

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

**May 14, 2014**

The Champaign Park District Board of Commissioners held its Annual Meeting on Wednesday, May 14, 2014 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, and Jane Solon, Treasurer Gary Wackerlin and Attorney Guy Hall.

Absent: Commissioner Timothy McMahon.

Staff: Joseph DeLuce, Executive Director, Andrea Wallace, Director of Finance, J.R. Pope, Director of Operations, Megan Kuhlenschmidt, Director of Recreation, Tammy Hoggatt, Director of Human Resources, Jameel Jones, Director of Cultural Arts, Kevin Crump, Director of Planning, Design and Construction, Cindy Harvey, Assistant to the Executive Director/Board Secretary, and Stacey Cornell, Administrative Specialist.

Champaign residents, Newton Dodds and Jason Dodds, and Tim Mitchell, reporter with the News-Gazette, were in attendance.

**Call to Order**

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

**Election of Officers**

Election of President and Vice President

Commissioner Kuhl made a motion to nominate and elect Joseph A. Petry for the office of President and Alvin S. Griggs for the office of Vice President. The motion was seconded by Commissioner Solon. There were no other nominations. The motion passed 4-0.

**Appointment of Officers**

Appointment of Secretary, Assistant Secretary, and Treasurer

Commissioner Solon made a motion that Cindy Harvey be appointed as Secretary, Joseph DeLuce be appointed as Assistant Secretary, and Gary Wackerlin be appointed as Treasurer of the Champaign Park District. The motion was seconded by Vice President Griggs. There were no other nominations. The motion passed 4-0. Attorney Hall then administered the Oaths of Office to Secretary Cindy Harvey, Assistant Secretary Joseph DeLuce, and Treasurer Gary Wackerlin.

**Adjourn**

There being no further business to come before the meeting, Commissioner Kuhl made a motion to adjourn the meeting. The motion was seconded by Commissioner Solon. The motion passed 4-0 and the meeting was adjourned at 7:02 p.m.

Approved:

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Joseph A. Petry, President

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Cindy Harvey, Secretary

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

**May 14, 2014**

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, May 14, 2014 immediately following the Annual Board Meeting 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, Timothy McMahon, and Jane Solon, Treasurer Gary Wackerlin and Attorney Guy Hall.

Staff: Joseph DeLuce, Executive Director, Andrea Wallace, Director of Finance, J.R. Pope, Director of Operations, Megan Kuhlenschmidt, Director of Recreation, Tammy Hoggatt, Director of Human Resources, Jameel Jones, Director of Cultural Arts, Kevin Crump, Director of Planning, Design and Construction, Cindy Harvey, Assistant to the Executive Director/Board Secretary, and Stacey Cornell, Administrative Specialist.

Champaign residents, Newton Dodds and Jason Dodds, and Tim Mitchell, reporter with the News-Gazette, were in attendance.

**Call to Order**

President Petry called the meeting to order at 7:02 p.m.

**CPD Highlights**

Vice President Griggs requested the customer satisfaction PowerPoint from the Illinois Association of Park Districts (IAPD) Legislative Conference be shown at the June study session. President Petry applauded staff on the opening of the new Leonhard Recreation Center and said the video was awesome. Commissioner Solon commended Laura Auteberry, Development Director, on getting a car for the upcoming Champaign Parks Foundation raffle.

**Comments from the Public**

Jason Dodds, 1010 West Armory Drive, Champaign, addressed the Board on behalf of the Dodds family regarding the potential use of Dodds Park as the location for the new Central High School. Mr. Dodds stated the Dodds Family is strongly opposed to the usage of any portion of Dodds Park or any other Champaign Park District park for the new location of Central High School. He indicated that there are many reasons why they feel this is not a good usage of park land and that the Board has spent a lot of money to develop Dodds Park, making it a premier park in the community and the region. Mr. Dodds would hate to see that go away. He commented that the school board is scrambling to find a backup site because the site on the north side of Champaign was underwhelming for many in the community. Mr. Dodds requested that the Board remove Dodds Park off the table for consideration as a potential site for the new high school before it takes off with a life of its own.

Commissioner McMahon arrived at 7:05 p.m.

Newton Dodds, 19 Greencroft Drive, Champaign, addressed the Board regarding Dodds Park being considered as a site for the new Central High School. He echoed remarks of Jason Dodds and the rest of the Dodds family. Mr. Dodds commented that the Park District should focus on park business. He stated that it is a beautiful park that is well-recognized around the state, and he would hate to see it destroyed.

President Petry thanked both individuals for their comments.

## **Communications**

President Petry circulated the communications.

## **Treasurer's Report**

### Consideration of Acceptance of the Treasurer's Report for the Month of April 2014

Mr. Wackerlin presented the Treasurer's Report for the month of April 2014. He stated that the Park District's finances have been reviewed and found to be in appropriate order.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of April 2014. The motion was seconded by Commissioner McMahan. The motion passed 5-0.

## **Executive Director's Report**

### Volunteer of the Month

Ms. Kuhlenschmidt reported that Delaney Cherveney was chosen as the April Volunteer of the Month. Laney has volunteered at numerous special events in the past and was a great help as the bunny at the Easter Egg Hunt. She volunteered to be the bunny on the Park District's CiLiving segment and was fantastic! She helped the Park District create an energetic and fun segment to promote the event.

### General Announcements

Mr. DeLuce thanked the staff for their efforts with regard to the new Leonhard Recreation Center by having an appreciation lunch on Wednesday, May 14. There have been over 200 memberships sold for the facility and the "Happy" video has had over 600 views on YouTube. The Park District had a kite flying festival on Sunday, May 11 at Dodds Park. It turned out fantastic and the kids had a great time. The new water feature and Filtrex have been installed at the Sholem Aquatic Center. Operations staff has been busy taking care of the dandelions in the parks and the potholes on Parkland Way. The financial advisory task force also met for the first time this week.

## **Committee and Liaison Reports**

### Champaign Parks Foundation

Commissioner Solon reported that the Foundation met on Monday, May 11. The sale of car raffle tickets begins Monday, May 19. There are 3,500 available with a cost of one being \$20 or three for \$50. They may be purchased online or from Parks Foundation Board members. Commissioners and their immediate household are not eligible to win. Foundation officers were also elected as follows: Chair – Craig Hays; Vice Chair – Scott Miller; Second Vice Chair – Newton Dodds; Secretary – John Frauenhoffer; and Assistant Secretary – Bryan Banks.

## **Report of Officers**

### Attorney's Report

None.

### Presidents Report

President Petry reported the IAPD legislative conference had several good presentations. In particular there was an effective one on grants and how to contact your legislators. He stated park districts are the most trusted and respected among government entities by a wide margin based on information given at the conference.

## **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 addressed separately. The items are as follows:

1. Approval of Minutes of the Regular Board Meeting, April 9, 2014.
3. Approval of a Bid and Authorizing the Executive Director to Execute a Contract in the amount of \$48,990 with Spectra Contract Flooring of Valley Vice, Ohio for the Installation of Playground Safety Surfacing at the Garden Hills Playground
5. Approval to Reject the Bid and Authorize the Executive Director to Solicit Quotes for the Re-surfacing of the Clark Park Tennis Courts

Commissioner Solon made a motion to approve consent agenda Items 1, 3 and 5, remove Item 2 to be considered at the June 11 Regular Board meeting, and Items 4 and 6 to be discussed separately. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Consent Agenda Item 4: Approval of a Bid and Authorizing the Executive Director to Execute a Contract in the amount of \$65,250 with Mid Illinois Concrete & Excavation, Inc. for Installation of Concrete at the Hessel Park Pavilion

Mr. Crump presented the staff report and responded to questions from the Board. The landscape design was presented at the June 2013 Board meeting. He stated that it will include a concrete apron surrounding the pavilion with seating benches, patio on the south end, elimination of the stairway, pervious concrete and minor landscaping.

Vice President Griggs made a motion to approve the bid and authorize the Executive Director to execute a contract in the amount of \$65,250 with Mid Illinois Concrete & Excavation, Inc. for installation of concrete at the Hessel Park pavilion. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Consent Agenda Item 6: Approval of a Bid and Authorizing the Executive Director to Execute a Contract in the amount of \$177,180.75 with Open Road Paving Co., LLC, for Paving Improvements to the Kaufman Lake North Roadway

Mr. Crump presented the staff report and responded to questions from the Board. The project will address paving deficiencies and failures on the north portion of Kaufman Lake road. The base bid was for improvements made using an asphalt surface. The alternates were as follows: Alternate 1 was for a concrete surface. Alternates Nos. A2 through A7 and A9 through A11 were deemed unnecessary by staff. Alternate A8 calls for the addition of a three foot wide gravel shoulder on the high side of the purposed paving. He reported that staff recommends awarding the base bid and Alternate 8 to low bidder, Open Road Paving Company. There is \$200,000 included in the Capital Improvements budget in grant funds for the project.

Vice President Griggs made a motion to approve the bid and authorize the Executive Director to execute a contract in the amount of \$177,180.75 with Open Road Paving Co., LLC, for paving improvements to the Kaufman Lake North Roadway. The motion was seconded by Commissioner Solon. The motion passed 5-0.

## **New Business**

Approval of the List of Bills for April 2014

Treasurer Wackerlin presented the report. There were two lists of bills, one for the FY13-14 and one for FY14-15.

Commissioner Solon requested a copy of the Virginia Theatre Business Plan report. Mr. DeLuce reported that Ms. Kuhlenschmidt will be making a PowerPoint presentation of the report at the May 28, 2014 Board meeting.

Commissioner Solon made a motion to approve the list of disbursements for the period beginning April 10, 2014 and ending May 14, 2014. The motion was seconded by Vice President Griggs. The motion passed 5-0.

#### Approval Setting a Public Hearing on the Budget and Appropriation Ordinance

Ms. Wallace presented the staff report. This is an annual requirement for getting the budget adopted. Ordinance No. 580 will be available for public inspection.

Vice President Griggs made a motion to approve setting a Public Hearing on the proposed Budget and Appropriation Ordinance for Wednesday, June 11, 2014 at 7 p.m. at the Bresnan Meeting Center to receive public comments. Ordinance No. 580, the proposed Budget and Appropriation Ordinance, is available at the Bresnan Meeting Center for public review. The motion was seconded by Commissioner McMahon. The motion passed 5-0.

#### Approval to Transfer Funds from Illinois Funds

Ms. Wallace presented the staff report and responded to questions from the Board. She reported that a majority of Park District funds are earning .01% interest while the Illinois Metropolitan Investment (IMET) Convenience fund is earning .35%. Ms. Wallace recommends that the Board approve transferring \$2,000,000 in funds to the IMET Convenience Fund. The IMET Convenience fund will allow transfers of funds back and forth if needed. There are no fees involved and the principal is guaranteed. Treasurer Wackerlin is in agreement with the staff recommendation to transfer funds.

Commissioner Kuhl made a motion to approve the transfer of \$2,000,000 from the Illinois Funds to the IMET Convenience Fund at a higher interest rate. The motion was seconded by Vice President Griggs. The motion passed 5-0.

#### Approval of Budget Line Transfers

Ms. Wallace presented the staff report and responded to questions from the Board. This is an annual transaction to adjust the budget numbers to where actual expenditures occurred. The Board may approve the transfer of budget line transfers up to 10% of the original budget by fund where expenditures exceed the budget. None of the transfers exceed 10% and would be for FY 14.

Commissioner Solon made a motion to approve line item transfers of the FY 13-14 budget within funds where line items will exceed their original budget. The transfers do not affect the overall budget as other line items would be decreased within the same funds. This is being done to comply with the Park Code and for audit purposes. The motion was seconded by Vice President Griggs. The motion passed 5-0.

#### Approval of a Resolution Accepting the Roger Ebert Sculpture, "C-U at the Movies"

Mr. DeLuce reported that the Park District is waiting on an executed consent document to display the sculpture. Attorney Hall recommended that this item be tabled until the document has been received.

Commissioner Kuhl made a motion to table approval of a resolution accepting the Roger Ebert Sculpture, "C-U at the Movies". The motion was seconded by Vice President Griggs. The motion passed 5-0.

Commissioner Solon expressed her dissatisfaction with the number of special board meetings being held. She suggested that the Board get back on track with regular meetings and study sessions so there are less special meetings. Commissioner Solon stated that this will allow Commissioners to better plan out of town trips without missing meetings where action is taken on items.

#### Approval of a License Agreement between the Park District and the City of Champaign for Use of Public Right-of-Way – 203 West Park Street

Mr. Crump presented the staff report and responded to questions from the Board. He reported that the City of Champaign will make the necessary improvements to the streetscape area in front of the Virginia Theatre to accommodate the placement of the Roger Ebert sculpture. Mr. Crump stated that the City will assist Scott Anderson and the sculptor with placing the sculpture at the location. Staff is

requesting approval to enter into an agreement for use of the public right-of-way so the Park District-owned sculpture can be placed in the City's right-of-way. At the March 12, 2014 Regular Board Meeting, the Board approved Park District ownership of the Roger Ebert sculpture. Staff will be on location during placement of the sculpture.

Commissioner Solon made a motion to approve the License Agreement between the Park District and the City of Champaign for use of public right-of-way – 203 West Park Street to install and maintain a statue of Roger Ebert. The motion was seconded by Vice President Griggs. The motion passed 5-0.

#### Approval of an Intergovernmental Agreement between the Park District and the City of Champaign

Mr. Pope presented the staff report and responded to questions from the Board. He reported that in 1997, the City of Champaign entered into an Intergovernmental Agreement with the Park District for financing the maintenance of flower islands on City right-of-ways using Downtown and East University Avenue TIF, and Economic Development Funds. With slight adjustments, the agreement has been revisited and renewed periodically. The proposed Agreement between the City and the Park District will be for three years of flower island maintenance in the Downtown TIF and East University Avenue TIF Districts with the total fee not to exceed \$30,000.

Commissioner Solon inquired if the program met all direct and indirect costs in the past. Mr. Pope stated that it did.

Commissioner Solon made a motion to approve an intergovernmental agreement between the Park District and the City of Champaign for contractual services to maintain various flower beds throughout Downtown and East University Avenue TIF Districts. The agreement shall terminate May 1, 2017. The motion was seconded by Vice President Griggs. The motion passed 5-0.

#### Approval of License and Indemnification Agreement between the Park District and TAG Residential, LLC – Series Ashland Park

Mr. DeLuce presented the staff report. He reported that both parties have agreed to the terms and conditions of the agreement.

Vice President Griggs made a motion to approve the License and Indemnification Agreement between the Park District and TAG Residential, LLC – Series Ashland Park for the storage of topsoil until it completes the Ashland Park development or for a period of five years whichever occurs first. The motion was seconded by Commissioner Kuhl. The motion passed 4-0 with Commissioner Solon abstaining.

#### **Old Business**

None.

#### **Discussion Items**

None.

#### **Comments from Commissioners**

Commissioner Solon shared comments received from adult softball participants that the scoreboards are not working, the officials are late, there are no scorekeepers this year and that participants are paying more money than last year. She also commented that the participants sent an e-mail to staff but did not receive a response. Staff will investigate and report their findings to Commissioner Solon.

#### **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 will convene into Executive Session

under the Illinois Open Meetings Act, specifically 5 ILCS 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, 120/2(c)(5) for the purchase or lease of real property for the use of the public body, and 120/2(c)(6) the setting of a price for sale or lease of property owned by the public body.

**Return to Regular Meeting**

Following the adjournment of the Closed Session, the Board reconvened in open meeting. The Board briefly discussed Douglass Park and swimming pool programming.

**Adjourn**

There being no further business to come before the Board, Vice President Griggs made a motion to adjourn the meeting. The motion was seconded by Commissioner McMahon. The motion passed 5-0 and the meeting was adjourned at 9:50 p.m.

Approved:

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Joseph A. Petry, President

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Cindy Harvey, Secretary