



Kankakee Valley

PARK DISTRICT

**Kankakee Valley Park District
Board of Commissioners Meeting
June 24, 2019**

The Board Meeting was called to order at 5pm by President Spriggs. Those present for roll call were Commissioners D. Mullady, D. Palmer, D. Skelly, and B. Spriggs. Staff present: Executive Director, Dayna Heitz, Superintendent of Buildings & Grounds, Rick Collins, Attorney John Coghlan. Not Present: Commissioner A. Hollis (excused), Melissa Woodard

Public Present: NA

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

NA

COMMUNICATIONS

There is a thank you to maintenance for removing old tires at Beckman. Also received a thank you letter from the SRA Foundation for our Sponsorship for the Great Mouse Fundraiser. Commissioner Mullady received a thank you call to pass along to staff for getting the boat ramp down by Bird Park cleared off.

CONSENT AGENDA

Consent agenda for Monday, June 24, 2019 consists of board, committee minutes, public hearing minutes, executive session minutes (not for public viewing), bills payable, financial statements, prevailing wage ordinance, and appointment to KCCVB board.

A motion to receive consent agenda was made by Commissioner Skelly, seconded by Commissioner Spriggs. Upon roll call vote the following Commissioners voted aye: D. Mullady, D. Palmer, D. Skelly, and B. Spriggs. With 4 ayes, 0 nays, motion carried. Absent: A. Hollis

A motion to approve Committee Meeting Minutes (May 13, 2019, Board Meeting Minutes (May 28, 2019), Public Hearing Minutes (May 28, 2019), Executive Session minutes (not for public viewing, May 28, 2019), Bills Payable, & financial statement was made by Commissioner Skelly, seconded by Commissioner Mullady. Discussion: Commissioner Palmer referred to the balance sheet, and asked about the bottom line for the credit card. It's showing up as an asset instead of a liability. This has the wrong accounting sign. Showing it as you prepaid the credit card.

Director Heitz asked if that's because of when the credit card is due. Commissioner Palmer said it should show minus the amount and then when it is paid it takes it to zero. Something isn't working quite right on the balance sheet. On Page 18, the utilities show more than what was budgeted. Should some of that be allocated to difference locations? Director Heitz said we abolished specific funds and moved utilities in to corporate. When we did that, we reallocated the line items and all of them go in to the same item. Commissioner Palmer asked if we should have moved more money to cover that? Director Heitz said we didn't budget properly. Commissioner Skelly asked if it was possible to go back and find what the Rec Center actually costs for utilities? Director Heitz said yes, we could go back and find that. Commissioner Palmer asked if it was possible to break down Ice Valley? Yes. Commissioner Palmer said this should be public information. Director Heitz will put them in next month. They are always available. Commissioner Skelly said we are an open book and don't have anything to hide. Extremely confident with Dayna and we will keep doing what we do. Director Heitz asked if Commissioner Palmer would like a comparison of month to month report from year to year. Commissioner Skelly asked if there was an actual copy of the credit card bill? Yes. That's what is in your packet. Upon roll call vote the following Commissioners voted aye: D. Mullady, D. Palmer, D. Skelly, and B. Spriggs. With 4 ayes, 0 nays, motion carried. Absent: A. Hollis

A motion to approve the Prevailing Wage Ordinance was made by Commissioner Skelly, seconded by Commissioner Mullady. Upon roll call vote the following Commissioners voted aye: D. Mullady, D. Palmer, D. Skelly, and B. Spriggs. With 4 ayes, 0 nays, motion carried. Absent: A. Hollis

A motion to approve the appointment of Director Heitz as the representative for the KCCVB Board was made by Commissioner Skelly, seconded by Commissioner Mullady. Upon roll call vote the following Commissioners voted aye: D. Mullady, D. Palmer, D. Skelly, and B. Spriggs. With 4 ayes, 0 nays, motion carried. Absent: A. Hollis

OLD BUSINESS

Renaming of Schuyler Park to Bert Dear Sr. Park

We will have the renaming ceremony on August 23rd at 5pm. Invitations will be going out soon. The new park sign has been ordered.

NEW BUSINESS

NA

STAFF REPORTS

Executive Director

D. Heitz: Minister James said over 700 lunches have been served since he started on the 3rd. We will now have committee meetings quarterly. July will be regular and then go to quarterly if everyone is ok with that. Commissioner Skelly is not ok with that. Think it's important with everything we have going on to have the discussion. We only approve things at the board meeting. Director Heitz still sends out Friday reports with everything that is going on. Commissioner Mullady likes having everyone involved and being able to discuss everything together. Commissioner Palmer originally thought twice a month was excessive but because he's new, think it's good to meet more often. Commissioner Spriggs originally suggested it. Everyone is busy and it's summer. Maybe we can revisit it later. Commissioner Skelly said he doesn't want you to spend an entire day to get ready for a meeting. Maybe lighten up the packet. Not include financials in every packet. Much rather have it a lot simpler and shorter, but still meet twice a month. Commissioner Skelly said maybe we break up as committees. Museum, Splash Valley, etc. Then get an update on those things at committee meetings. Director Heitz said you can have a committee and a subcommittee. Could departmentalize but then can get in to having too many meetings. Usually they are working committees and working ahead for the strategic plan and master plan etc. Commissioner Spriggs read a policy on missing meetings. Commissioner Skelly said we would have to have an ordinance for that? Attorney Coghlan said you can't vote someone out of the office once they have been elected. Director Heitz said a board can have someone removed from a board through a policy and ordinance voted on by the Board. Attorney Coghlan said you can put an ordinance in place but it won't be good for this board. It would be a board down the line. Director Heitz stated it would be in effect going forward once approved. Attorney Coghlan said that has nothing to do with state law. Director Heitz will look up the Park District law on this matter.

Director Heitz said the NSA state tournament was over the weekend. Had over 2100 people between River Road & Butterfield. Our concessions did really well. We had no facility complaints from either location. Maintenance was on the ball with the garbage and bathrooms. Concessions never had long times. Ice Valley had Toy Story event going on that Sunday. It went really well. This is the first time they have done a special event in June. Mick Mullady and the River Rats have presented us with the fish habitat structures. Material would be donated by the River Rats. They would make the structures and would like to put them in the quarry. Would like to allow it unless someone has objections. No objections as long as Director Heitz is in communication with them and oversees the project.

COMMITTEE REPORTS

KCCVB Report

Director Heitz: Getting ready for Bears Camp. Commissioner Skelly asked if you spoke to them about the one-sided marketing for the District? Yes. Meeting with her in the morning and they

came out to the fields for state. Going to put us in touch with a curling team. We had it a long time ago and still have the equipment so it would be beneficial to have.

Historical Society Report

Commissioner Spriggs: Meeting Wednesday.

SRA

Commissioner Palmer: Discussion was on getting the roof repaired.

COMMISSIONERS FORUM

Commissioner Mullady asked if we are in charge of the fields? They are our fields but they are a sponsor group so we don't take care of it. Is there a reason we have the parking lot closed at Splash Valley? There will be one entrance out and in during construction but a portion will also be able to be used by the public. Also got a call from someone that wants to do a hockey tournament during MLK weekend and wants a discount. Director Heitz suggested they book now as we are filling the calendar.

Commissioner Spriggs said Mike Quigley wants to do something with the Park District. Not sure what yet but maybe a program or an event with conservation.

Commissioner Palmer said last weekend there was a bounce house in the park. There were also cars parked in the grass. Not sure what we can do. There doesn't seem to be a consequence for parking in the grass. Commissioner Spriggs said you have to call the police. Commissioner Palmer said they move but then come back. Commissioner Skelly asked if we have done an intergovernmental agreement with the City to help enforce our ordinances? Director Heitz said they told us the agreement is still good. Attorney Coghlan said if we want to adjudicate them it will cost us \$35/ticket. Commissioner Skelly said it's not \$35/ticket to write them. We charge the boat club for parking on the grass but we don't charge anyone else. Director Heitz interrupted and stated the boat club agreement is for use of our parking lot. Commissioner Skelly continued; We don't want park district employees to write tickets. Either we hire someone to do it or we get something better in writing with the police department. Attorney Coghlan said now that there is a new chief, we should have a meeting with him to figure something out. Commissioner Palmer asked why we don't charge for the pavilion? We do. If you want it, you rent it otherwise it's first come, first serve. Director Heitz will schedule a meeting with the Police Chief.

Executive Session

NA

ADJOURN MEETING

A motion to adjourn the meeting was made at 6:22pm by Commissioner Skelly, seconded by Commissioner Mullady. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. Committee Meeting Minutes (May 13, 2019)
2. Board Meeting Minutes (May 28, 2019)
3. Public Hearing Minutes (May 28, 2019)
4. Bills Payable
5. Financial Statements
6. Prevailing Wage Act Ordinance 1.90
7. Appointment to KCCVB Board

Respectfully submitted: Melissa Woodard