

REGULAR BOARD OF PARK COMMISSIONERS MEETING

A regular meeting of the Board of Park Commissioners of the Kankakee Valley Park District of Kankakee County, Illinois was held on Monday April 25, 2016 at 5:00 p.m. at the Bird Park Fieldhouse, Kankakee, Illinois. The meeting was called to order by Commissioner Hollis and roll call was taken.

The following Commissioners were present:

Tucker
Hollis
Mullady
Cooper
Skelly

Staff attending the meeting was Attorney John Coghlan, Kati Vaughn, Rick Hassett and Todd Poole.

Press present: Jon Krenek

Public present: Jim Jaenicki, Debra McCurry, Nancy Smithburg, P. Carl Brown, Gregory Mitchell and Kristi McBride

Commissioner Cooper led the Pledge of Allegiance.

Public Comment:

Nancy Smithburg stated that she was at the Board meeting four years ago when Roy Collins was appointed as Executive Director. Nancy asked the Board if they were going to do a search for a new Executive Director and who is on the committee. President Hollis replied that the Board is searching now but they do not have a committee.

Communications:

None

Consent Agenda:

Motion by Commissioner Mullady, seconded by Commissioner Tucker to receive the consent agenda.

On roll call the vote was as follows:

Tucker	Aye
Cooper	Aye
Mullady	Aye
Hollis	Aye
Skelly	Aye

Motion by Commissioner Tucker, seconded by Commissioner Cooper to approve the consent agenda

On roll call the vote was as follows:

Tucker	Aye
Cooper	Aye
Mullady	Aye
Hollis	Aye
Skelly	Aye

Old Business:

A. Garden Club Memorial Bench – Todd Poole stated that the Garden Club would like to put the memorial bench that was previously discussed on the corner of Wall St. and Court St. in Bird Park. They will have a 4x6 ft. concrete slab poured just south of the flower bed. This will all be at no cost to the Park District.

Motion by Commissioner Mullady, seconded by Commissioner Cooper to approve the Garden Club’s memorial bench placement in Bird Park.

On roll call the vote was as follows:

Tucker	Aye
Skelly	Aye
Cooper	Aye
Mullady	Aye
Hollis	Aye

New Business:

A. Band Shell Request – Hollis presented a request from the Kankakee High School to use the Band Shell for an upcoming spring band concert. They reserve the Band Shell every year for this event. Hollis asked Todd Poole if there are any safety issues with the Band Shell. Poole stated that some repairs could be done but it is wood on top of metal and it looks to be structurally sound. Poole will get a contractor to look at it to be sure.

Motion by Commissioner Skelly, seconded by Commissioner Tucker to approve the Band Shell Request as presented and waive the \$50 fee.

Tucker	Aye
Skelly	Aye
Cooper	Aye
Mullady	Aye
Hollis	Aye

B. Charlton Room Request – Hollis stated that Sneak-a-Peak productions is a group that does a mentoring and creative writing program for kids. They want to do a creative

writing rally to raise money for their organization. There will be no alcohol or food at the event. They will have performances and they will charge \$5 for 13 and up and \$3 for 12 and under. They will provide a security officer and they are asking for the fee to be waived. Hollis doesn't think the fee should be waived because they are a for profit group.

Motion by Commissioner Skelly, seconded by Commissioner Mullady to approve the rental but do not waive the fee.

On motion the vote was as follows:

Tucker	Aye
Skelly	Aye
Cooper	Aye
Mullady	Aye
Hollis	Aye

C. Landmark Dividend Closing Document – Rick Hassett stated that this document is for the easement for the Telecom agreement that would bring in \$108,000 at closing. The monthly rental of \$2,000 will not come in for about two months. They will close on Thursday or Friday this week. Rick prepared a discounted cash flow. There will be a 10% hit for taking the money early.

Motion by Commissioner Cooper, seconded by Commissioner Hollis to approve the landmark dividend closing document as presented.

Discussion:

Commissioner Skelly questioned the 10% discount. Commissioner Mullady asked if this will be a total of a \$70,000 hit for taking this money early. Hassett explained that yes, there is a 15% escalation that happens every five years. The Park District will get 50% for each additional customer and the average is about \$4,000 a year. Commissioner Skelly appreciates the “out of the box” thinking but there is a lot of money left on the table. Commissioner Tucker asked when the money would be available. Hassett replied, “Immediately.”

On roll call the vote was as follows:

Tucker	Aye
Skelly	No
Cooper	Aye
Mullady	Aye
Hollis	Aye

D. Tenery Consulting Services Agreement – Hassett stated that this agreement was discussed in the last board meeting. He reminded the Board that the Park District does not pay the consulting group if they do not find any savings. If they do find a savings, the consulting group will get 50% of that savings. Hollis stated that he felt comfortable with the agreement. Commissioner Tucker asked if there are any other avenues that we can find savings. Attorney Coghlan explained that there are other

companies that do this but he doesn't know what their rates are. Hassett stated that this is a concept that big accounting firms/consulting firms do to create revenue. Hassett researched the company and stated they are very efficient and can save the company pretty good money. There is probably three days of work for Hassett to be able to release all of the water and sewer bills for last year. There is a lot of copying that needs to be done. Todd Poole stated that the company wanted all the mechanicals for each facility and this is a big undertaking for the maintenance department. There is probably 40 to 50 hours involved. Poole said he would be able to take them to the facilities but he hoped they would get all the information they needed themselves. Tucker stated that this is becoming labor intensive. Hollis let the Board know that this would be tabled and asked Hassett to call the Consulting group to stress our concerns.

- E. PTELL Worksheet and Tax Computation Report – Rick Hassett presented the annual report from Bruce Clark. He is looking for an approval and asked Attorney Coghlan to coordinate a meeting with Bruce Clark and Nick at the Treasurer's Office to discuss the bond agreement and get some clarification. Hassett understands that we are supposed to get dollar for dollar on the bond agreement. Hassett is looking to see if we will get reimbursement and how many years back can we go.

On Motion by Commissioner Skelly, seconded by Commissioner Tucker to approve the PTELL worksheet and tax computation report.

On roll call the vote was as follows:

Tucker	Aye
Skelly	Aye
Cooper	Aye
Mullady	Aye
Hollis	Aye

- F. Bank Signers – President Hollis stated that the Board is looking to add Todd Poole and Dave Skelly to the resolution as check signers on the Centru Bank account. There will be a total of four people on the resolution including, Hollis, Cooper, Poole and Skelly.

On motion by Commissioner Tucker, seconded by Commissioner Mullady to approve the resolution.

On roll call the vote was as follows:

Tucker	Aye
Skelly	Aye
Cooper	Aye
Mullady	Aye
Hollis	Aye

Staff Reports:

- A. RecCenter - Sam Jordan reported that the RecCenter hosted the Tyjuan Hagler event over the weekend. The staff helped with the cleaning and operations and it went very well. The

Fire Department did walkthrough's and Jon Dyson volunteered as security. Sam is getting Open Gym up and running for the summer.

B. Ice Valley - Hollis stated that Ice Valley's report and Meggie Alexander's report is in the packet.

C. Superintendent of Finance – Rick Hassett presented finances for the month of March. These were presented at Committee also. He asked that all the Commissioners sign the Executive Session minutes. Hassett stated that his timetable for reporting on the finances have been pushed back due to requests from external parties picking up. Commissioner Skelly asked how much of the accounts payables have been pushed into next year. Hassett replied approximately \$250,000. Part of it is payment arrangements and payments aging beyond term.

D. Superintendent of Parks – Todd Poole stated that he is waiting on the final word from PDRMA on the Ice Valley roof wind damage. May 8th is the last day of operation at Ice. Dana Goodrich and Charlie Riner passed the Riverside application test and are now able to apply for their public applicator license. The park bathrooms will be opened and the port-a-potties will be delivered on May 1st. The boat harbor docks will be installed this week and locks changed. Poole is checking pricing for replacing the Skate Park ramps with sustainable concrete and meal ramps. These will require little to no maintenance. Poole is going to meet with Miracle Playground Equipment to look at replacement parts and such. Todd would like to hire two seasonable workers for trash detail. This would cut his savings of \$38,000 down to \$13,000. He stated that this can be discussed later but this is his biggest burden right now.

Committee Reports:

A. KCCVB Report – Commissioner Cooper has nothing to report.

B. Historical Society Report – Commissioner Skelly reported that Connie is worried about the Museum grounds not getting mowed due to the shortage of maintenance. They have a lot of events coming up. Skelly told them to keep in touch with Todd. He stated that they have been going through the bank accounts and so far everything is going well. Attorney Coghlan confirmed that the meeting was very positive.

C. SRA Report – Commissioner Hollis stated that the SRA is doing their 5 year planning. They brought in community members and a lot of suggestions were made as far as savings. The SRA may ask the Park District for more in-kind services to save money. Hollis stated that they are growing and doing great things for the community.

Commissioners Forum:

Commissioner Hollis wanted to thank Todd Poole, Sam Jordan and all the staff for stepping up since Kati Vaughn has been gone. He thanked everyone for calling him and taking his calls to keep him informed. There were a couple issues over the weekend that were taken care of. Commissioner Tucker asked what the status was on the liquor license for the RecCenter. Hollis stated that it was on the City Council agenda but it was taken off. Hollis had talked to Kati and they talked about giving it back because it was not used much at the RecCenter. The staff has been looking to save money and this would be a \$1,750 per year savings but once you give back

a liquor license it's hard to get it back. Tucker questioned if the RecCenter could pay for the cost of the annual fee in one or two events. Sam Jordan said the RecCenter is under-utilized and a lot of times the renters get their own liquor license. Hollis stated that the Board needs to decide ASAP to get the license. Commissioner Skelly asked Hassett where we were at with the audit. Hassett said he is still working on requests from the auditors. Hollis stated that he wants to set up a meeting with Abe. The audit was supposed to be done a long time ago and it's getting ridiculous. He wants to know, from Abe, what the hold-up is even if we need to call a special meeting.

Motion by Commissioner Cooper, seconded by Commissioner Mullady to go into Executive Session.

On roll call the vote was as follows:

Tucker	Aye
Skelly	Aye
Cooper	Aye
Mullady	Aye
Hollis	Aye

The Board went back into open session at 7:58pm

Hollis
Cooper
Skelly
Mullady
Tucker

John Coghlan, Rick Hassett, Todd Poole

Re-Open Session:

A. Attorney Fees -

Motion by Commissioner Mullady, seconded by Commissioner Cooper to approve attorney fees for Rick Hassett.

On roll call the vote was as follows:

Tucker	Abstain
Skelly	No
Cooper	Aye
Mullady	Aye
Hollis	Aye

Motion Passes

B. Mutual Separation Agreement -

Motion by Commissioner Mullady, seconded by Commissioner Cooper to approve the mutual separation agreement for Roy Collins to the terms as were brought about in Executive Session.

On roll call the vote was as follows:

Tucker	No
Skelly	No
Cooper	Aye
Mullady	Aye
Hollis	Aye

Motion Passes

Motion by Commissioner Skelly, seconded by Commissioner Mullady to adjourn.

All	Aye
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Alfred Hollis – President

Lisa Cooper -- Secretary