



Kankakee Valley

PARK DISTRICT

Kankakee Valley Park District

Board Meeting Minutes

September 25, 2023

The Board Meeting was called to order at 5:06pm by Commissioner Skelly. Those present for roll call (in person or by electronic means) were Commissioner R. Eads, J. Frey, M. Matthews, D. Palmer, D. Skelly. Others present (in person or via Zoom): Dayna Heitz, Executive Director, Rick Collins, Superintendent of Building & Grounds, Melissa Woodard, Superintendent of Business, Attorney David Freeman & Patrick Miner. Not present: Lisa Krenkel, Superintendent of Recreation.

Public Present: Jeff Bonty – Daily Journal, Conner Stroud – SKDO, Dan Dandurand

Pledge of Allegiance

Public Comment: NA

COMMUNICATIONS

Gave the board a copy of the agenda for the legal symposium and IAPD/IPRA for the state conference. Do have in the budget to send 3 people from the district to conference.

CONSENT AGENDA

Consent agenda for Monday, September 25, 2023, consists of board meeting minutes (August 28, 2023), public hearing minutes (August 28, 2023), executive session minutes (August 28, 2023) financials August and bills payable for August 2023.

A motion to receive consent agenda 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.

A motion to approve board meeting minutes (August 28, 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 public hearing meeting minutes (August 28, 2023) was made by Commissioner Eads, seconded by Commissioner Matthews. Upon roll call vote the following Commissioners voted aye: R. Eads, J. Frey, M. Matthews, D. Palmer, D. Skelly.

A motion to approve executive session meeting minutes (August 28, 2023) was made by Commissioner Skelly, 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 financials August 2023 was made by Commissioner Eads, seconded by Commissioner Frey. Discussion: We determined there are some coding errors during programming. Some line items that we will be working with accountants to put in the correct ones. 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 (August 2023) was made by Commissioner Skelly, seconded by Commissioner Eads. Upon roll call vote the following Commissioners voted aye: R. Eads, J. Frey, M. Matthews, D. Palmer, D. Skelly.

OLD BUSINESS

Discussion with Mr. Dandurand for Farm Lease and Approval of Cash Rent Agreement

A motion to approve the cash rent agreement (1st year - \$300, 2nd year - \$300, 3rd year - \$310, 4th year - \$310) with Mr. Dandurand was made by Commissioner Frey, seconded by Commissioner Matthews. Discussion: Thanked Mr. Dandurand for coming. Mr. Dandurand handed out some articles. People think that farmers make a lot of money. Talked about a crop budget. One issue he has is the deer. The 6-acre field by the ball diamonds, ½ gone because of them. Rte 45 still has quite a bit of damage. Gar Creek gets a lot of damage too. The deer don't mind the wheat but really like soybeans. Have been in contact with a conservation officer. Wanted to have the area biologist to come out and do a study. Not looking to hunt himself. Looking to lower the population to grow a crop and give you the best cash rent. The land itself isn't bad. The deer are the main problem. Tried a little solar power device and it didn't do anything. Have tried a spray and it may have helped a little but they are just so thick. Director Heitz said the county issues a nuisance permit. But what we had put into the permit, for the culling of the deer, that you would work with all the necessary authorities and to let us know. Mr. Dandurand has talked to a couple licensed hunters. It's bow and arrow. When things are approved, he will get a list of those people and will provide them to the board or he would have it on file. Want you to give piece of mind that it would only be a couple people. Have them survey the area. Know the board wants a \$10/acre increase. I'd like \$300, \$300 and \$310 the third year. It's good to have stability. Hard to budget. The leaves being spread on the

farm also makes it difficult. They are putting me backwards. Have talked to James Lopez at the City about composting them. Trying to move the farm to no till or strip till and would be on board with cover crops. They are a long-term benefit to grounds. Could find an area along one of the fields to compost them. They are full of garbage too. Commissioner Matthews appreciates you educating us. The number of deer head at Gar Creek was a lot and do understand your pain. Mr. Dandurand said there are some green spaces there that the District could add some acres from to add some revenue. Could cut down on your mowing and increase revenue. Commissioner Eads talked about spraying the trees. That's one of his concerns. Mr. Dandurand said the spray won't kill the trees. They are trying to maintain the tree line. Sprayed the branches to straighten out the tree line. Do feel like he should maintain the tree lines and pick up downed trees. Understand he should have said something to the board prior. Do like to keep the weeds down in the tree line. Commissioner Palmer asked if he anticipates charging for the hunting rights. Mr. Dandurand said he doesn't have any right to charge because it's not his property. Commissioner Skelly thinks Rick and James Lopez can work something out. Commissioner Eads asked about the green space and what Director Heitz thought. She said we would need to see what direction the district is going in. Commissioner Skelly thinks leaving it alone is best. Appreciate the idea. Commissioner Palmer asked about not mowing some of that area. Commissioner Skelly asked what would happen if you don't mow it. Mr. Dandurand could spray it. Upon roll call vote the following Commissioners voted aye: R. Eads, J. Frey, M. Matthews, D. Palmer, D. Skelly.

Discussion of May 30th Decennial Committee Meeting

Postponed to January.

Discussion for Old Fair Park, Washington Park walking path renovations

80% of Washington Path is done. Still have to come back with another load and pack it down. Waiting on the design and quote for Old Fair. Commissioner Eads suggested spraying the walking path for weeds.

Approve Potawatomi Park Parking lot surfacing project (Paving Pros) not to exceed \$12,500

A motion to approve Potawatomi Park parking lot surfacing project not to exceed \$12,500 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.

NEW BUSINESS

Accept FY 2023 Financial Audit as presented by C. Stroud of SKDO

A motion to accept FY 2023 financial audit was made by Commissioner Frey, seconded by Commissioner Eads. Discussion: Conner Stroud went through the audit packet that he

provided. Unmodified opinion meaning that everything was presented materially correct. There are some footnotes that give more description. Mr. Stroud went through a more detailed explanation of the handouts. The recommendation letter recommended budget amendments as needed. Most of the funds were ok but the capital expenditures exceeded the budget. Debt service fund shows an interfund loan. Recommending the board to approve a transfer to pay general fund back and wipe out the loan. Communication to the board contains the basic, standard language. AFR is due at the end of November and is in progress. Thank you to the board and appreciate Melissa and Dayna's hard work. Dayna wanted to thank SKDO. Since we started the District was behind for multiple years and haven't had a late audit since. Commissioner Palmer thinks the audit is going much smoother now. Page 16, is there a way to get a breakdown on depreciation. Don't want a listing of assets but the main categories. Mr. Stroud will get a report sent over. Upon roll call vote the following Commissioners voted aye: R. Eads, J. Frey, M. Matthews, D. Palmer, D. Skelly.

Discussion of 2023 Roll over bond sale

Director Heitz said by next month we will have received the bids. This is the rollover bond we do every year. Makes the prior year bond payment and gives us additional capital. Been speaking with staff on capital items. Capital is specific to certain items. Cannot use this for salaries or programming, strictly for capital improvements. In 2024, there is quite a bit of new work in the compressor room that needs done at Ice Valley, Splash Valley pump has been recommended for replacement, AC units in buildings, Levasseur trail, River Road ball diamond road phase 3, and maintenance vehicles. After payment, we would have approximately \$405,000 for capital items. Won't get through our capital list but want you to know why it's so important to receive the bond. Total amount is \$769,345. Commissioner Palmer is looking at all of these bonds as taking out multiple mortgages for your house. When we say we don't have any money, the bonds take the top of our money. Take an exception to the bond issue. We have money in the bank that we haven't spent on capital projects. Why would I borrow more when we have more that we haven't spent. What do we have left? Just under 2 million left. Director Heitz said we tax for the debt service. We do receive 3.2 million for all of capital. That amount is paid through taxes. Our rollover bond, we abate that. That payment needs to be made. So, we can keep the debt service extension base up to do capital, that's why we do it. Everything has been allocated. \$221,000, where does that come from? It comes from our rollover bond. Commissioner Palmer said you are getting the revenue to do the roll over bonds. If you didn't have to use the taxes to pay principal. Director Heitz said debt service is maxed. We don't tax for it if we don't have it. It's not part of the general fund. Commissioner Palmer apologizes, he misunderstood. Thank you for the explanation.

STAFF REPORTS

Superintendent of Buildings/Grounds

Rick Collins: Met with the resident at Steve Hunter and found a solution. Resident is happy. Had a resident call regarding the lights at Cobb Park. Said he used to play tennis until 10pm. Are we ok with going back to 11pm. Commissioner Skelly said the tennis lights should be set to go off every 15 minutes. Commissioner Palmer said it's been 11:40pm and no one has been on the court. Agree with the 15-minute increment. Talked to 2 part time arborist. Commissioner Eads thinks we need a list of what we have. Commissioner Skelly thinks this person would train the staff. Would rather do the hands on so the staff can be trained and do it. Board agrees that the staff can start learning now. Jim, Kevin, and I attended an urban forestry class.

Superintendent of Business

Melissa Woodard: Working on comparing quotes and contract terms for portolets and copiers. Hired someone for Bird Park front desk. Attending an IMRF webinar tomorrow.

Superintendent of Recreation

Lisa Krenkel: See report.

Executive Director

Dayna Heitz: Larry Reiner would like an increase and working on updating his agreement. Kankakee River Regatta is taking form. This has to include the park district and the city. Will be forming a committee and do an IGA between us and the city. Hoping for next year over Labor Day weekend. Mouse Race is in November hosted at the Civic Auditorium. Did meet a resident at the east wall regarding the integrity. Piggush said there were no issues with that. Got a thank you from IDNR for submitting the OSLAD grant. Announcement is anticipated mid-December.

COMMITTEE REPORTS

KCCVB:

Commissioner Matthews: Governor's report came out and tourism is up. Given over \$700,000 for CTAP grants.

Historical Society

Commissioner Eads: Meeting this week.

SRA

Commissioner Frey/Palmer: Spoken to each of the Commissioners. The director announced her withdrawal of treatment. Would like to go into executive session that would overlap.

KRS

Commissioner Eads: Asking people who have money to chair a meeting and to donate to this project or other projects down the line. Jazz on the River is this Saturday. Looking for \$150/couple. Do have a proposal on rejuvenating the boat house.

Building Commission Report

Commissioner Palmer: Approved the budget and audit.

COMMISSIONERS FORUM

Commissioner Eads read an invite for a KRS event that is at the boat club this Wednesday.

Commissioner Palmer is waiting for the tree report that has been removed. Director Heitz said we did give the spreadsheet to Estes. There was some confusion on going back prior and Estes is taking it from this point forward. Commissioner Palmer said he would have assumed that to be in Rick's report. Would like a report on how many acres we could convert to not mowing to mowing every 6 weeks. What are our savings (labor)? How are the parks used? Saw Lisa has done a lot of research. Would like a report on senior programming. What other districts are doing and what have you done. Would like some assurance moving forward on seniors. What do other park districts do?

Commissioner Skelly talked about saving the ac and furnace savings. Rick was able to save almost half of original quote. Need to do more of that. Huge proponent of local contractors. Know we have relationships other places. Also, ONU hockey email. Started a hockey team. Not financed by ONU yet. Concerned they are playing at 845pm on Friday nights. Would like for us to work together. Willing to bring players to create programs for us. They have some ideas on how to make it work.

Executive Session

A motion to go into Executive Session regarding real estate and personnel was made at 7:01pm 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.

ADJOURN MEETING

A motion to adjourn the meeting was made at 7:30pm by Commissioner Frey, seconded by Commissioner Matthews. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. Board Meeting Minutes (August 28, 2023)
2. Public hearing minutes (August 28, 2023)
3. Executive Session minutes (August 28, 2023)
4. August 2023 Financials
5. Bills Payable August 2023
6. Farm lease agreement
7. Decennial Committee
8. Old Fair, Washington Park walking path
9. Potawatomi park parking lot surfacing project
10. FY 2023 Financial Audit
11. Roll over bond sale
12. Superintendent of Buildings & Grounds Report
13. Superintendent of Business Report
14. Superintendent of Recreation Report
15. Executive Director Report

Respectfully submitted: Melissa Woodard