

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

August 13, 2014

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, August 13, 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 S. Griggs, Commissioners Barbara J. Kuhl, Timothy McMahon, and Jane L. Solon, Treasurer Gary Wackerlin and Attorney Guy Hall.

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

Tim Mitchell, a reporter with the News-Gazette, was in attendance.

Call to Order

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

CPD Highlights

None.

Comments from the Public

None.

Communications

President Petry circulated the communications.

Treasurer's Report

Consideration of Acceptance of the Treasurer's Report for the Month of July 2014

Mr. Wackerlin presented the Treasurer's Report for the month of July 2014. 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 2014. The motion was seconded by Commissioner McMahon. The motion passed 5-0.

Executive Director's Report

Volunteer of the Month

Ms. Kuhlenschmidt reported that Devon Bell was chosen as July Volunteer of the Month. Devon is 15 years old and was recognized for his efforts with the Sholem Sharks swim team. Mr. Bell was unable to attend the Board meeting.

General Announcements

Mr. DeLuce announced that Kevin Crump has been appointed the Director of Operations and Planning. He previously held the position of Director of Planning, Design and Construction. Mr. DeLuce reported that it is the last full week of day camp with approximately 170 children in the program at the Leonhard Recreation Center. The Leonhard day camp averaged 150-160 participants

throughout the summer. He stated that Prairie Farm has closed for the season and the Sholem Aquatic Center closes September 1. Mr. DeLuca reported that the Taste of Champaign-Urbana will be held on Friday and Saturday, August 15-16, 2014. He stated that individual and group pictures of Board members are needed and that a time will be arranged later. He reported that Vice President Griggs will be recognized for 15 years of service as a Commissioner.

Committee and Liaison Reports

Champaign Parks Foundation

Commissioner Solon reported that the Board was updated on the car raffle ticket sales. She also reported that the Foundation Board has requested a joint meeting with the Park Board. The preferred times are on a Monday at 5:00 p. m. after a Foundation Board meeting or a Wednesday preceding a Regular Park Board meeting. Commissioner Solon stated the Foundation is seeking clarification on their priorities and vision regarding fundraising.

President Petry commented that he was supportive of the joint meeting concept.

Report of Officers

Attorney's Report

None.

President's Report

President Petry commented that the Illinois Association of Park Districts (IAPD) Leadership Institute has been well received. He has been able to participate in the first two sessions. There are three more remaining during the course of the year. President Petry stated that he would be attending the Illinois State Fair in Springfield over the weekend to take part in IAPD events. He also congratulated staff on the success of C-U Days and commented he is excited about the Taste of Champaign-Urbana.

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. Minutes of the Closed Session Meeting, June 11, 2014
2. Minutes of the Regular Board Meeting, July 9, 2014
3. Minutes of the Closed Session Meeting, July 9, 2014
4. Minutes of the Special Meeting, July 23, 2014
5. Minutes of the Closed Session Meeting, July 23, 2014
6. Approval of Revised Mission Statement
7. Approval of an Amendment to License Agreement with The Cage, LLC
8. Approval of an Agreement between the Park District and Leaders for Life Martial Arts
9. Approval of Bid and Authorization for the Executive Director to enter into an Agreement with the low, responsive bidder, NuToys of LaGrange, IL, in the amount of \$82,923.00 to Purchase Playground Equipment for Douglass Park
10. Approval of Bid and Authorization for the Executive Director to enter into an Agreement with the low, responsive bidder, Rec Brands of Northern Illinois, in the amount of \$59,071.00 for the Installation of Playground Surfacing at Douglass Park Playground

Vice President Griggs made a motion to approve the consent agenda. The motion was seconded by Commissioner Kuhl. The motion passed 5-0. Commissioner Solon requested a grand total of expenditures on Douglass Park improvements. She stated she would like to see a line item by line

item breakdown. Commissioner Kuhl also requested a financial recap of major projects. Mr. Crump stated the Douglass Park improvements are within budget and a financial recap would be provided at a future study session.

New Business

Approval of Disbursements as of July 10, 2014

Staff recommended the approval of disbursements for the period beginning July 10, 2014 and ending August 13, 2014.

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning July 10, 2014 and ending August 13, 2014. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Old Business

Approval of a Resolution Adopting Revisions to the Employment Policies and Procedures Manual

Ms. Hoggatt presented the staff report. She stated that revisions to the anti-nepotism policy were made along with the addition of a policy regarding taxable fringe benefits pursuant to IRS requirements, and a Code of Ethics policy as outlined at the June study session. Ms. Hoggatt also noted changes that Attorney Hall's firm recommended be made to the email, internet use and voicemail policies.

Vice President Griggs made a motion to approve a resolution adopting amendments to the Park District's Personnel Manual, which sets forth the policies and procedures pertaining to employees of the Park District. The motion was seconded by Commissioner Kuhl. The motion passed 5-0.

Discussion Items

Spalding Park Update

Mr. Crump presented the staff report and responded to questions from the Board. He stated the PARC "brink and mortar" grant the District has applied for would reimburse up to 75% of approved project costs with a maximum award of \$2.5 million for the construction of an activity center. It is anticipated the District will receive notification in the fall regarding the PARC grant award. Mr. Crump reported an OSLAD grant application was submitted to the Illinois Department of Natural Resources (IDNR) on June 30. Planned upgrades using OSLAD grant funding are an ice skating rink, spray park, accessible playground, picnic shelter, expanded skateboard course, ball field lighting, path system and park lighting. He stated planning staff met with an IDNR representative on-site for a pre-award inspection on August 8. Mr. Crump reported their staff were very pleased and stated it was a prime location for development. It is anticipated the District will receive notification before April 2015 regarding the OSLAD grant award.

Mr. Crump reported that the ice skating rink would be located where the splash pad is during the winter months. In response to inquiry by Commissioner Solon, he indicated that it would be a synthetic "ice" surface. Mr. DeLuce stated another project under consideration at Spalding Park is lights for the ball field.

Ms. Wallace reported that there are funds for Spalding remaining left over from previous fiscal years. Mr. DeLuce stated that if the District is not awarded the grants it would need to re-evaluate the extent of the project. Mr. Crump reported that the construction timeline depends on when notification of the grants is received. He stated he would like to combine the PARC and OSLAD grants into one architectural and engineering package to prevent duplication of work. The District's share of expenses would be accounted for in the 2015/16 capital budget.

Commissioner Kuhl and President Petry both commented that it was a great report.

Douglass Park Update

Mr. Crump presented the staff report. Ground has been broken on the redevelopment project earlier in the day with the digging out of the ball diamond and the moving of the batting cage. Mr. Crump stated the schedule for the next day includes the removal of two additional trees in order to relocate a sanitary line. He reported that one crew will build the splash pad and another will concentrate on the serpentine path system.

President Petry thanked the Board and staff for deciding to install additional lighting at Douglass Park. Mr. DeLuce stated a fence has been placed along the property line of the housing development. He reported that he met with school, police, fire, and housing authority officials to seek solutions to the issues in the neighborhood.

Comments from Commissioners

Vice President Griggs commented that he is excited about the happenings at the Champaign Park District. He stated he visited Douglass Park earlier in the day and a lot of dirt had been moved and the fence was up. Vice President Griggs stated the progress at the park is a good initiative and hopefully it will be a symbol of pride for the community. Mr. DeLuce reported that he received several positive comments at C-U Days. He stated that people in the community are excited about the park redevelopment.

Commissioner Solon recommended that when conceptual plans are done, the Board sees them before third parties do. She stated that recently that has not been the case. It would be preferable to be aware of such plans before they are made available to the public, as the practice has been in the past.

Closed Session

None.

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 7:32 p.m.

Approved:

Joseph A. Petry, President

Cindy Harvey, Secretary