

MINUTES OF THE SPECIAL BOARD MEETING CHAMPAIGN PARK DISTRICT BOARD OF COMMISSIONERS

August 28, 2013

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, August 28, 2013 at 5:30 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, Commissioners Jane Solon and Timothy McMahon, Treasurer Gary Wackerlin and Attorney Guy Hall.

Absent: Vice President Alvin Griggs and Commissioner Barbara Kuhl.

Staff: Bobbie Herakovich, Executive Director/Secretary, Joe DeLuce, Director of Recreation, J. R. Pope, Superintendent of Planning and Operations, Laura Auteberry, Director of Marketing & Development, Tammy Hoggatt, Human Resources Manager, Andrew Weiss, Park Planner, Randy Hauser, Horticulture Supervisor, Steven Bentz, Virginia Theatre Director, Bret Johnson, Grounds Supervisor, and Cindy Harvey, Executive Assistant.

Call to Order

President Petry called the meeting to order at 5:30 p.m. He remarked about the new tradition of beginning the meeting with a brief comment, reflection, or highlight from a Commissioner.

Commissioner McMahon reported on positive feedback received from people about upcoming concerts including the Marc Cohn concert at the Virginia Theatre. He also complimented staff on the maintenance and upkeep of various parks he visited. Commissioner McMahon stated that prior to becoming a Commissioner he questioned the decision on developing Porter Family and Sunset Ridge Parks. He talked about the development of Hessel and West Side Park. He spoke of the need to have a vision of the future and community growth to add parks. He commended the Board and all those involved in the development of Porter Family and Sunset Ridge Parks.

President Petry commented on the announcement of the Vince Gill concert scheduled for the Virginia Theatre as being the "wow factor" that Ms. Herakovich has previously discussed.

Comments from the Public

President Petry called for comments from the audience. There were none.

Presentations

Natural Areas – Randy Hauser, Horticulture Supervisor

Randy Hauser reported that he has been the Park District's Horticulture Supervisor for six months. He stated that prior to employment with the Park District he was employed at the Urbana Park District for 23 years; 10 years of which was spent as a landscape worker and remainder of the time as a grounds supervisor. He indicated that he is not an expert on natural areas but has considerable knowledge about the topic. He reported that patience and dedication are required for natural areas. Mr. Hauser commented that developing natural areas is not an easy task; however, when it works it is beautiful.

Mr. Hauser reported on the five Park District natural areas. The natural areas include, Heritage Park, Hallbeck Park, Porter Family Park, Sunset Ridge Park, and Scott Park. He stated that the current natural areas do not receive regular scheduled maintenance, but receive maintenance after normally scheduled duties have been completed. He stated that there was comfort in knowing that the Park District is using a contractor for Porter Park's natural areas at this time. He is concerned about current staff having to maintain it in the future with its current workload, since 27 of the park's 38 acres are natural areas. Mr. Hauser reported that Scott Park is a wonderful site and that he would like to see

more areas like it. He stated that he and his staff had the opportunity to remove invasive plantings from Scott Park this summer. Mr. Hauser reported that it is important to be able to maintain natural areas and expressed the need for dedicated staff with expertise in the area to oversee development and upkeep of natural areas.

Commissioner Solon suggested that the Heritage Park area be included for clean up during the annual Boneyard Creek clean up event. She also asked what were some of the things that needed to be addressed in a natural area and how often controlled burning should occur at Porter Park. Mr. Hauser stated that it is important to know what should not be in a natural area and removing those species. An area the size of Porter Park should be sectioned for burns and rotated possibly every three years. Commissioner Solon stated that she hopes the enthusiasm for natural areas becomes contagious to the neighborhood park associations and that they will help maintain some of the natural areas.

Ms. Herakovich reported that a group has expressed an interest in adopting Porter Family Park and would assist with informing neighbors on what is going there. She also reported that the goal is to not only have a natural resource person but to have the person work with people and different groups who have expressed an interest in assisting the Park District with natural areas.

In response to President Petry's question about the Master Naturalist Program, Mr. Weiss stated that the group takes care of the Heritage Park area and uses it for teaching purposes. He thanked Mr. Hauser for his presentation and stated that he is a big proponent of natural areas.

Virginia Theatre Budget and Programs – Steven Bentz, Virginia Theatre Director

Mr. DeLuce presented the proposed FY13-14 budget for the Virginia Theatre. He reported that the Virginia Theatre staff is comprised of three full time, one contractual, one regular part time and several part time box office, concession and event supervisors. Mr. DeLuce stated that the Virginia is unique in that it is not a stand alone theatre but supported by various Park District departments and divisions. He reported that the budget for the Virginia Theatre is set up in the Museum Fund and broken down into four budgets as follows: Virginia Facility Operations; Virginia Theatre Films; Virginia Theatre Special Events; and Virginia Theatre Concessions. He presented the current budget and projections for each for FY13-14. Mr. DeLuce reported that the total projected tax support for this fiscal year is anticipated to be approximately \$10,171. He stated that the overall goal is to break even.

Mr. Bentz presented an update on the various programs. He stated that programming is broken down into four categories: concerts; film series; special events; and rentals. He discussed the need for a variety of programs that cater to a diverse audience. Mr. Bentz presented the scheduled entertainment lineup for FY13-14.

Mr. DeLuce reported that staff has been contacted about possible joint events when the State Farm Center closes for renovation.

Commissioner Solon complimented Mr. Bentz for doing an outstanding job booking the Virginia Theatre. She likes the approach of offering different types of musical performances to see the kind of responses from the public and the goal of offering something for everyone. She thinks it is great and she is sure the theatre will do well this year. She also commented on the wide variety of acts that will be offered and noted that people are really impressed with how the theatre looks. She thanked Mr. Bentz for his efforts.

President Petry complimented Mr. Bentz on his efforts at the theatre. He stated that the goal for him is a diverse array of entertainment which he believes staff is taking into account. President Petry stated that he would also like it if the theatre could break even. He also encouraged staff to take advantage of local talent.

Action Items

Consideration of a Resolution Approving Change Order No. 5 to the Leonhard Recreation Center Contract

Ms. Herakovich reported that staff was recommending approval of a resolution approving Change Order No. 5 to the new Leonhard Recreation Center contract to add 33 parking spaces at a cost of \$34,641, and authorizing the Executive Director to execute the Change Order as this work is germane to the original project and in the best interest of the Park District.

Commissioner McMahon made a motion to approve a resolution approving Change Order No. 5 to the Leonhard Recreation Center contract as presented. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Discussion Items

Viability of Existing Leonhard Recreation Center

Mr. Weiss recapped the discussion about possible uses of the existing Leonhard Recreation Center addressed at the August 2013 Board meeting, including soliciting Request for Proposals (RFP) for program opportunities. He reported that it was also discussed that the timeline for a decision was not immediate; however, it is important to determine what steps need to be taken, and when, in considering the viability of choices. Mr. Weiss stated that there is nothing preventing the Park District from soliciting RFPs almost immediately from public and private entities about prospective uses or partnerships concerning the current Leonhard Recreation Center. Once received, the Park District could decide to accept an RFP, reject all RFPs or demolish the building. Staff is requesting Board consideration to move forward with letting an RFP for program opportunities at the existing Leonhard Recreation Center. Discussion ensued.

It was the consensus of the Board that the recommendation to move forward with an RFP be placed on the September 4, 2013 Special Board meeting agenda for consideration.

Board Travel Policy

Ms. Herakovich reported that the Board expressed a desire to review the current Board travel policy. She stated that the policy has been in existence since 1999 and was revised in 2005 and 2011. Ms. Herakovich reported that there was some desire to keep the policy general and that travel is currently based on an annual budgeted amount. Discussion ensued.

After discussion, it was determined that no changes be made to the current policy and that if requested, the policy be revisited in the future.

Quarterly Financial Report

Ms. Herakovich introduced Andrea Wallace, the new Director of Finance.

Ms. Herakovich presented the first quarterly financial report of the Park District's main funds: General; Recreation; and Museum. She reported that there was a decrease in revenue from the aquatic center and concessions due to low attendance because of weather conditions. Discussion ensued. Staff responded to questions posed by the Board.

Comments from Commissioners

Commissioner Solon complimented staff on a great job at the Virginia Theatre, noted that the parks look great, and that she is very pleased with all the work staff has been doing.

President Petry reported that he enjoyed the presentations made by staff on the Virginia Theatre and natural areas. He stated that Commissioners Kuhl asked him to follow up on several items regarding the search process. President Petry reported that the binders on the dais for each Commissioner

include information related to the search. It includes a revised calendar, original proposals by both search firms, and questions provided by the Commissioners. Over time, items will be added to the binder. It is the intent that the binders remain at the Park District office so that they are always available at Board meetings. Staff distributed the agenda for the September 4, 2013 Special Board meeting.

President Petry presented possible suggestions for handling the questioning session with the search firms and asked for Board feedback. After discussion, it was determined that Commissioner Kuhl will ask the questions.

President Petry asked for feedback from Commissioners on the idea of having a breakout session with the Board and management staff to discuss the qualifications needed of the new Executive Director. This would also include Attorney Hall and Treasurer Wackerlin. Ms. Hoggatt reported that food and beverages would be provided to help create a comfortable atmosphere. There was no objection from Commissioners.

President Petry asked if staff has any concerns. Ms. Auteberry expressed her concerns with holding a break out session with the Commissioners and indicated that it may be more comfortable to do so with the chosen search firm. Discussion ensued. President Petry suggested that staff provide feedback to Ms. Hoggatt on the matter and that he would follow up with Ms. Herakovich.

Closed Session

Commissioner Solon made a motion as set forth below to convene in Closed Session. The motion was seconded by Commissioner McMahon. The motion passed 3-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes; and President Petry – yes. The Board convened in Closed 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, and Par. 120/2(c)(11) litigation that has been filed or that is probable or imminent.

Reconvene into Open Session turn to Regular Meeting

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

Closed Session Action Items

No action was taken on any items discussed in Closed Session.

Adjourn

There being no further business to come before the Board, Commissioner Solon made a motion to adjourn the Special Board meeting. The motion was seconded by Commissioner McMahon. The motion passed unanimously and the meeting was adjourned at 7:55 p.m.

Approved:

Jane L. Solon, President Pro Tem

Cindy Harvey, Assistant Secretary