



Kankakee Valley

PARK DISTRICT

Kankakee Valley Park District Board Meeting Minutes January 23, 2023

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, D. Palmer, M. Matthews, 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 Business, Lisa Krenkel, Superintendent of Recreation, Attorney David Freeman & Patrick Miner.

Public Present: NA

Pledge of Allegiance

Public Comment:

NA

COMMUNICATIONS

Items presented.

CONSENT AGENDA

Consent agenda for Monday, January 23, 2023, consists of public hearing minutes (December 12, 2022), board meeting minutes (December 12, 2022), financials November 2022 and bills payable for December 2022.

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, D. Palmer, M. Matthews, D. Skelly, R. Eads.

A motion to approve public hearing minutes (December 12, 2022) was made by Commissioner Spriggs, seconded by Commissioner Matthews. Upon roll call vote the following Commissioners voted aye: B. Spriggs, D. Palmer, M. Matthews, D. Skelly, R. Eads.

A motion to approve board meeting minutes (December 12, 2022) was made by Commissioner Spriggs, seconded by Commissioner Matthews. Upon roll call vote the following Commissioners voted aye: B. Spriggs, D. Palmer, M. Matthews, D. Skelly, R. Eads.

A motion to approve financials November 2022 was made by Commissioner Spriggs, seconded by Commissioner Eads. Discussion: Director Heitz noted the bond memo. Upon roll call vote the following Commissioners voted aye: B. Spriggs, M. Matthews, D. Skelly, R. Eads. Nay: D. Palmer

A motion to approve bills payable (December 2022) was made by Commissioner Spriggs, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: B. Spriggs, D. Palmer, M. Matthews, D. Skelly, R. Eads.

OLD BUSINESS

NA

NEW BUSINESS

River Road Improvement Bid Packet Discussion

Director Heitz explained the map of River Road and the ad that will go into the paper. This isn't for public view yet and the bid package is being reviewed by our attorneys. Hope to put out to public February 7, bid opening February 21st and on the board agenda February for award.

Harbor East Wall Bid Packet Discussion

Director Heitz said we don't have this bid package yet but hope to have it later this week. Then will go to our attorney for review.

STAFF REPORTS

Superintendent of Buildings/Grounds

Rick Collins: Just about done with the Quarry building, a few touch ups to do. Did put more gravel at the campground. Civic is still being remodeled. Lately around town there has been a lot of graffiti, it's been a lot of removal. Director Heitz said we are still working with the police department for the camera installation at the parks through their grant. Commissioner Spriggs commends Rick's crew on the work at the Civic. Commissioner Eads commends Rick and his crew as well.

Superintendent of Business

Melissa Woodard: Updated job descriptions and have posted our summer positions. New accounting system went into place. We have done 2 payrolls with the new system and hope to have the onboarding in place in the next month or so, in time for summer hiring.

Superintendent of Recreation

Lisa Krenkel: Had interviews and 18 guards so far for Splash Valley. Had our rec retreat planning session. Having a children's consignment sale this weekend. Commissioner Spriggs said Lisa is doing a great job, please tell your staff. Commissioner Skelly asked about rec retreat planning event? Lisa said we have special events planned. They will be revamping programs that have worked and trying new programs and events too.

Executive Director

Dayna Heitz: Lisa and Dayna will be at conference this week and weekend. Working with Michelle at Upland for the DCEO grant paperwork. Announcement for the OSLAD recipients traditionally are at conference but haven't received confirmation that it will be announced. Looking for sponsors for the Zamboni wrap and the campground. We have a booklet with sponsorship options for programs and additional locations.

COMMITTEE REPORTS

KCCVB:

Commissioner Skelly: Wasn't at the last meeting but spoke to a few people. They aren't going to turf the fields at BTPD.

Historical Society

Commissioner Eads: Meeting this Wednesday.

SRA

Commissioner Eads/Palmer: Met last week. Programs have been going well. New Executive Director has been doing new hiring and it's been going well. Grant for \$20,000 to resurface the garage floor and it looks great.

KRS

Commissioner Eads/Director Heitz:

Building Commission Report

Commissioner Palmer: NA

COMMISSIONERS FORUM

Commissioner Skelly asked about the credit card issues at Ice Valley? Director Heitz thinks we have gotten it taken care of and we will be looking into ATM machines at Ice Valley. Commissioner Skelly thinks we should have them at our locations.

Commissioner Palmer has noticed significant improvement to Recreation with Lisa and her engagement is appreciated. What are we doing for the seniors? What is different for the seniors? Lisa said Ashlee is hosting senior events at the Quarry building. Will try 1-2 trips a month.

Commissioner Eads spoke to someone from Bourbonnais about how he has a pickleball court in his yard and in the winter, he floods it for ice skating.

Executive Session

N/A

ADJOURN MEETING

A motion to adjourn the meeting was made at 5:24pm by Commissioner Spriggs, seconded by Commissioner Eads. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. Public Hearing Minutes (December 12, 2022)
2. Board Meeting Minutes (December 12, 2022)
3. November 2022 Financials
4. Bills Payable December 2022
5. River Road Improvement Bid Packet
6. Harbor East Wall Bid Packet
7. Superintendent of Buildings & Grounds Report
8. Superintendent of Business Report
9. Superintendent of Recreation Report
10. Executive Director Report

Respectfully submitted: Melissa Woodard