

**Kankakee Valley Park District
Board of Commissioners Meeting
May 28, 2018**

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

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Public Present: James Smith, Bill & Janice Stump, Kathy Miller, Edgar Townsend, Joe Benoit, Nickey Yates, James Banks, Lisa Banks, Justin Banks

Joe Benoit: Lives in Heil Estates. There is a group playing basketball there and they get pretty rowdy and driving really fast. Called the police last week. Same problem and same group of guys. Wednesday at about 4pm in the afternoon – dusk. Lot of the neighbors are coming to him about it. Put together a petition to ask to lock the rims for a month to see if that changes their behavior. Director Heitz asked what the ages are. 20's or middle 30's. Commissioner Skelly said they are not from the neighborhood? 100% we know they don't live there. Mr. Benoit said there is lots of cars and it turns a dead-end street into a highway. Director Heitz said it's a cul-de-sac. Mr. Benoit said law enforcement said there isn't anything we can do because we have to be there to catch them speeding. He offered to have the radar trailer put in his yard.

COMMUNICATIONS

Director Heitz said there is a newspaper article regarding Cobb Park.

CONSENT AGENDA

Consent agenda for Tuesday, May 28, 2018 consists of board, committee minutes, executive session minutes (not for public viewing) bills payable, and financial statements.

A motion to receive the Consent Agenda was made by Commissioner Skelly, seconded by Commissioner Spriggs. Upon roll call vote the following Commissioners voted aye: D. Skelly, D. Tucker, B. Spriggs, and A. Hollis. Not present: M. Mullady. With 4 ayes, 0 nays, motion carried.

A motion to approve consent agenda was made by Commissioner Tucker, seconded by Commissioner Hollis. Discussion: Director Heitz: On credit card statement we did receive a refund money back that was charged to the account in error. Commissioner Skelly pointed out he was present for Executive Session minutes. Will amend. Upon roll call vote the following Commissioners voted aye: D. Skelly, D. Tucker, B. Spriggs, and A. Hollis. Not present: M. Mullady. With 4 ayes, 0 nays, motion carried.

OLD BUSINESS

Facility License Agreement House of Sports

Director Heitz: A lot of what they were requesting was not out of the ordinary. Did want a 5 year agreement. Asked to have the name changed to reflect correctly in the agreement. Did tell them not to paint any of their logos but can use vinyl on the concession stand or dugouts. They can have a propane grill but should put it away. Explained the property lines. They would still like to include at least ¼ season into 2021 because they don't think they can play any games this season. They know they aren't putting anything out monetary, it's value. This is a facility agreement and we will be paying taxes on the property. They asked if they could have first right of refusal at renewal. Commissioner Tucker wanted clarification on the first right of refusal. They are not able to maintain the outside of the fences. Commissioner Spriggs said at one point didn't he say he would maintain it? Yes. Commissioner Skelly asked about taxes. If they only use the field, would that change how much we pay tax on? Attorney Coghlan said we need to look to see which entity it would be. For profit, or not profit. Commissioner Hollis said we are going to need to table this. Commissioner Hollis asked about the name change? Attorney Coghlan said they just want it to reflect that on the contract. Also, the 5 year contract, in the original agreement wasn't it they were going to take care of all of the park? So they will only use the field. When we come back to committee, these are things we need to talk about. Commissioner Hollis said there is too much to talk about. This agreement still isn't right. Commissioner Skelly said give them a 3 ½ year. Would just like to take them at their word and ready to vote. Commissioner Spriggs said with the grass, he said he was going to do it and now he isn't. That sends up a red flag. Don't say something if you don't mean it. Commissioner Tucker said when the packet came out and when we reviewed it, some things have changed. Let's do our due diligence. Seems to be changing quite a bit. We did talk about a 3 year agreement? Yes. The board seems in agreement on 3 year. What is the Director's recommendation to the board? Director Heitz said we think we can come to agreement but we need to tweak it. If they aren't playing games this year, we don't need it by June 1. They are practicing now. Commissioner Hollis wants to make sure this is thorough. Still some things that need to be ironed out. No need to rush because they can continue to practice. A motion to table the agreement was made by Commissioner Hollis, seconded by Commissioner Tucker. Discussion: Commissioner Skelly asked if we can bring it back to Committee and take action?

Attorney Coghlan said we can call the committee meeting a special meeting. Commissioner Tucker said we would change the committee meeting to a regular meeting. Director Heitz said you don't have to have a committee meeting every month. Commissioner Tucker said maybe someone from their organization should be there. June 11 will be special meeting so action can be taken. Upon roll call vote the following Commissioners voted aye: D. Skelly, D. Tucker, B. Spriggs, and A. Hollis. Not present: M. Mullady. With 4 ayes, 0 nays, motion carried.

Civic Furnace

Director Heitz: Would like to table this. Not happy with the warranty that has been presented on our quotes. We have time to shop around. If 1 year manufacture warranty is the best we can do, that's fine but would like to check around. A motion to table the Civic Furnace was made by Commissioner Tucker, seconded by Commissioner Skelly. Motion to table: Tucker, Skelly. Roll call: all ayes. Upon roll call vote the following Commissioners voted aye: D. Skelly, D. Tucker, B. Spriggs, and A. Hollis. Not present: M. Mullady. With 4 ayes, 0 nays, motion carried.

NEW BUSINESS

We Stand for Christ Agreement Pioneer Park Usage

Director Heitz: They presented to us before. He would like to have a food program from June-mid August at Pioneer Park from 10am-2pm. Only allowed to serve the children. Would have a fridge that he would keep at the facility. Commissioner Tucker and Director Heitz met with him. Has insurance covered and volunteer waivers. Will do the background checks. Has taken the food handling classes. Talked about fees. They would do some planting and other in-kind services. It would go along well with what we did at Pioneer and it's on our list there too.

Mr. Smith: thanks for listening to our proposal. Thanks to our volunteers and board members who are in attendance tonight. The program is something the community could really use. Believe we can make an impact by feeding the kids. We will be responsible and we will do a good job. Just like to have a chance to help the kids and hopefully we can come back next summer too.

Commissioner Hollis said he wasn't here for the committee meeting. This is exciting. Just glad someone from the community is stepping up. Commend you all.

Director Heitz said we are going to communicate on a weekly basis. If you see consistency, that's a target child so we can maybe get some resources for them.

Public: Takes special people like you guys and discussions, it takes people putting it together. Commend everyone of you for the time and effort to keep this in Kankakee.

Commissioner Tucker asked about a written agreement? It would be a regular facility agreement.

Mr. Smith said he has 20 signed volunteers so far. Wanted to make sure we follow everything and get the approval. People are excited. Program starts Monday. Commissioner Tucker asked when will you be set up? Commissioner Tucker is interested in doing a walk through before it goes into action. The food bank wants that also. There is a pre-site walk through. Commissioner Tucker said having a dialogue will really help the process.

A motion to approve the We Stand for Christ agreement was made by Commissioner Spriggs, seconded by Commissioner Skelly. Upon roll call vote the following Commissioners voted aye: D. Skelly, D. Tucker, B. Spriggs, and A. Hollis. Not present: M. Mullady. With 4 ayes, 0 nays, motion carried.

Commissioner Hollis said we will get the facility agreement and would like to be present for the walk through.

Zagster Location Host

Director Heitz got a phone call from Staci at KCCVB. Riverside is a sponsor for the bike program. They picked a location in Bird. It's 5 bikes plus the rack. Both agreed that it would be best to be at the north end of the parking lot on the right hand side. The agreement names us as the host site. No work on our end. Bourbonnais has some going in. Have to make sure signage is consistent so it's recognizable. Need a name that is consistent, if you want the bikes there. Let's call it Bird Park Field because that will be easy for people to find and it is within Bird Park. No liability at all. Just providing space for them to have there for 2 years. A motion to approve the Zagster Location was made by Commissioner Spriggs, seconded by Commissioner Hollis. Upon roll call vote the following Commissioners voted aye: D. Skelly, D. Tucker, B. Spriggs, and A. Hollis. Not present: M. Mullady. With 4 ayes, 0 nays, motion carried.

Maintenance Vehicle Purchase

Director Heitz: This has been a challenge for us. We have so much going on this year. Can't get enough of the guys in the trucks that are running to get them where they need to go. Losing time and aren't being efficient. We have 4 vehicles that we brought to the board last year. We discussed it but never voted on it. Rick has put a couple vehicles together. Rick said we took

some parts off the trucks that can't run to make some run. With that being said, we have to drop guys off and come back and get them. Have to keep shuttling. Commissioner Hollis asked what can we do? What do we need? Director Heitz said we have come up with a couple different ideas. \$26,000-\$30,000 that we have in the budget because it wasn't used for another vehicle because director's vehicle was coded to capital. There are several options. Would like to get 2 crew cabs if we can find what we need for the right price. Commissioner Hollis asked for your recommendation? Let's see what the best deal is. Trying to be more efficient. If we can do it, it's a no brainer. Want to make sure we can afford to do it. Commissioner Tucker said we have 5 trucks and employ 20 people. Does everyone work the same shift. Yes, other than weekends. Director Heitz said at the next meeting would like to bring the surplus list.

A motion to approve the purchase of new vehicles for maintenance, not to exceed \$30,000, was made by Commissioner Spriggs, seconded by Commissioner Tucker. Upon roll call vote the following Commissioners voted aye: D. Skelly, D. Tucker, B. Spriggs, and A. Hollis. Not present: M. Mullady. With 4 ayes, 0 nays, motion carried.

Resolution Authorizing Issuance of Individual Procurement Cards

Director Heitz: This is through IAPD and will replace the PNC card. What's nice about this is always required to pay off every month. Does earn rewards. Rewards will be used for staff. Safety equipment or a cook out for the staff. Put together a policy and procedures for employees to look through. There is only 5 of us with purchasing rights. Commissioner Hollis asked about the checks and balances for the purchases. Director Heitz goes online every day to check the credit card. Commissioner Tucker asked if there was a limit per person? Yes, per person. Commissioner Hollis said you check it daily? Yes. Director Heitz said it's a lot of hoops to jump through. Commissioner Tucker said we discontinued the IAPD membership, will we get that back? Director Heitz said we will be when we go into the new fiscal year. A motion to approve the resolution authorizing issuance of individual procurement cards was made by Commissioner Spriggs, seconded by Commissioner Skelly. Upon roll call vote the following Commissioners voted aye: D. Skelly, D. Tucker, B. Spriggs, and A. Hollis. Not present: M. Mullady. With 4 ayes, 0 nays, motion carried.

STAFF REPORTS

Executive Director

Director Heitz: Updates from the report. City of Kankakee is the state of the city. Monday is a city meeting and they will be discussing the master plan for the River Walk. The master plan involves our property but the conversations should happen now.

We have the River Road donations. There were 8 donors for trees.

The Miller memorial bench came in. It looks beautiful and will be installed in the next couple weeks at the harbor.

Cobb Park Criterium is this weekend. Strawberry Fest is this weekend. Going forward will be on the Strawberry Fest board.

Will also be a part of the meeting for the 4th of July fireworks too.

COMMITTEE REPORTS

KCCVB Report

Dayna Heitz: Meeting tomorrow night.

Historical Society Report

Commissioner Skelly: Didn't make the meeting. Connie is very happy with how things are. Very thankful that Park District got everything done for Rhubarb Fest.

SRA

Commissioner Tucker: Meeting was election of officers.

COMMISSIONERS FORUM

Commissioner Skelly asked when the ice was shut down was there compressor maintenance.
Yes.

Commissioner Spriggs said last weekend at the campground we had a good weekend. Lots of people. Our hosts are here. Bill Stump asked if we could get some gravel to fill some holes. Yes. Compliment Rick on Washington Park. Looks really good. Park hasn't looked that good in a long time.

Commissioner Hollis commended you on the trees at Beckman. Branches were hanging and didn't want kids to hurt themselves.

Commissioner Spriggs said Immanuel Baptist church will be cleaning up June 3.

Commissioner Spriggs asked if we can expedite the truck purchase. Parks are looking really good.

Director Heitz said there was a pavilion rental at Old Fair. They set up bounce houses without insurance. They slept overnight in their car. They have open alcohol all over. It was quite a mess. They paid for the pavilion. Commissioner Spriggs said to alleviate the bounce house issue, let's just put a clause in the rental agreement that we assume no risk. Commissioner Hollis talked about an incident that happened in the news, now the family is suing a District. It was on their land. We went through this with PDRMA. Don't want to put that into the agreement, they can sue for anything. Director Heitz said we can send them a bill. They won't pay it. Commissioner Tucker said we are liable. Weigh on the side of putting the disclaimer. At least you are saying don't do it.

A motion to go into Executive Session was made at 6:30pm by Commissioner Tucker, seconded by Commissioner Spriggs. Upon roll call vote the following Commissioners voted aye: D. Skelly, D. Tucker, B. Spriggs, and A. Hollis. Not present: M. Mullady. With 4 ayes, 0 nays, motion carried.

Returned to open meeting at 6:55pm. Commissioners present: Hollis, Skelly, Spriggs, Tucker. Staff present: Executive Director Heitz, Attorney Coghlan.

ADJOURN MEETING

A motion to adjourn the meeting was made at 6:55 pm by Commissioner Spriggs, seconded by Commissioner Skelly. Upon voice vote, all ayes, motion carried.

OFFICIAL REPORTS:

1. Committee Meeting Minutes (April 9, 2018)
2. Board Meeting Minutes (April 23, 2018)
3. Bills Payable
4. Financial Statements
5. Facility Agreement with House of Sports
6. Civic Furnace
7. We Stand for Christ Agreement
8. Zagster Location Host
9. Maintenance Vehicle Purchase
10. Resolution for Procurement Card

Respectfully submitted: Melissa Woodard