

Kankakee Valley Park District
Committee Meeting Minutes
December 11, 2017

The Committee Meeting was called to order at 5pm by President Hollis. Those present for roll call were Commissioner A. Hollis, D. Tucker, M. Mullady, D. Skelly, B. Spriggs. Others present: Dayna Heitz, Executive Director; Rick Collins, Superintendent of Buildings & Grounds; Attorney John Coghlan. Not present: Melissa Woodard

Public Present: Juanita Kloska, Helen DuFour

COMMUNICATIONS

Written:

Mayor of Sun River Terrace passed away.

Complaint from Carolyn Mitchell taken by Ariana at the front desk.

Included an email that was from Chris who did the work for the Holiday Lights. Wanted us to understand the hours that were included in his billing.

Public Comment

OLD BUSINESS

Women's Club: Commissioner Spriggs asked if there is still a separation between the Women's Clubs? Yes.

Commissioner Tucker asked if Shirley St. Germaine is a member. Yes, she's a board member but she does not speak for the board. Only 2 people on the board can speak on behalf of the board, per their bylaws.

Commissioner Skelly said our board asked the Women's Club to go back and take another vote because it was old. Commissioner Tucker said there are provisions that said you can go back and revisit an issue. Helen said the next board meeting is in January. Commissioner Tucker said we would like to have some clarity and have a current vote.

NEW BUSINESS

Department Reports

Rick Collins: Repaired the handicap button and a light at the Civic. Replaced the door and windows at Beckman. Finished moving the dirt at Washington and removed the fence. Continue to monitor oil level and compressors at Ice Valley. Replaced a part on the urinal. Director Heitz said we need new ceiling tiles at Civic and the HVAC system. Rick said these are part of our winter plans. Along with painting. Commissioner Skelly asked about the expense from the vandalism for Beckman. Did the organization pay or did we? Director Heitz said we paid for the buildings exterior repairs as it is our building. We did not cover the loss of any interior supplies and items that would be the organization and/or their insurance.

Melissa Woodard: Not here today, if you have any questions for her, please contact her.

Angie Tousignant: Angie is out at Ice Valley. Any questions, please contact her.

Dayna Heitz: Did work with Angie and came up with some additional rates. We now have prime and non-prime hours. She did work with other rinks to find out what their rates were. Moving on to financials. Do need to make a move on our bond if we want to close in January. We are being very conservative. Did build in \$200,000 in the budget for working capital. Would like to do some capital projects. Commissioner Mullady asked if the bond would be sold for capital projects. Yes. We have worked with Speer for some time. Attorney Coghlan said they have been good to us.

Resolution to close Municipal Bank account

This is the bank account that we located the paperwork. The auditors also brought this up. Not sure what it was originally for. Commissioner Hollis is the only person left as the signer. They recommend we close the account. Would go straight to operating account at Midland States. Would need to vote on this on Monday through the resolution.

Resolution to abolish funds

Would be moving some of the funds into the general/corporate fund. Then we maximize the general fund. They will still be separate line items. That will help us slowly bring down the deficits.

Tax Levy Discussion

NA

Renaming of River Wood Park

Commissioner Hollis attended the funeral for Mayor Bailey. With him being such a pillar of that community, would be a nice gesture to rename that park after him. He has talked to a few other people out there that would support that. Wanted to see how the board felt about that. Commissioner Skelly asked if Sun River Terrace is in the Park District boundaries. Director Heitz replied yes. Commissioner Skelly said the only thing he would like to see if have some sort of criteria for when this happens. Commissioner Mullady agrees we need criteria in place. Will put this on the agenda.

Amendment to Director's agreement

Attorney Coghlan sent out an amendment for some discussion on the Director's vehicle. Asked PDRMA about the insurance. Should get that back from them soon and then will submit that. Put it up for discussion for the board meeting. Still have the current vehicle until February. Commissioner Skelly said we could go out and buy a car for about \$300 a month.

COMMISSIONERS FORUM

Commissioner Skelly said we have been doing a lot of contracts lately. Is the attorney's contract still in effect? Yes, the attorney's contract rolls over.

Commissioner Spriggs asked about the boat docks for the Regatta. Anyone having any feelings about where to store them? Rick talked to Bert and Bert was going to speak to the Mayor. Bert said we would need to rent a semi that would be big enough. Commissioner Skelly asked why we wouldn't move them and take care of our assets. Commissioner Mullady asked if we could get them off the ground. To move them it would take a crane and a semi-trailer and several staff (a crew) to move them to a storage facility. The city nor the district has a facility that can store them. They have been in the same place since 2011 or 2012 the last time the races took place.

Commissioner Skelly asked where we are on surplus? Director Heitz replied, we still intended to sell or scrap the surplus equipment but it is not a priority at this time. We do not have the time nor the man power.

Commissioner Hollis talked about the newspaper article with the Daily Journal regarding the audits. Talked with Director Heitz and think it's time for us to take a more proactive stance on our image. Would like to have a letter from the Director letting the community know what we are doing, how we are doing it, etc. Make it available on our website and social media. Director Heitz stated she will start on a letter over her Christmas break about KVPD. A year in review. She will let have commissioners all look at it before the staff send it out. She would like

to include tax rates, and what we receive. The community does not know what we have done, what challenges we have faced, what we have accomplished. All this needs to be included. The letter needs to be honest and upfront with the community.

EXECUTIVE SESSION

N/A

ADJOURN MEETING

A motion to adjourn the meeting was made at 6:04 pm by Commissioner Hollis, seconded by Commissioner Mullady. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. R. Collins
2. M. Woodard
3. A. Tousignant
4. D. Heitz
5. Resolution to close Municipal Bank
6. Resolution to abolish funds
7. Tax Levy
8. Amendment to Director's agreement

Respectfully submitted by: Melissa Woodard