



Kankakee Valley

PARK DISTRICT

Kankakee Valley Park District Committee Meeting Minutes July 8, 2019

The Committee Meeting was called to order at 5pm by President Spriggs. Those present for roll call were Commissioner D. Mullady, D. Palmer, D. Skelly (arrived at 5:05pm), B. Spriggs. Others present: Dayna Heitz, Executive Director; Melissa Woodard, Superintendent of Recreation, Rick Collins, Superintendent of Buildings & Grounds, Attorney John Coghlan. Not present: Commissioner A.Hollis.

Public Present: NA

COMMUNICATIONS

Public Comment: NA

Written: Google reviews that come to our Facebook page. Rec Center and Ice Valley calendars. Ice Valley is doing a Back to School event. Touch a Truck event is July 20. 5K Beer Fest was also included in the Lifestyles of Kankakee County. Copy of our summer brochure.

OLD BUSINESS

NA

NEW BUSINESS

NA

Department Reports

Rick Collins: Everything is going well. We are taking care of the storm damage (trees).

Melissa Woodard: Touch a Truck event is July 20. Have double the vendors from last year. Also working with Civic Rec for our new software.

Dayna Heitz: Proposal from Farnsworth to assist her in the OSLAD for Splash Valley to put in a Splash Pad. They would help with site surveys and narratives. Finishing up the GATA info now. It would not exceed \$5500 and \$1000 would be for incidentals. The OSLAD would be \$800,000. Commissioner Skelly asked if it would cost that much to do the Splash Pad? Yes. Could we use the Splash Pad we already have? Not for the grant, we would not have the plans and research done to submit. Director Heitz is speaking with someone regarding the splash pad at Bird. He

used to work the Splash Pad and he might be able to help us out with plumbing. Commissioner Mullady asked what is wrong with it? Lots of leaking. Wasn't built properly. Commissioner Skelly said with minimum wage going up, the Splash Pad might be more affordable. You'd have to charge something for admission. Director Heitz said Splash Valley is more set up for the Splash Pad. Commissioner Mullady said it may not be cheap to dig up the pipes that are underground for the current Splash Pad.

Wanting to submit a bid for curling at Ice Valley however, required to have a minimum of 2 sheets of ice so we are not eligible.

Wednesday the Chicago Tribune will be coming down to take some pictures during Bears Camp at Ice Valley. They are doing an article on cool things to do while at bears camp. Still trying to coordinate our dates for shut down to repaint the ice. Commissioner Mullady asked if we could shut down for a month to give the compressors a break? Is the revenue enough to keep it going? If we shut down for a month the electric bill could pay for the ice to be repainted.

Director Heitz addressed Commissioner Palmer regarding the credit card issue. She said it does remain a liability until it is paid. (Will let the auditors know because it is showing up as a debit). Commissioner Palmer said wasn't there something where Roy is supposed to reimburse us? Attorney Coghlan said he is still in jail. Whenever he is released, he will be under supervised release. Probation services will work out a payment schedule to pay the District back. Commissioner Palmer said his obligation remains now so we need to talk to the auditors about getting it on the books. Realize we may never collect it. Attorney Coghlan will check the order for the amount. Commissioner Palmer would like to use the financials as tracking, so we know in that amount of time we have to start collecting.

July 26 will be our staff appreciation picnic.

Assistant secretary and treasurer are a signatory on legal paperwork. If we have an ordinance, the secretary is signing off that it was approved. It certifies the signatures. It's very standard in the park district world to have an assistant, in the event of an emergency. Commissioner Palmer said you are transferring that responsibility and it's not board approved. No one will go back to the board minutes to see if it was approved. Even though it may be practice, it's not acceptable. Commissioner Skelly agrees as long as you can't sign off on both. Commissioner Palmer said Director Heitz should never be able to sign exclusively alone. She never does nor does she sign legally on the type of paperwork we are referring too. Commissioner Skelly said he doesn't have a problem with it as long as there is another accompanying signature. There always is an additional signatore since the secretary is signing as witness to another signature.

This is only for board approved paperwork. Director Heitz would not sign as both Secretary and Treasurer concurrently. Commissioner Palmer is ok with that as well. Change the resolution to state the Secretary and treasurer position cannot be the same signature.

Commissioner Palmer asked how would the board know if they are delinquent on things? Director Heitz said the board should know that the district is doing an audit. She said there is an IAPD calendar that shows everything. Need to trust who is in the position and what was walked in to and what we have been able to do. Commissioner Palmer does not have an issue with trust. Wants to make sure the process is in place. Maybe have some mail go to John so someone else could know if there are issues. Commissioner Spriggs said we want to leave everything the way it should be. Want this to be easier for the next group. The District is passing the audits. Director Heitz said the mail has to come here otherwise we can't operate or succeed. The mail is part of operations. Commissioner Skelly said everyone trusts you. It's our job and responsibility to put checks in place. Don't think it would be bad to have a financial person that reports to the board. Commissioner Mullady said Commissioner Palmer has a background in numbers and he just wants to fix things. Commissioner Palmer doesn't expect all the mail to go to John. Commissioner Skelly asked if things could be emailed to the Director and the President. Commissioner Spriggs said that after the whole mess, our board watches things much closer than before. Commissioner Skelly said we can only watch what is visible. Commissioner Spriggs said sometimes too much info is just too much. Just have to give her some leeway.

Rick said reports are being emailed out but we are still talking about this at the meeting. She doesn't get any responses to her emails.

COMMISSIONERS FORUM

Commissioner Palmer said we talked about the last meeting for charging for pavilions. Director Heitz said we do charge for our pavilions. We just added deposits.

EXECUTIVE SESSION

A motion to go into Executive Session for the purposes of Pending or imminent litigation 5 ILCS 120/2 (c) (1) and real estate acquisition 5 ILCS 120/2 (c) (5) was made at 5:51pm 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. Absent: A. Hollis. With 4 ayes, 0 nays, motion carried.

A motion to reopen meeting was made at 6:20pm by Commissioner Spriggs, seconded by Commissioner Palmer. Upon voice vote, motion all ayes, motion carried.

ADJOURN MEETING

A motion to adjourn the meeting was made at 6:20pm by Commissioner Spriggs, seconded by Commissioner Mullady. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. R. Collins
2. M. Woodard
3. D. Heitz

Respectfully submitted by: Melissa Woodard