

**Kankakee Valley Park District**  
**Committee Meeting Minutes**  
**May 14, 2018**

The Committee Meeting was called to order at 5:05pm by President Mullady. Those present for roll call were Commissioner D. Skelly, D. Tucker, M. Mullady, B. Spriggs. Others present: Dayna Heitz, Executive Director; Melissa Woodard, Superintendent of Recreation, Rick Collins, Superintendent of Buildings & Grounds, and Attorney John Coghlan. Absent: A. Hollis

Public Present: James Banks, James Smith, Darice Smith, Duane Stubbfield.

**COMMUNICATIONS**

**Written:** James Smith from We Stand for Christ which is an outreach ministry. Trying to start a lunch program at Pioneer Park. Site has been approved by Northern Food Bank. Training is tomorrow. Will just do lunch and have about 10-20 volunteers. 10-week program and they are asking if they could use the building for 3 hours during the day, 10:30-1:30. 30-minute prep before and after. Don't have a set time yet. We want to target Pioneer Park because there has been a lot of activity there in the last few years. Want to have something positive there. Providing food for ages K-12 would be a great start. It's a free lunch program. Waiting to get approved from District. They will be going through food safety training tomorrow. He will be there every day for at least 2 hours. Food comes in a box from the food bank. Commissioner Tucker asked who got approved? Pioneer Park was approved from the Northern Food Bank when Garden of Prayer was there. Rick asked how many days a week? Would like to do it Monday-Friday. Hope to start this June 4. Would like to give them some flyers on morals and values. Commissioner Tucker asked about supervision? Hope to have about 2-3 volunteers each day. Commissioner Tucker said look into parameters so kids aren't just left there. Mr. Smith said maybe we have kids 13 and under come with an adult. Commissioner Skelly said will you feed the adult? Yes, we can. It's a good idea. This is a way to offer lunch in a positive way. All for trying it and if it gets out of hand with people just dropping their kids off, then revisit the issue. It's good that the kids will know where they can get the meal now. This can be a wonderful, positive influence. Commissioner Spriggs asked about garbage? Yes, we would clean up. Commissioner Tucker said Pioneer Park building looks so different right now. We want to showcase it. James said they would have a fridge there that would lock. Director Heitz asked if you could name us on insurance as additional insured? In process of being a 501c3. Commissioner Tucker clarified, this is Northern Food Bank. Would definitely need insurance because of the volunteers working on site with the kids.

**Public Comment:**

N/A

**OLD BUSINESS**

N/A

**NEW BUSINESS**

**Department Reports**

Rick Collins: Continue to keep up with the grass and the buildings. Ordered new docks. Meters are up and running at the harbor. Commissioner Skelly asked about the meters, are they working? Director Heitz said one is only accepting credit card. It does have a sign on it. It will be fixed. Ice Valley is shut down. Will resurface the ice and clean up the facility. Commissioner Skelly asked where we get the new docks? EZ Go docks. Commissioner Spriggs asked when the tree cutting was going to start? It started today.

Melissa Woodard: Spring softball finished this week. Summer starts next week. Hoping to run an adult basketball tournament. Maintenance intern started today. Commissioner Spriggs asked what she will be doing? Planting the pots throughout the park. Watering trees. Working on cleaning the path near the river and will work on a project for the path at the Civic.

Angie Tousignant: Report attached. See Dayna or Angie for questions.

Dayna Heitz: No bids for the docks but will place an ad for sale when everyone agrees on the amount. House of Sports agreement is attached. Commissioner Tucker asked if it's a 3-year agreement? Yes, as long as they live up to what they were supposed to. We provided one port-o-let, they are supposed to get 2 more. Commissioner Skelly is happy with the turnout from the clean up and good to get people back in the parks. Commissioner Spriggs thinks the bathrooms should be fixed. Director Heitz said they do have plans for improving it but not sure what that is. Commissioner Skelly suggested John Woodard to help out on that. Commissioner Mullady said maybe we pay for material, and he can do the work. Director Heitz has a meeting with him at the end of the summer. No students right now so can't get any work done.

American Red Cross asked if we would give them a permanent home upstairs at the Civic to have monthly meetings and store things.

Director Heitz said there is some land at Sun River Terrace that Coldwell Banker client are interested in possibly donating or selling inexpensively. Will go and find out what they have to say but believe it's in the flood plain.

Midland States-Melissa and Director Heitz are meeting with them this week. Met with PFM regarding the P-Card. Would have an ordinance at the next month either way because it's a procurement and deals with expenditures card.

Have a tree donation for out at River Road. The maintenance intern will be planting the trees and she will care for them throughout the summer.

Commissioner Spriggs asked about the heating at the Civic? Only have one quote so far. Need to do some more research on warranty.

### **COMMISSIONERS FORUM**

Commissioner Tucker went to Cobb Park and looked at the trees that were planted. Looks nice.

Commissioner Spriggs asked when we were going to finish Washington Park? The one pile of dirt.

Commissioner Skelly asked if the mowers are running well? Yes. Is everyone trained? Yes, a representative from Toro came out to train too.

Commissioner Spriggs asked about putting another garbage can at McBroom.

### **EXECUTIVE SESSION**

A motion to go into executive session was made at 6:02pm by Commissioner Tucker, seconded by Commissioner Spriggs. Upon roll call vote the following Commissioners voted aye: M. Mullady, D. Skelly, D. Tucker, and B. Spriggs. With 4 ayes, 0 nays, 1 absent, motion carried.

Returned to open meeting at 6:25pm. Commissioners present: Mullady, Skelly, Spriggs, Tucker. Staff present: Executive Director Heitz, Attorney Coghlan.

Commissioner Spriggs asked what happened with PDRMA today? Director Heitz said they are happy with the progress in the parks. What about the mulch? They would need the certificate and would need to see what the updates are. Would need to check on the size of the chips. Your suggestion is about \$500 more a load than what we currently pay. Asked what school districts use. School districts playgrounds are fenced in and they don't have the general public in their playground. They also carry different insurance than we do. We do not compare our park playgrounds to a school district playground.

**ADJOURN MEETING**

A motion to adjourn the meeting was made at 6:28pm by Commissioner Spriggs, seconded by Commissioner Tucker. Upon voice vote, all ayes, motion carried.

**OFFICIAL REPORTS:**

1. R. Collins
2. M. Woodard
3. A. Tousignant
4. D. Heitz

Respectfully submitted by: Melissa Woodard