope so we can stretch our dollar further. This is how we did the River Road sewer and road project. Bid them separately and when we did them together, came in under budget.

Finish old ball diamond road and the parking lot at Pioneer Park. Work at the Civic auditorium will primarily be ADA. Would also repave the back road, new sidewalks, the front ramp, and the back isn't ADA accessible. The Civic, Quarry, River Road shop, Ice Valley structural issue. Piggush's list is much more extensive. Director Heitz went through the list of needs. Working on some maintenance vehicles. There is a stakebed in Wilmington. It's less than what we anticipated. We will be going out to bid. There are some local dealerships that would like to bid on it. Commissioner Skelly asked why we need an architect to do a contractor's work. Director Heitz said Piggush would do the bids, and help with permitting. Commissioner Skelly thinks we are overpaying. Why do we need an engineer for the parking lot. Director Heitz said we have all these projects. We can't manage them all. If we go out to bid, we are going to get a lesser price. They will help us get all the permitting, be on site, etc. Anything over \$25,000, we have to go out to bid. Commissioner Palmer said we don't have enough in the budget to do the quarry. Director Heitz said we might not be able to do something else to make it up. Commissioner Skelly doesn't think we need Piggush for the parking lot at Pioneer. Rick could meet KVCC and figure it out. For some of these things, if the district is looking to take it off our plate and do it, fine. Maybe we look at a builder to subcontract it all. Commissioner Spriggs thinks the Quarry will be a great rental building and we will recoup. Director Heitz said for KVCC to get permitting, do the work, etc., we would still have to go out to bid if it's over \$25,000. Or maybe we hire someone specifically to oversee. Commissioner Eads asked if Rick could oversee some of these projects. Rick said yes, we can. Commissioner Eads asked Rick to look at the list and decide which projects you feel comfortable overseeing. Commissioner Palmer said one of the things the engineer would bring to the table would be ADA issues. A builder isn't going to know that. Commissioner Skelly disagrees. Director Heitz does not believe Rick and his guys have the time to oversee projects on a day to day. Commissioner Matthews recognizes we are low on staff and expertise. Understand the need for hiring an engineer and that it's a ridiculous amount. Want to see visually, what makes our decisions. Is there some kind of graph that helps us make decisions? We spent so much money on Ice and Splash and we lose on them both. Feel lost on the amounts and the decisions. You present 2 pieces of paper and discussion but ultimately, what should be our guide. Director Heitz said that goes back to the capital list that was presented before you were on the board and after. Working on priorities. The board does not want an outside organization to do the master plan so we had no direction. This is why we put together our own. We get the phone calls on the needs of our community and that's how we have done the capital list or improvement plan. It's not a comprehensive plan. It's what we can do in house. Commissioner Matthews asked if they are tied to a value? The harbor makes money so we should spend the money to fix it. Director Heitz said there are things in our park system we can't put a dollar amount on. Commissioner Matthews asked to see the reasoning for why things are on that list. Commissioner Spriggs said it comes down to money. Director Heitz said she gave you the information on why things were listed on the

capital list. Commissioner Eads said when we decided not to do master plan, come up with the priorities. Staff knows the needs which is why we defer to them. Commissioner Spriggs said we have a baseball field at LeVasseur park with no bathroom, have to figure out which we need more. What needs to be fixed the worst. Commissioner Eads said our need is far more than the bond we just received.

Kankakee City Fisherman's Park – No update

Kankakee City Hobbie Avenue Improvement Plan – No Update

NEW BUSINESS

Telecommuting Policy

Director Heitz said this is a policy that many districts have but we didn't. Worked with other districts on this policy. With approval, staff can work from home if needed. It can be various reasons. Sometimes it's very hard for me to be in a zoom call all day so I don't have these interruptions. Society has changed and there are so many interruptions and we aren't leaving for meetings, there are various reasons for this policy. Did do a memo on it. Attorneys have reviewed it. This is not subject to all jobs. Maintenance cannot work from home.

Commissioner Skelly asked whose discretion it is? Director Heitz would approve the work from home request.

STAFF REPORTS

Superintendent of Buildings & Grounds

Rick Collins: See Report. Working with Dan Ahearn. He is going to be doing zam training this week. Right now we only have one person who can drive the zam. Worked with Maverick Pool on winterizing the pool. Staff attended the chainsaw safety program. Covered up the graffiti on the tree at Cobb. Commissioner Eads said at the last meeting you presented about the maintenance program. Rick said we talked to a couple other companies but haven't heard back from all. Commissioner Spriggs said what you are presenting and having more staff, see vast improvement in our maintenance building and says that's because of you.

Superintendent of Business

Melissa Woodard: See Report. Dayna and I have had several meetings with Lauterbach and Amen regarding RMSC financials. Been working on hiring staff but it's a struggle.

Superintendent of Recreation

Kyle Burton: See Report. Softball is over. Preparing for our kids Halloween Party. A lot going on this weekend. Big NSA tournament, 5K, movie in the park, and the trunk or treat.

Executive Director

Dayna Heitz: See Report. Kyle and Lisa are working with museum on a spring movie in the park. Estes will be taking care of some trees at the Civic/museum, weather dependent. The museum asked if the park district would assist with the gallery of trees this year. November 10th from 5-7pm will be a Riverfront reception??? Been working with Lauterbach and Amen. Just received the QuickBooks file from RMSC and the September financials. They are working their way through it. Goal is to have an answer from Lauterbach and Amen by the October board meeting. The District will be donating \$500 for the Great Mouse Race and Angie will be putting together 2 gift baskets for the event. The rollover bond bids will be close October 21. Will abate the taxes at that meeting too. Did meet with KYHC board. It was a good meeting. They are struggling to get refs and have had to cancel a few games. Do not have a contract or insurance. Do have confirmation on background checks. Will be getting a new consultant through PDRMA. On the Ira Collins memorial, spoke to Mrs. Gund, and she didn't have any information, only what she could remember. The family would pay to have it moved. Shapiro would provide the land for it. Thought it was mostly paid for through donations. 2010 is when it was done. It was only discussed at our board meeting but no details. Need to know what the board would like to do. Commissioner Spriggs and Eads are ok with moving it. Commissioner Palmer has no feelings. Commissioner Skelly says no to moving it. Commissioner Matthews asked what we would do with the space? If we have an idea on something useful, then yes. Commissioners' consensus is to let them move it.

COMMITTEE REPORTS

KCCVB:

Commissioner Matthews: Haven't met since last meeting.

Historical Society

Commissioner Eads: 280 mums were sold. The Ulysses S. Grant table has been appraised.

SRA

Commissioner Palmer/Eads: Sold 230 mums. They have a van stored in a secured location, catalytic convertor was cut off. Board is going to dispose of it. Mouse Race is November 13.

KRS

Commissioner Eads: Dayna and I met with committee. Invitation will go out soon.

Public Building Commission

Commissioner Palmer: Issue relative to lease expiration on municipal health building. Gap on how to pay without the lease. Trying to renew the lease.

COMMISSIONERS FORUM

Commissioner Eads asked Dayna how much we pay PDRMA? Approximately \$38,000 per year for all coverage and all buildings. Commissioner Palmer asked if PDRMA would have changed our premiums due to Covid? Director Heitz said no. It's not like normal insurance. It's figured differently. Our unemployment risk is what fluctuates most. Commissioner Eads asked if Dayna could contact Andy Wheeler regarding the Covid money to see if we could get any. Director Heitz said she was told it was project oriented. Have been working with the city regarding certain projects but she will contact Mr. Wheeler again.

Commissioner Palmer read that some policies do not cover officers and directors. I.e the board regarding Splash Valley being open and someone died due to covid, does our policy cover it? Attorney Freeman said we do not have D&O insurance. You are elected officials. It wouldn't cover you once you are out of the building. It's a different type of insurance that covers elected officials. Depends on what the lawsuit is for.

Commissioner Palmer had a lunch meeting with president of BTPD. He is asking for the BTPD to partner with KVPD on some programs. He would like to explore it. Commissioner Eads asked if he could come to a meeting with his presentation. Commissioner Palmer said his time is limited so will talk to him at the next SRA meeting and see.

Commissioner Palmer asked for clarification on the rollover bond. Director Heitz said it goes to pay for 2018 C bond and capital.

Executive Session

NA

ADJOURN MEETING

A motion to adjourn the meeting was made at 6:33pm by Commissioner Spriggs, seconded by Commissioner Palmer. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. Telecommuting Policy
2. Superintendent of Building & Grounds report
3. Superintendent of Business report
4. Superintendent of Recreation report
5. Executive Director report

Respectfully submitted: Melissa Woodard