

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

**October 9, 2013**

**ELECT PRESIDENT PRO TEM**

Commissioner McMahon made a motion to elect Commissioner Solon as President Pro Tem to preside over the meeting. The motion was seconded by Commissioner Kuhl. The motion passed 3-0.

**PUBLIC HEARING**

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, October 9, 2013 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Pro Tem Solon presided over the meeting.

Present: President Pro Tem Solon, Commissioners Barbara Kuhl and Timothy McMahon, and Attorney Guy Hall.

Absent: President Joseph Petry, Vice President Alvin Griggs, and Treasurer Gary Wackerlin

Staff: J.R. Pope, Superintendent of Planning and Operations, Andrea Wallace, Director of Finance, Laura Auteberry, Marketing and Development Director, Tammy Hoggatt, Human Resources Manager, Steven Bentz, Virginia Theatre Director, Matt Weber, Risk Manager, Jimmy Gleason, Special Events and Volunteers Coordinator, and Cindy Harvey, Executive Assistant.

Lou Liay and Charlie Finn were present as well as other members of the public.

President Pro Tem Solon opened the Public Hearing. She reported that the purpose of the public hearing was to discuss and receive public comments on the intent to issue \$1,068,000 in General Obligation Bonds. A Notice of Public Hearing was published in *The News-Gazette* on October 1, 2013.

President Pro Tem Solon called for comments from the public. There were no public comments received.

Commissioner Kuhl made a motion to close the Public Hearing. The motion was seconded by Commissioner McMahon. The motion passed 3-0.

**REGULAR BOARD MEETING**

President Pro Tem Solon called to order the Regular Board Meeting immediately following the Public Hearing, pursuant to notice duly given. President Pro Tem Solon presided over the meeting.

Upon roll call, the commissioners, officers and staff present at the Public Hearing were in attendance at the Regular Meeting as well as other staff members and members of the public.

**CPD Highlights**

President Pro Tem Solon thanked staff on how they are progressing in installing the new wooden bollards along the edge of Hessel Park. President Kuhl commented that the progress on the new Leonhard Recreation Center looks good.

**Comments from the Public**

President Pro Tem Solon called for comments from the public. There were none.

**Communications**

President Pro Tem Solon circulated the communications.

## **Presentations**

### Virginia Theatre Opening Night Recognition

Ms. Auteberry and Mr. Bentz presented Lou Liay and Charlie Finn framed pictures of the Virginia Theatre marquee and the Illini Marching Band as a tokens of appreciation for their efforts for the Virginia Theatre Opening Night program held on August 23, 2013. The key part of the program was a one act play written by Mr. Finn based on the life of Red Grange. Through Mr. Finn's and Mr. Liay's efforts and the sponsorships they secured, 18,000 was raised for the Virginia Theatre restoration efforts.

Mr. Liay stated that it was an honor to work with the Park Board. He stated that his experience on the Champaign Parks Foundation Board has been positive and that it is such an asset to the community. Mr. Liay thanked Ms. Auteberry for her efforts. Mr. Finn stated that it was a great experience for him and thanked the Board.

### Audit – Martin, Hood, Friese & Associates, LLC

President Pro Tem Solon reported that the auditors from Martin, Hood, Friese & Associates, LLC would present the audit. Mark Czys introduced himself and Deanna Ahearn from the auditing firm.

Ms. Ahearn reviewed the Financial Statements, the Independent Auditor's Report and various statements contained in the audit. She noted changes from prior year and issues of interest to governmental board members. The Park District received an unqualified opinion, which is a clean opinion.

Mr. Czys reviewed the Post Audit Communications Letter which describes how the audit proceeded operationally. He also reviewed the Internal Control Letter. Mr. Czys reported that the auditors pointed out new government standards that management is aware of. He stated that the Annual Financial Report is due to the Illinois Comptroller by October 31<sup>st</sup> and is scheduled to be filed on time. Mr. Czys thanked Ms. Herakovich, Ms. Plotner and staff for their assistance with the audit.

President Pro Tem Solon thanked the auditors for their presentation.

## **Treasurer's Report**

### Consideration of Acceptance of the Treasurer's Report for the Month of September 2013

President Pro Tem Solon reported that staff recommended acceptance of the Treasurer's Report for the month of September 2013.

Commissioner Kuhl made a motion to accept the Treasurer's Report for the month of September 2013. The motion was seconded by Commissioner McMahon. The motion passed 3-0.

## **Executive Director's Report**

### Volunteer of the Month

Mr. Gleason reported that Zeta Phi Beta Sorority was chosen as Volunteer of the Month for September. The Sorority was chosen for assistance at the Douglass Senior Style Show by assisting models with wardrobe change, hair and makeup. The Sorority was presented with a certificate of appreciation and a bag of goodies.

The Board thanked Zeta Phi Beta Sorority for their efforts.

### General Announcements

Mr. Pope reported that construction of the new Leonhard Recreation Center is progressing. The walls are expected to be up by Friday; the trusses delivered next week; and the roof put on before winters. He reported that the Virginia Theatre project has been delayed due to unexpected issues. Mr. Pope reported the projection room is expected to be completed by the end of the month. He thanked the Board for comments on the installation of the bollards at Hessel Park, and noted that staff worked hard on the project. The goal is to eventually edge the entire park. He stated that the pavilion in Hessel Park has been

encapsulated in plastic and that the renovation of the pavilion will be let for bid. Mr. Pope informed the Board of a change in the mowing contracts whereby contractors receive only 50% of pay for trimming, debris and litter removal during the drought. This has saved the Park District approximately \$19,000.

## **Report of Officers**

### Attorney's Report

None

### President's Report

None

## **Consent Agenda**

President Pro Tem Solon 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 Special Board Meeting, August 28, 2013
3. Minutes of the Closed Session Meeting, August 28, 2013
4. Minutes of the Special Board Meeting, September 4, 2013
5. Minutes of the Special Board Meeting, September 11, 2013
6. Minutes of the Regular Board Meeting, September 11, 2013
7. Resolution Authorizing Andrea N. Wallace as Signatory on Park District Accounts

Commissioner McMahon made a motion to approve the Consent Agenda items. The motion was seconded by Commissioner Kuhl. The motion passed 3-0.

## **New Business**

### Consideration of Approval of Disbursements as of September 12, 2013

President Pro Tem Solon reported that staff recommended approval of disbursements for the period beginning September 12, 2013 and ending October 9, 2013.

Commissioner Kuhl made a motion to approve disbursements for the period beginning September 12, 2013 and ending October 9, 2013. The motion was seconded by Commissioner McMahon. The motion passed 3-0.

### Consideration of Acceptance of the FY12-13 Audit

President Pro Tem reported that staff recommended acceptance of the FY12-13 Annual Audit.

Commissioner Kuhl made a motion to accept the FY12-13 Audit. The motion was seconded by Commissioner McMahon. The motion passed 3-0.

### Consideration of Approval to Solicit Bids for the Issuance of General Obligation Bonds

President Pro Tem Solon reported that staff requested that the Board confirm authorizing the Treasurer and Director of Finance to solicit bids for the issuance of \$1,068,000 in General Obligation Bonds for the purpose of providing funds to pay for the building, maintaining, improving and protecting of the parks and boulevards of the Park District and for the payment of expenses incident thereto, as provided in a resolution adopted by the Board at its Regular Meeting held September 11, 2013.

Commissioner McMahon made a motion to approve the request to confirm authorizing the Treasurer and Director of Finance to solicit bids for the issuance of \$1,068,000 in General Obligation Bonds. The motion was seconded by Commissioner Kuhl. The motion passed 3-0.

Consideration of Approval of a Resolution Estimating Taxes to be Levied for FY14-15

President Pro Tem Solon reported that staff requested Board approval of a Resolution setting the tax levy for fiscal year beginning May 1, 2014 and ending April 30, 2015 at \$11,381,395 and scheduling a public hearing on the Tax Levy Ordinance for Wednesday, November 13, 2013 at 7:00 p.m. at the Bresnan Meeting Center as required by the Truth in Taxation Act.

Commissioner Kuhl made a motion to approve a Resolution setting the tax levy for fiscal year beginning May 1, 2014 and ending April 30, 2015 at \$11,381,395 and scheduling a public hearing on the Tax Levy Ordinance for Wednesday, November 13, 2013 at 7:00 p.m. at the Bresnan Meeting Center. The motion was seconded by Commissioner McMahan. The motion passed 3-0.

Consideration of Approval of a Request for an Underground Permanent Electric Easement from Ameren Illinois Company

President Pro Tem Solon reported that staff recommended approval of a permanent easement for electrical service to the new Leonhard Recreation Center. Discussion ensued. It was suggested that the motion include that the fee is waived as it benefits the Champaign Park District.

Commissioner Kuhl made a motion to approve an Underground Permanent Electric Easement to Ameren Illinois Company and that the fee be waived as the easement is for the benefit of the Champaign Park District. The motion was seconded by Commissioner McMahan. The motion passed 3-0.

Consideration of Approval Ratifying Change Orders 1 through 4 to the Virginia Theatre Projection Room Renovation Contract

President Pro Tem Solon reported that staff requested approval ratifying previously authorized Change Orders 1 through 4 for the Virginia Theatre projection room renovation.

Commissioner Kuhl made a motion to approve ratification of Change Orders 1 through 4 for the Virginia Theatre projection room renovation. The motion was seconded by Commissioner McMahan. The motion passed 3-0.

Consideration of Approval of Changes Orders 6, 7, and 8 to the Leonhard Recreation Center (LRC) Contract

President Pro Tem Solon reported that staff requested approval of Change Orders 6, 7, and 8 in the total amount of \$7,172 to the LRC contract for necessary improvements to the original contract.

Commissioner Kuhl made a motion to approve Change Orders 6, 7, and 8 to the Leonhard Recreation Center contract. The motion was seconded by Commissioner McMahan. The motion passed 3-0.

**Old Business**

None

**Discussion Items**

None

**Comments from Commissioners**

Commissioner Kuhl reminded everybody that a Special Board Meeting will be held on October 16, 2013 at 5:30 p.m. for HYA to present the Leadership Profile Report. She stated that HYA completed all the Focus Group meetings and felt that they had a representative cross section of the community.

**Adjourn**

There being no further business to come before the Board, Commissioner Kuhl made a motion to adjourn the meeting. The motion was seconded by Commissioner McMahan. The motion passed unanimously and the meeting was adjourned at 7:32 p.m.

Approved:

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Joseph A. Petry, President

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Bobbie Herakovich, Secretary

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