



Kankakee Valley

PARK DISTRICT

Kankakee Valley Park District

Board Meeting Minutes

June 26, 2023

The Board Meeting was called to order at 5pm by Commissioner Skelly. Those present for roll call (in person or by electronic means) were Commissioner R. Eads, J. Frey, M. Matthews, D. Palmer (arrived 5:01pm), D. Skelly. 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: Kevin Butler – KVPD staff, Jeff Bonty – daily journal, Doug Crippel - SRA

Pledge of Allegiance

Public Comment:

COMMUNICATIONS

SRA Presentation

Doug Crippek-SRA Board – wanted to publicly thank Ray Eads for being on the SRA board on behalf of the board and the staff. Commissioner Skelly appreciates you representing us on that board.

CONSENT AGENDA

Consent agenda for Monday, June 26, 2023, consists of board meeting minutes (May 24, 2023), financials April 2023 and bills payable for May 2023.

A motion to receive consent agenda was made by Commissioner Matthews, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: R. Eads, J. Frey, M. Matthews, D. Palmer, D. Skelly.

A motion to approve board meeting minutes (May 24, 2023) was made by Commissioner Eads, seconded by Commissioner Frey. Upon roll call vote the following Commissioners voted aye: R. Eads, J. Frey, M. Matthews, D. Palmer, D. Skelly.

A motion to approve financials April 2023 was made by Commissioner Matthews, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: R. Eads, J. Frey, M. Matthews, D. Skelly. Nay: D. Palmer

A motion to approve bills payable (May 2023) was made by Commissioner Frey, seconded by Commissioner Matthews. Upon roll call vote the following Commissioners voted aye: R. Eads, J. Frey, M. Matthews, D. Palmer, D. Skelly.

OLD BUSINESS

Civic Auditorium replacement furnaces with Holohan not to exceed the amount \$29,000

A motion to approve Civic Auditorium replacement furnaces with Holohan not to exceed the amount \$29,000 was made by Commissioner Frey, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: R. Eads, J. Frey, M. Matthews, D. Palmer, D. Skelly.

May 30th Decennial Committee Meeting

Director Heitz went over the recap from the first meeting. Next meeting is September 19, 2023. Public is invited.

Request public bids for Gov. Small Park walking path renovation project

A motion to request public bids, (if needed) for Gov. Small Park walking path renovation project was made by Commissioner Eads, seconded by Commissioner Frey. Discussion: Director Heitz said we are not sure if we need the bids and are waiting for proposals. If we need a bid it would be for \$30,000 or above. Path will be limestone. Director Heitz state she will let the board know of the proposals and can email for further approval. Upon roll call vote the following Commissioners voted aye: R. Eads, J. Frey, M. Matthews, D. Palmer, D. Skelly.

Update on discussion for Old Fair Park, Washington Park walking path renovations

Director Heitz said once Governor Small is done, Washington Park would be the next on the list. After that is completed then would be Old Fair.

Discussion of Beckman Park sidewalk project with City of Kankakee

No update.

KVPD & Kankakee County Dredging project IGA – Potawatomi Park

A motion to approve KVPD & Kankakee County Dredging project IGA – Potawatomi Park was made by Commissioner Eads, seconded by Commissioner Frey. Discussion: Director Heitz said this originally had a monetary value. It's been removed from the IGA. It does need to be

separate. Commissioner Skelly doesn't see a reason to hold up the progress. Commissioner Frey agrees especially now that funding has been started. Upon roll call vote the following Commissioners voted aye: R. Eads, J. Frey, M. Matthews, D. Palmer, D. Skelly.

NEW BUSINESS

Tentative Budget Ordinance #2.24 for Fiscal Year June 1, 2023 – May 31, 2024

A motion to approve the Tentative Budget Ordinance #2.24 for Fiscal Year June 1, 2023 – May 31, 2024 was made by Commissioner Eads, seconded by Commissioner Frey. Discussion: D. Heitz said there is a lot involved in the budget and a lot of info that can't be conveyed on paper. Please ask. Next step is that the ordinance is on display to the public for the next 30 days. It will be listed in the paper for public hearing and that is why the July meeting was changed so it could be on view for 30 days. Then we will request approval. Attorney Freeman reminded the board to get changes or questions to staff as soon as possible. Upon roll call vote the following Commissioners voted aye: R. Eads, J. Frey, M. Matthews, D. Palmer, D. Skelly.

STAFF REPORTS

Superintendent of Buildings/Grounds

Rick Collins: Completed Steve Hunter parking lot and River Road roadway project. Like to address the situation at Cobb Park regarding the trees. We do not have an arborist. Kevin has over 40 years' experience with trees. Kevin Butler explained that the welfare and the safety of the mower drivers is important and they are tired of branches smacking them. Cutting so the mowers can do under. We are carefully trimming them out, front end loader picks them up. We did McBroom and have had several comments from the public about how great it looks. Commissioner Skelly appreciates your experience. Think we need to do things in the right time of the year to avoid infection. All for helping the mowing crew. Rick said we will talk to city arborist. Commissioner Palmer talked about an experience of a chainsaw that was exposed with a disease, and then used on another tree and can cause the disease on other trees. Take very strongly that we don't just go out into the forest and cut away. Certain trees require certain times of the year for pruning. Do read heavily on this and have a strong interest in horticulture. Think we need to do more. Commissioner Matthews spoke to Kevin as well. Given it some thought. See a lot of different perspectives. Need a liaison. Think education is needed on many levels. Do see a need for a naturalist that can educate commissioners or staff on what and when. Like the idea of working on the arborist to truly understand. Schedules get in the way so how do you compromise so expertise would be helpful. We are sorely missing this and what services we could have. Commissioner Palmer said there are some communities that place a high priority on the tree coverage that there are departments within the city that support it. We aren't even close to valuing our trees as other communities. Commissioner Skelly said we need a deep dive, what trees can be planted, when to water, when to prune, etc.

Should be doing everything we can to take care of and improve our resources. Commissioner Palmer asked how many trees have been taken down by Estes and have been replanted. Are we watering often? Rick said Monday-Friday we are watering everyday. Commissioner Palmer asked if one staff is enough? How many did we plant last year and did they survive? Need to know how to measure the success of the planting and care. Commissioner Frey said if we had the knowledge of the trees and plants at each park then we would know what the specifics are. Commissioner Eads said this is a budgetary issue to get an arborist but need to see what our priorities are. Director Heitz said there are multiple jobs within the executive summary that are being cut.

Superintendent of Business

Melissa Woodard: Sending out several checks for pre-approved capital projects. With budget complete, will be working on audit prep. Fieldwork is end of July and hope to send as much to SKDO early as possible. Splash Valley is still hiring so more onboarding is going out.

Superintendent of Recreation

Lisa Krenkel: Short on guards at SV. Rylee, pool manager, got her LFI certification and can now teach the class. 5 are interested in the class. Right about average on attendance. Movies in the Park we secured sponsorship from September-December. Working on obtaining sponsorships on other events. Commissioner Palmer said splash valley lost about \$210,000 in direct cost. If we have more specific data on stipends from other communities to offset costs. Commissioner Eads talked about Bourbonnais being receptive to the same thing the Manteno is doing. Commissioner Skelly asked if we could ask local mayors to assist so it doesn't end up sitting there vacant. Director Heitz said if that community will provide money, will they want their residents to come for free. Commissioner Palmer would like feedback. Feel very strongly losing \$210,000 and subsidizing people out of the district. Attorney Freeman recommends asking the board to give direction to staff to provide at the next meeting. Difference in the rate, if we charged \$ more, you'd have something to work off of. Commissioner Skelly thinks are rates are already almost out of touch with our community. Would like to see us come up with a plan to approach other communities for next year. Commissioner Skelly will help do this but assist us to put something together. Not sure what you base it on, maybe population? Commissioner Matthews asked if the trend is on track to lose more each year? We are hoping that we had more to do last year so hoping it's less. Lisa said RMSC had about 16,000 patrons, 14,000 was our first year and we are at about 5000 so far this year. Director Heitz said everything has gone up. Wages and chemical prices are higher. Director Heitz thinks we could try to have something in place by the fall. Commissioner Frey agrees by fall is good. Commissioner Eads thinks you need to look at the swim days too. Not in the business to make a profit, it's a community resource.

Executive Director

Dayna Heitz: The farm agreement expires this year. The Farmer is offering \$285 per acre and he is currently paying \$300. He would like to know soon. This is his 3rd season. Commissioner Palmer thinks the agreement should be more like 4-5 years. Will work on the lease agreement with the current farmer to find equality for both. Did meet with BTPD and looking to partner on some trips and programs. Received a check in the mail today from the city for ARPA funding. Still finalizing matters with Dual Temp on getting our refund.

COMMITTEE REPORTS**KCCVB:**

Commissioner Skelly: Meeting tomorrow.

Historical Society

Commissioner Eads: No update.

SRA

Commissioner Eads/Frey: Thanked Commissioner Eads for his contributions. Pam puts out a list of programs and number of participants. Did a review for the executive director.

KRS

Commissioner Eads: Meeting this week.

Building Commission Report

Commissioner Palmer: Didn't have a quorum for June meeting.

COMMISSIONERS FORUM

Commissioner Eads said the parks looked great for ribbon cutting and the playgrounds are out of sight. Looks great. Commissioner Matthews likes what was picked out and how clean it looks. Hope the communities appreciate it. Commissioner Frey was surprised the boot camp commissioner training could fit all that material in the short amount of time. Covered all the base points and the website has a lot of resources. Definitely beneficial. Commissioner Matthews said a lot of districts do adopt a tree program, might be another way to offset some costs.

Executive Session**ADJOURN MEETING**

A motion to adjourn the meeting was made at 6:17 by Commissioner Eads, seconded by Commissioner Palmer. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. Board Meeting Minutes (May 24, 2023)
2. April 2023 Financials
3. Bills Payable May 2023
4. Civic Auditorium replacement furnaces with Holohan
5. Decennial Committee Discussion
6. Public bids for Gov. Small Park walking path renovation
7. Old Fair and Washington Park walking path renovations
8. Beckman Park sidewalk project with City of Kankakee
9. KVPD & Kankakee County Dredging project IGA
10. Tentative budget ordinance #2.24
11. Superintendent of Buildings & Grounds Report
12. Superintendent of Business Report
13. Superintendent of Recreation Report
14. Executive Director Report

Respectfully submitted: Melissa Woodard