



# **Kankakee Valley**

## **PARK DISTRICT**

### **Kankakee Valley Park District**

### **Board Meeting Minutes**

**February 27, 2023**

The Board Meeting was called to order at 5pm 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, Ariana Padilla.

Public Present: Diane McCartney, Jean Roth, Julie Gindy, Melody Orth, Paula Denault

### **Pledge of Allegiance**

### **Public Comment:**

#### **Women's Club**

NA

#### **Garden Club**

Explained about the Blue Star Memorial rededication and bench install request. In April it will be 50 years. The bench will never need to be repainted and is coming from Evanston, Indiana. A company in town will do the install. Commissioner Spriggs let them know he appreciates them taking care of the flowers on the corner.

### **Acting Out Theater Co.**

Julie Gindy, Jean Roth and Paula Denault are looking for the board acceptance to do their show at Cobb Park. Show would be July 21, 22, 23 and rain date July 24, 25. Building the stage would start around Memorial Day weekend. 24 hour security once sound and lights are on site. They do a preshow fest and have food vendors. Bring your own chair event. Will have police presence at the show and the Mayor has given his blessing and support to use public works. They will provide insurance for additionally insured. Commissioner Eads asked who is security? Julie said they hire security and they have someone there round the clock during sound and light week. Commissioner Eads asked how big the stage is? Julie said 24 feet x 48 feet. They will start the end of May and it would be up in about 6 weeks. Do know things can happen but are hopeful that the stage will be fine. Haven't had issues in the past. Commissioner Palmer

talked about events that had the grounds torn up with wet weather, etc. What can be done for that if it happens? Julie said we can add that. Commissioner Palmer mentioned no vehicles on the grass in the park. Director Heitz had already discussed this with the group. Commissioner Palmer is very much in favor of this, just have a few reservations but think it is a wonderful thing. Rick asked how long the show is? Julie said 2 hours. Rick asked if there will be large speakers? Julie said you will hear it but it will be pleasant. Director Heitz asked if you would consider us a gold sponsor? Julie said that would be great. They are working on getting remote parking and shuttling people. Consensus of the board is to allow the Executive and staff to move forward with Acting Out. The board suggested to the Executive Director and Attorney Miner an agreement should be crafted.

### **KRS-Bill Yohnka**

Wanted to come introduce himself. Thank you for considering Acting Out. They do an outstanding job. Wanted to thank the board for being partners with the City of Kankakee for the Riverfront. Appreciate that partnership. Thank you to Dayna for being a teammate and partner. Hoping to have more news to announce tonight for grant funding for the east riverwalk. City is very involved in contributing TIF Funds to this project. Buying a historic brick program of bricks that are already there. You can go online and register.

### **COMMUNICATIONS**

NA

### **CONSENT AGENDA**

Consent agenda for Monday, February 27, 2023, consists of board meeting minutes (January 23, 202), financials December 2022 and bills payable for January 2023.

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 board meeting minutes (January 23, 2023) 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 December 2022 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

A motion to approve bills payable (January 2023) 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**

### **Garden Club Bench Request at Bird Park**

A motion to approve the Garden Club's bench request at Bird Park was made by Commissioner Skelly, seconded by Commissioner Spriggs. Upon roll call vote the following Commissioners voted aye: B. Spriggs, D. Palmer, M. Matthews, D. Skelly, R. Eads.

### **Approve Bid of Harbor East Wall Reconstruction to D Construction in the amount of \$676,263.10 (ACTION)**

A motion to approve Bid of Harbor East Wall Reconstruction to D Construction in the amount of \$676,263.10 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.

### **Approve Bid of River Road North Improvement Project Phase II to KVCC in the amount of \$331,398.51 (ACTION)**

A motion to approve Bid of River Road North Improvement Project Phase II to KVCC in the amount of \$331,398.51 was made by Commissioner Spriggs, seconded by Commissioner Matthews. Discussion: Commissioner Skelly asked about the estimate for River Road being over? August of 2022 was when they did the plans. It was \$308,000 and then by the time we were ready to go out to bid things had skyrocketed. Commissioner Skelly said there was an add on for cheaper but we aren't recommending that? Director Heitz said correct. Commissioner Skelly said we are spending a lot more money to have the 20 years, but if we have potholes in 5 years, there are no repercussions. About \$76,000 difference. Commissioner Matthews said this is phase 2? What were all the details? Director Heitz said basically it's from where we stopped from phase 1 and goes all the way around the corner to the boat launch and parking lot. Commissioner Eads said it should last this long. If it lasts as long as they say, then it's cost effective. Commissioner Spriggs said everything is costing more. Director Heitz said we have had a lot of complaints about the potholes. Commissioner Palmer said it's a lot of money. Know how rough it can be but no reference to how frequently it is used. Commissioner Matthews said it is well used. Rather do it right. Where does it fit in our budget? Director Heitz said it's more than what we budgeted because we did the estimate before Covid. Commissioner Spriggs said we get people that come from all over. We should do it right. Director Heitz said KVCC is a good company and they have done a lot of work for us. Upon roll

call vote the following Commissioners voted aye: B. Spriggs, D. Palmer, M. Matthews, D. Skelly, R. Eads.

### **Discussion of Intergovernmental Agreement between Kankakee County and KVPD for dredging project at Potawatomi Park**

No new information. Director Heitz said we would have an intergovernmental agreement. Everything they dredge out would go in the parking lot and then get hauled off. We will get reimbursed from DCEO.

## **NEW BUSINESS**

### **Commissioner Terms Discussion**

Attorney Miner explained the Commissioner term is 6 years. Can reduce them to 4-year terms. Can be done in a referendum or the board can pass a resolution. It does not affect the upcoming election. If the board wants to move forward, we can prepare it and put it on the next meeting agenda. It would affect Commissioners in the 2025 election. Can't go back from 4 to 6 years through resolution. It would have to be a referendum at that point. Commissioner Palmer said this derives from interest. People back away when they hear the term is 6 years. Have provided a list of districts that have 4-year terms. Commissioner Matthews likes the 4 years. Director Heitz said there are pros and cons for both. Commissioner Spriggs said 6 years is a long time and it does scare people off. 6 years does give you a chance to see things through. Commissioner Eads said 6 years is quite a commitment and then additional committees. Direction from the board is to go to 4 years. Commissioner Skelly is indifferent.

### **Change of Staff Life Insurance Policy Discussion**

Director Heitz said we have a group basic life insurance for employee. However, there is a differential if you hire someone at a specific age. Every 5 years the amount decreases. Have a couple different choices and would like some direction. Our current policy has an age out. We do have some older staff or long-term staff. The district can self-insure any gap insurance or we can look into a voluntary to bring the older staff members to the full amount that we tell them we are carrying. To purchase voluntary on the employee's behalf as a gap insurance, is a lot of administration and tracking. Director Heitz said case by case, we could do the gap insurance. District would pay the difference out of liability if the situation arose. Commissioner Skelly said it would be age rather than case by case. Commissioner Palmer talked about age discrimination in hiring. When you bring someone in older, the cost of employment is higher.

### **Approve renewal of Museum Agreement (ACTION)**

A motion to approve the renewal of the museum agreement was made by Commissioner Spriggs, seconded by Commissioner Eads. Discussion: Commissioner Palmer asked how the

amount if figured. Director Heitz explained. Commissioner Palmer asked if there should be some sort of announcement or sign at the door recognizing the KVPD. Commissioner Skelly said they can't tax themselves. Director Heitz said the land is ours, the buildings are ours. Commissioner Palmer said it's not visible that the money is coming from KVPD. Upon roll call vote the following Commissioners voted aye: D. Palmer, M. Matthews, D. Skelly, R. Eads. Nay: Spriggs.

#### **Discussion of possible action of Women's Club Agreement (ACTION)**

A motion to renegotiate the Women's Club Agreement was made by Commissioner Spriggs, seconded by Commissioner Eads. Discussion: Attorney Miner said you can't make heads or tails of the agreement because we only have parts of them. We drafted a more comprehensive agreement and continued it for the rest of the 99 years. The information does show it's a 99 year agreement but however what terms it relates to is a different question. Commissioner Skelly said we should make it shorter because we will want to tweak it again. Commissioner Palmer said 22 years is just beyond what can be processed. Board thinks the agreement should be more manageable at 4 years. Attorney Miner said table it until after Dayna meets with them. No roll call and motion was removed.

#### **STAFF REPORTS**

##### **Superintendent of Buildings/Grounds**

**Rick Collins:** Did some repairs at Ice Valley. Repainted HVAC. Changed refrigeration company and working to get compressor 2 fixed. Will be adding 3 gazebos at Splash Valley. Spoke with Hansens Window regarding the Civic curtains. Working with a company to put LED lights at our ball fields and some facilities. Will cost us \$71. Will be assisting with maintenance at the museum.

##### **Superintendent of Business**

**Melissa Woodard:** Staff turned in their budgets for the next fiscal year so we will begin compiling those. Met with Lauterbach & Amen for the next system. The onboard portion is in place and ready to go. Things are taking much longer with the new accounting system as we learn.

##### **Superintendent of Recreation**

**Lisa Krenkel:** Finished all their budgets for the year. Open interviews for Splash in March. First senior trip is scheduled for April and using the SRA bus. All senior programming is moving to the Quarry building. Try Hockey for Free had 22 participants. Thank you for allowing me to go to conference. Believe we have 19 returning from last year.

## **Executive Director**

**Dayna Heitz:** Would like consensus on the Acting Out Theater. Board is in favor of it. Attorney Miner would recommend an agreement. Will be working with KCC for the agreement in 2025. Commissioner Palmer left at 6:24pm. Thank you to Melissa for work on the new system. It's not been easy and not a small undertaking. Commissioner Eads said there is a lot behind the system and it makes the Commissioners look good. Hopefully we will know tomorrow on the OSLAD. Director Heitz explained the land sale letter. PDRMA safety report was in your packet. Really good claims and Ariana works really hard on that. Don't have our new pool license yet, should receive soon. Surplus van did receive an offer. Can be finalized tomorrow for \$2,000. Board is fine with that. Thanks for allowing her to go to conference. Angie got honorable mention for her photography and during the luncheon there were more of her photos.

## **COMMITTEE REPORTS**

### **KCCVB:**

**Commissioner Skelly:** Not anything big going on.

### **Historical Society**

**Commissioner Eads:** A few local companies will be sponsors. He talked about the active members and visitors. Told the profit for gallery of trees.

### **SRA**

**Commissioner Eads/Palmer:** No update.

### **KRS**

**Commissioner Eads/Director Heitz:** Can't make any announcements yet.

## **Building Commission Report**

**Commissioner Palmer:** N/A

## **COMMISSIONERS FORUM**

Commissioner Spriggs is giving props to Melissa for all her hard work. Commissioner Eads thanks the staff again too. Director Heitz asked the commissioners to volunteer for special events. In March the staff will be here to discuss.

## **Executive Session**

**N/A**

## **ADJOURN MEETING**

A motion to adjourn the meeting was made at 6:38pm by Commissioner Spriggs, seconded by Commissioner Eads. Upon voice vote, all ayes, motion carried.

**OFFICIAL REPORTS:**

1. Board Meeting Minutes (January 23, 2022)
2. December 2022 Financials
3. Bills Payable January 2023
4. Garden Club Bench Request
5. Bid of Harbor East Wall Reconstruction to D Construction
6. Bid of River Road North Improvement Project Phase II to KVCC
7. Intergovernmental agreement between Kankakee County and KVPD for dredging project
8. Commissioner Terms
9. Staff Life Insurance
10. Museum Agreement
11. Women's Club Agreement
12. Superintendent of Buildings & Grounds Report
13. Superintendent of Business Report
14. Superintendent of Recreation Report
15. Executive Director Report

Respectfully submitted: Melissa Woodard