

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS**

August 14, 2013

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, July 10, 2013 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Petry presided over the meeting.

Present: President Joseph Petry, Vice President Alvin Griggs, Commissioners Barbara Kuhl, Jane Solon, and Timothy McMahon, Treasurer Gary Wackerlin and Attorney Guy Hall.

Staff present: Bobbie Herakovich, Executive Director/Secretary, Joe DeLuce, Director of Recreation, J. R. Pope, Superintendent of Planning and Operations, Andrew Weiss, Park Planner, Tammy Hoggatt, Human Resource Manager, Megan Kuhlenschmidt, Sports & Aquatics Manager, and Cindy Harvey, Executive Assistant.

Call to Order

President Petry called the meeting to order at 7:00 p.m.

CPD Highlights

President Petry reported that about discussion that occurred concerning opening the meeting with a positive comment or story about the Park District.

Commissioner Solon reported that some Mini Triathlon participants shared with her that they had a great experience and enjoyed the event. Participants favored the use of the chip to track their times and enjoyed the positive experience from volunteers and fans. She reported that she has received several positive comments about the Virginia Theatre and the shows that are coming to it.

President Petry thanked both Commissioner Solon for sharing the comments and staff for making the events possible.

Comments from the Public

President Petry called for comments from the public.

Shawn Tabeling, 3103 Meadowbrook Drive, Champaign, stated that he was in attendance at the meeting to answer any questions the Board may have about his proposal for use of the existing Leonhard Recreation Center. Mr. Tabeling owns the "The Cage" a batting cage practice facility.

Communications

President Petry circulated the communications.

Treasurer's Report

Consideration of Acceptance of the Treasurer's Report for the Month of July 2013

Treasurer Wackerlin presented the Treasurer's Report for the month of July 2013. He stated that the Park District's finances have been reviewed and found to be in appropriate order.

Vice President Griggs made a motion to accept the Treasurer's Report for the month of July 2013. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Executive Director's Report

Volunteer of the Month

Ms. Herakovich reported that Austin Teitsma was chosen as Volunteer of the Month for June. He volunteered at the Taste of Champaign-Urbana, Musical Festival, Sounds of Sunset, and various other

special events. Mr. Teitsma was unable to attend the meeting and will be presented with his gifts at a later date.

General Announcements

Ms. Herakovich reported that the 2013 Awards ceremony hosted by the Illinois Association Park District will be held on September 27, 2013. She stated that currently President Petry and Vice President Griggs have expressed an interest in attending the event. Ms. Herakovich asked other Board members to let her know if they would like to attend so staff can make reservations. President Petry noted that Marc Cohn will be at the Virginia Theatre that night.

Ms. Herakovich thanked Ms. Hoggatt and Ms. Harvey for serving as resource people for the selection process.

Ms. Herakovich reported that she has met with all Park District staff not on vacation informing them that she plans to retire at the end of the year. She stated that she had good discussions with the staff about her retirement as well as other issues concerning the Park District.

Ms. Herakovich reported Board travel will be discussed later on the agenda. She reminded the Board that at its request consideration of Board travel has not been included on the agenda but could be if the Board so desires.

Report of Officers

Attorney's Report

None

President's Report

President Petry reported that the City of Champaign invited Ms. Herakovich and he to hear a preliminary discussion about the possible creation of a new TIF district. In keeping with a joint request by a business and the City, it is preliminary and has not yet been discussed in detail by City Council. Therefore, the details are not yet available to be shared. He stated that the request is a possibility and may be coming to the Park District in the near future. President Petry reported that State law does not require the City to get approval from the Park District for creation of a TIF; only when lengthening or extending a TIF. He stated that the City is being inclusive in this process. He wants to make sure that the Park District appreciates City efforts to be good partners in this endeavor.

President Petry suggested that Commissioner Kuhl act as the Board facilitator regarding the executive director search process. There were no objections from the Commissioners.

Consent Agenda

President Petry stated that all items on the Consent Agenda are considered routine and shall be acted upon by one motion. If discussion is desired, that item shall be removed and discussed separately. The items are as follows:

1. Minutes of the Closed Session Meeting, June 26, 2013
2. Minutes of the Regular Board Meeting, July 10, 2013
3. Minutes of the Closed Session Meeting, July 10, 2013
4. Approval of an Agreement with Champaign Unit #4 School District to provide access to certain facilities during times of crisis and authorization for the Executive Director to execute the agreement
5. Approval of an Agreement between the Park District and Public Art League for temporary display of artwork for a period of three years and authorization for the Executive Director to execute the agreement

Vice President Griggs made a motion to approve the Consent Agenda items. The motion was seconded by Commissioner Kuhl. Commissioner Solon made a motion to amend the motion to approve all Consent

Agenda items except Item No. 1 with corrections submitted and being reconsidered at a later date. The amendment to the motion was accepted by Vice President Griggs and Commissioner Kuhl. The motion passed 5-0.

New Business

Consideration of Approval of Disbursements as of July 11, 2013

President Petry reported that staff recommended approval of disbursements for the period beginning July 11, 2013 and ending August 14, 2013.

Commissioner Solon made a motion to approve disbursements for the period beginning June 13, 2013 and ending July 10, 2013. The motion was seconded by Vice President Griggs.

Commissioner Solon researched and watched a video about the Cybertec Waste Reduction in ground trash receptacles. She asked what parks the receptacles would be placed in and who would be responsible for emptying and hauling the waste. Mr. Pope responded that the receptacles would be placed in the peripheral parks (two in Porter Park, one in Dog Park, one in Hallbeck) and that Park District staff will empty the containers. Ms. Herakovich reported that the receptacles are part of the efficiency and effective measures and that are being implemented to eliminate the need to purchase a new garbage truck and hire new staff.

The motion passed 5-0.

Consideration of Approval of an Internet Ticketing Services Agreement with SeatAdvisor, Inc.

Ms. Herakovich reported that staff was requesting approval to enter into an Internet Ticketing Services Agreement with SeatAdvisor, Inc. to provide ticketing for the Virginia Theatre and other Park District events for a three-year period and authorization for the Executive Director to execute the agreement subject to further legal review. She reported that staff found that current provider to be unresponsive and is not recommending renewal of the agreement with it.

Discussion ensued about the terms of the proposed agreement. Staff answered questions posed by the Commissioners. Commissioner Solon noted a typographical error.

Commissioner McMahon made a motion to approve an Internet Ticketing Services Agreement with SeatAdvisor, Inc. for a three year period and authorize the Executive Director to execute the agreement subject to further legal review. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Re-Consideration of the Bid for the Digital Cinema Projection System

Ms. Herakovich reported that staff was recommending that the Board reconsider the bid from Sonics Equipment Company for the digital cinema projection system for the Virginia Theatre. While Sonic appeared to be low bid and staff had recommended the company, it became obvious since the original decision that Sonic had not visited the theatre and the bid was premature and other important variables surfaced. Staff is recommending reconsideration of the award as non-responsive and authorization for staff to issue a Request for Proposal for installation, wiring, programming and provision of a digital cinema projection system. Vice President Griggs made a motion to approve re-consideration of the bid for the digital cinema projection system. The motion was seconded by Commissioner Solon.

Discussion ensued. Commissioner Kuhl questioned whether Mr. Hall had reviewed this matter. Mr. Hall stated that there was an award but no contract was signed. He stated that the language of Sonic bid lacked clear terms, which included estimates and additional cost involved. He also noted the fact that they had not visited the theatre in order to properly address wiring and installation matters in a through manner. The bid submitted by Sonic was not really responsive.

The motion passed 5-0.

Consideration of Approval of a Request from the Village of Bondville for a Permanent Sewer Easement

Ms. Herakovich reported that staff was requesting approval of a request from the Village of Bondville for a Permanent Sanitary Sewer Easement to connect the Urbana-Champaign Sanitary District lines. Staff also recommends waving the easement fee as this action benefits the public good. Approval of the easement is subject to the language being approved by legal counsel. Terms call for a \$6,200 in re-planting cost as recommended by Park District staff.

Commissioner Solon made a motion to approve the request from the Village of Bondville for a Permanent Sewer Easement as stated above upon approval by legal counsel. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Consideration of a Resolution Approving Ratification of Change Order No. 1 to the Leonhard Recreation Center Contract

Ms. Herakovich reported that staff recommended approval of a resolution ratifying Change Order No. 1 to the Leonhard Recreation Center contract as it relates to installation of additional electrical service at a cost of \$18,333, the work is germane to the original project, in the best interests of the Park District and was unforeseen at the time the contract originated.

Vice President Griggs made a motion to approve a resolution approving ratification of Change Order No. 1 to the Leonhard Recreation Center contract as stated above. The motion was seconded by Commissioner Solon.

Discussion ensued. Commissioner Kuhl requested report showing original contract and detail of all change orders.

The motion passed 5-0,

Consideration of Ratification of Change Order Nos. 2, 3 and 4 to the Leonhard Recreation Center Contract

Ms. Herakovich reported that staff was requesting ratification of Change Order Nos. 2, 3 and 4 to the Leonhard Recreation Center contract for gymnasium equipment at an increase in cost of \$5,949, electrical revisions at an increase cost of \$408, and concrete revisions at a decrease in cost of \$2,800 as this work is germane to the original project and in the best interests of the Park District.

Vice President Griggs made a motion to approve ratification of Change Order Nos. 2, 3, and 4 to the Leonhard Recreation Center contract as stated above. The motion was seconded by Commissioner McMahan.

Discussion ensued about grouping the changes orders together accounting for changes; use of resolutions; and whether change orders could be presented individually should there be a need to remove and not consider a specific change order.

The motion was approved 5-0.

Re-consideration of a Parking Lot at the new Leonhard Recreation Center

Ms. Herakovich reported that staff was requesting authorization for the Executive Director to pursue a change order to the Leonhard Recreation Center contract for a parking lot at a cost of \$34,641 as this work is germane to the original project and in the best interests of the Park District.

Discussion ensued about whether to move forward with additional parking for the new Leonhard Recreation Center. Staff answered questions posed by the Board. It was noted that the funds allocated for the Leonhard Recreation Center project does not include the cost to tear down the existing Leonhard Recreation Center nor staff time and planting for the new Leonhard Recreation Center. The Board would like to know the cost for the new Leonhard Recreation Center as well as the cost to tear down the existing Leonhard Recreation center.

Vice President Griggs made a motion to approve re-consideration of a parking lot at the new Leonhard

Recreation Center by authorizing the Executive Director to pursue a change order for a parking lot. The motion was seconded by Commissioner McMahon. The motion passed 5-0.

Old Business

Consideration of Future of Existing Leonhard Recreation Center

Ms. Herakovich reported that one of the Board's priorities included in a pamphlet on the table is to determine use or removal of the existing Leonhard Recreation Center for the late spring of 2014. She stated that after discussion with staff it was determined that there are three options currently being considered for the existing Center: pursue a public/private partnership for indoor batting cage; seek request for proposals for other program opportunities; or demolish the building and construct a tennis support facility.

Mr. DeLuce discussed with Shawn Tabeling of "The Cage" the use of the existing building as a public private partnership for a batting cage practice facility. He also discussed other possible uses for the Park District. Ms. Herakovich talked about the proposed profit projected by Mr. Tabeling if he were allowed use of the building.

Mr. Tabeling answered questions posed by the Board about his current business and his proposal using the existing Leonhard Recreation Center.

Discussion ensued about various matters related to the existing building. Staff answered questions posed by the Board. It was determined that additional research about the maintenance cost, ADA requirements, and other pertinent information should be brought to the Board before a final decision is made. It was also suggested that various studies be given to Commissioner McMahon for his review.

President Petry thanked Mr. Tabeling for a part of the process and presenting a proposal for use of the building for the Board's consideration.

Commissioner Solon made a motion to table this time. The motion was seconded Commissioner Kuhl. The motion passed 5-0.

Consideration of Acceptance of Strategic Plan: Vision 2020

Ms. Herakovich reported that the Strategic Plan: Vision 2020 has been revised to include Board changes and priorities. Staff recommended formal acceptance of the Strategic Plan: Vision 2020 to formalize moving forward with it.

Commissioner Kuhl made a motion to approve acceptance of the Strategic Plan: Vision 2020. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Discussion ensued. President Petry commented that he thinks the Strategic Plan is awesome and the process was useful. He articulated his views regarding the value of strategic plans.

The motion passed 5-0.

Discussion Items

Attendance at 2013 NRPA Congress

Ms. Herakovich reported that several parks approve attendance at conferences for board and staff. She reported that the Park Board opted to approve an amount for conference and travel for Board and staff. Ms. Herakovich stated that a Commissioner expressed concern about the number of commissioners who will be attending the 2013 NRPA Congress. She stated that the number of commissioners who attend conferences varies. However, there is not set rule on how many should attend.

Discussion ensued about the pros and cons of Commissioners attending national and state conferences. After discussion, it was determined no changes will be made to reservations for attendance at the 2013 National Congress. Staff was directed to propose a travel policy for Commissioners for Board consideration.

Comments from Commissioners

Commissioner Kuhl updated the Board on the research to date regarding the Executive Director position. Ms. Herakovich's retirement will be effective the end of December 2013. The proposed timeline for selection of a new Executive Director was reviewed.

Discussion ensued. It was determined that the selection firms will make presentations at the September 4, 2013 Regular Board meeting. A firm will be selected and a contract prepared for Board consideration at the September 11, 2013 Board meeting. President Petry thanked Commissioner Kuhl for overseeing the process.

Closed Session

Commissioner Solon made a motion as set forth below to convene in Closed Session. The motion was seconded by Vice President Griggs. The motion passed 5-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes; Vice President Griggs – yes; President Petry – yes; and Commissioner Kuhl – yes. The Board convened in Closed Session under the Illinois Open Meetings Act, The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS, Par. 120/2(c)(1) for the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, or legal counsel for the public body.

Return to Regular Meeting

Following the adjournment of the Closed Session, the Board reconvened in open meeting.

Adjourn

There being no further business to come before the Board, Commissioner Solon made a motion to adjourn the meeting. The motion was seconded by Vice President Griggs. The motion passed unanimously and the meeting was adjourned at 9:35 p.m.

Approved:

Joseph A. Petry, President

Bobbie Herakovich, Secretary