

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

**February 10, 2016**

The Champaign Park District Board of Commissioners held a Regular Board meeting on Wednesday, February 10, 2016 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President McMahon presided over the meeting.

Present: President Timothy P. McMahon, Vice President Craig Hays, Commissioners Alvin S. Griggs, Barbara J. Kuhl, 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, Bret Johnson, Grounds & Maintenance Supervisor, Jameel Jones, Director of Recreation, and Tammy Hoggatt, Director of Human Resources, Risk and Information Technology, Chelsea Norton, Director of Marketing & Communications, Andrew Weiss, Planning Supervisor, and Max Geise, Park Planner.

Tim Mitchell, *The News-Gazette* reporter and other staff were in attendance as well as members of the public.

**Call to Order**

President McMahon called the meeting to order at 5:30 p.m. He asked if there were any objections to concluding the Regular Board meeting at 6:15 p.m. to go into Executive Session. President McMahon stated that unfinished business would be moved to the next meeting. There were no objections from the Board.

**Comments from the Public**

Theresa Truelove, 508 S. McKinley, Champaign, addressed the Board about the need for a year-round indoor pool at Spalding Park.

**Presentations**

Heritage Park Master Plan, SmithGroupJJR

Paul Wiese, SmithgroupJJR, presented a proposed master plan for Heritage Park and responded to questions from the Board. He stated that the four goals of the master plan are to make the park an attractive destination by providing new activities, address erosion issues with the embankment around Heritage Lake, improve the lake's water quality, and raise awareness for the park's ecology and environment. Mr. Wiese presented several proposed upgrades for the park, including: improving an existing gravel lot to provide space for 40 vehicles; a nature playground with a mulch surface that would incorporate runoff water from the parking lot into a play area; a new boardwalk circling Heritage Lake; and an observation outlook at the lake would help stop erosion; a new .75-mile loop trail going around the lake would connect to the existing Greenbelt Bikeway Trail; two footbridges over the Copper Slough and one on the Greenbelt Bikeway Trail; a series of step stones linking the landscape to the water, both controlling erosion and allowing people to more easily fish; new interpretive gardens, including a butterfly garden and wildflower garden; lawn areas made more conducive for picnics and kite flying; and the park's existing prairie areas would be expanded. Discussion ensued with Board questions. Mr. Wiese identified preliminary costs of \$2 million to \$2.2 Million.

The Board thanked Mr. Wiese for his presentation.

## **Communications**

President McMahon circulated the communications.

## **Treasurer's Report**

Treasurer Wackerlin presented the Treasurer's Report for the month of January 2016. He stated the Park District's finances have been reviewed and found to be in appropriate order.

Commissioner Griggs made a motion to accept the Treasurer's Report for the month of January 2016. The motion was seconded by Commissioner Solon. The motion passed 5-0.

## **Executive Director's Report**

### Volunteer of the Month

Mr. Jones reported that Joanna and Matt Wright were chosen as 2015 Volunteers of the Year. Mr. & Mrs. Wright were chosen for their volunteer efforts with the Park District's youth soccer program. Mr. & Mrs. Wright were unable to attend the meeting.

Mr. Jones reported that Becky Raimondo was chosen as January Volunteer of the Month. She is a volunteer coordinator for Alpha Epsilon Delta (AED) Professional Pre-Health student organization from UIUC and was recognized for seeking out volunteer opportunities for her organization through the Park District. Ms. Raimondo was unable to attend the meeting.

### General Announcements

Mr. DeLuce announced that a Legislative Breakfast will be held on February 29, 2016 at the Virginia Theatre. The Breakfast starts at 8 a.m. He also reported that Central and Centennial High School Drama programs are doing a joint production of Disney's The Little Mermaid at the Virginia Theatre from Thursday, February 18, 2016 through Saturday, February 20, 2016.

## **Committee and Liaison Reports**

### Champaign Parks Foundation

Vice President Hays reported the Foundation committees have begun having meetings. He reported that interviews were taking place of potential new Board members. The Board will forward a recommendation to the Park Board for consideration of the new members.

## **Report of Officers**

### Attorney's Report

None.

### President's Report

#### *Appointment of Board Members to Champaign Unit 4 Board of Education Tier Two Committee*

President McMahon reported that Unit 4 Board of Education is seeking two Commissioners to service on the Tier Two Committee. President Tim McMahon and Vice-President Craig Hays were appointed to the Unit 4 Board of Education Tier Two Committee

## **Consent Agenda**

President McMahon 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.

1. Approval of Minutes of the Joint CPD/UPD Board Meeting, December 3, 2015

2. Approval of Minutes of the Public Hearing, January 13, 2016
3. Approval of Minutes of the Regular Board Meeting, January 13, 2016
4. Approval of Minutes of the Executive Session, January 13, 2016
5. Approval of Health Insurance Rates for 2016/2017

Commissioner Kuhl made a motion to approve all the Consent Agenda Items, except for Item 4. The motion was seconded by Commissioner Solon. The motion passed 5-0.

## **New Business**

### Approval of the List of Bills as of February 9, 2016

President McMahon reported that staff recommends approval of disbursements for the period beginning January 14, 2016 and ending February 9, 2016.

Commissioner Solon questioned the payment to repair the boiler at the The Bicentennial building. She noted that the agreement between the Park District and The Cage calls for all repairs for maintenance and operation of the building to be paid for by The Cage. Discussion ensued. Staff will follow up about the billing and provide a list of all expenses billed to The Cage. Staff will also provide the Board with a financial update on The Cage. Ms. Wallace responded to questions posed by President McMahon and Vice President Hays about PCard spending and availability of the list of bills.

Commissioner Griggs made a motion to approve disbursements for the period beginning January 14, 2016 and ending February 9, 2016. The motion was seconded by Commissioner Kuhl. The motion passed 5-0.

### Approval of a Resolution and Authorization to File the Abatement Certificate for Series 2013A Bond

Ms. Wallace presented the Board report about the resolution and authorization to file the Abatement Certificate for Series 2013A Bond.

Commissioner Griggs made a motion to approve a resolution and authorization for staff to file the Abatement Certificate for Series 2013A Bond. The motion was seconded by Commissioner Solon. The motion passed 5-0.

### Approval of a Tentative Site Plan for a Potential Park North of Abbey Fields Subdivision

Mr. DeLuce presented the Board report for a tentative site plan for a potential new park North of Abbey Fields Subdivision.

Vice President Hays made a motion to approve a tentative site plan for a potential new park north of Abbey Fields Subdivision in accordance with state procedures. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

### Approval of a Bid for Brochure Printing and Mailing

Ms. Norton presented the Board report regarding the bid for brochure printing and mailing. She indicated that staff bid a full four color brochure and that the lowest responsible bid is less than the current payment for a two color brochure.

Commissioner Kuhl made a motion to award the bid for brochure printing and mailing preparation to the lowest responsible bidder, Woodward Printing, in the amount of \$47,144.00. The motion was seconded by Vice President Hays. The motion passed 5-0.

## **Old Business**

None.

## **Discussion Items**

### 2016-2017 Capital Budget including 5-year Capital Improvement Plan

Mr. DeLuce reported that he met with President McMahon to discuss the capital budget. He stated that President McMahon's philosophy and goal is that the Park District should only use new money for the current capital projects and use reserve funds for larger projects, including Spalding and Heritage parks. He stated if this approach is adopted there would be approximately \$2.1 million for capital projects. Mr. DeLuce stated that after communicating with Commissioners he believes that the majority of them support this philosophy but wanted to follow up to confirm.

Commissioner Solon prefers to not use reserve funding. She would like to know how staff determine priorities, the impact on the community, and who benefits when determining priorities as well as costs. She asked about the pros and cons of the proposed priorities. Commissioner Solon expressed concern about spending down the reserves over the next five years.

Commissioner Griggs discussed the history of establishing the reserve, the issuing of bonds and the grants received by the Park District. He encouraged staff to continue to seek grant funds for large projects. Commissioner Griggs expressed concern about not using reserve funds to upgrade parks and facilities. He favors allowing staff to move forward with the strategic plan.

Vice President Hays stated that in the overall context the parks have to be maintained using budgeted items and that the public is at the forefront. The public needs to have quality parks because their tax dollars pay for them. He prefers to be conservative during these uncertain economic times. He stated that the Park District needs to make sure to maintain existing structures and parks and continue to maintain reserves for a short period of time due to uncertainty and upcoming projects. He agreed with Commissioner Griggs that the Park District should continue to pursue grants.

Commissioner Kuhl expressed concern about setting a policy to only use new money. She addressed the reserves amount for the past ten years. Commissioner Kuhl does not object to using excess reserves over the 120 day reserve. She suggested that a workshop be held for the Commissioners on the budget.

President McMahon favors the process of using new money as a starting point and saving reserves for large projects including Heritage and Spalding parks.

Discussion ensued. President McMahon noted that the majority of the Commissioners favors using only new money for capital items, but are not opposed to using limited reserve funds as needed for projects.

Ms. Wallace noted that although the Park District received the distinguished budget award in 2015, it was commented that the Park District did not include its "needs" only what the funding was. In summary, she noted that although the Park District may be unable to accomplish all of its projects, staff has an obligation to the Board to show what all the "needs" are and establish priorities. Ms. Wallace expressed the need to determine the process to prioritize capital items and that it should be determined by the Board and staff.

Discussion continued about the need for a process to determine the priorities. Mr. DeLuce stated that staff will revisit the capital budget and present it to the Board at a future meeting.

### **Comments from Commissioners**

Commissioner Solon thanked the Board for the opportunity to attend the 2016 IAPD/IPRA Annual Conference.

Ms. Norton reported that the Park District received three awards: photo award for best picture capturing people playing; second place for social media category; and advocacy award for the partnership with The News-Gazette.

**Executive Session**

Commissioner Solon moved as set forth below to convene into Executive Session. The motion was seconded by Commissioner Griggs. The motion passed 5-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Griggs – yes; Vice President Hays – yes; President McMahon – yes; and Commissioner Kuhl – yes. The Board convened into Executive Session under the Illinois Open Meeting 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)(2) collective negotiating matters involving the public body; 120/2(c)(5) for the purchase or lease of real property for the use of the public body; 120/2(c)(6) for the setting of a price for sale or lease of property owned by the public body; and 120/2(c)(11) to address litigation that is probable and imminent.

**Return to Regular Meeting**

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

**Action Items from Executive Session, if any**

None.

**Adjourn**

There being no further business to come before the Board, Commissioner Griggs made a motion to adjourn the meeting. The motion was seconded by Vice President Hays. The motion passed 5-0 and the meeting was adjourned at 7:40 p.m.

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Timothy P. McMahon, President

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Cindy Harvey, Secretary