

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

June 8, 2016

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, June 8, 2016 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to 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, Maintenance and Grounds Supervisor, and Tammy Hoggatt, and Director of Human Resources, Information Technology and Risk.

Staff and other members of the public were in attendance.

Call to Order

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

Presentations

Trails Master Plan, Champaign County Regional Planning Commission (CCRPC)

Gabe Lewis, CCRPC Transportation Planner, presented a PowerPoint of the draft of the Trails Master Plan and responded to questions. The plan will be made available for public review for 30 days. After the 30 day review period, the plan will be presented to the Board for final evaluation and approval to the extent the Board deems appropriate. The Board may utilize the Plan from time to time as it sees fit.

Comments from the Public

None.

Communications

None.

Treasurer's Report

Treasurer Wackerlin reviewed the Treasurer's Report for the month of May 2016 and found it to be in appropriate order.

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

Executive Director's Report

Volunteer of the Month

Claudia Christy, Volunteer Coordinator, reported that Douglass Park Manager Tiffany White was chosen as May Volunteer of the Month. She was recognized for her extraordinary efforts at various events and programs. She was presented with a Certificate of Appreciation and a bag of goodies. The Board thanked Ms. White for her efforts.

Interns

Ms. Christy reported that the Park District has four interns. Interns Brianna Walker, Jackie Marshall Denise Reynolds introduced themselves to the Board. Intern Nick Taylor was unable to attend the meeting. The Board thanked the interns for their work.

Commissioner Griggs noted that Ms. White also volunteered at the National Park and Recreation Conference. She will volunteer at the 2016 National Conference as well.

Project Team Updates

Mr. DeLuce reported that the Heritage Park Project Team held its first meeting and that it went well. Mr. DeLuce stated that the Operations and Shop Project Team meeting will be held on June 16, 2016. He reported that request for proposals for Operations and the Shop were let and that the project team will work to narrow the list to three firms. Mr. DeLuce stated that the Park report cards have been completed for the five signature parks and that Ms. Hoggatt is working on tabulating the final grades, which will be shared with the Board. Forty (40) parks will be evaluated this year. He discussed the composition of the teams evaluating the parks and encouraged the Board to participate in the process. Mr. DeLuce asked the Board to let him know if they need Park District garments.

Commissioner Solon commented on the lack of bike racks in the parks. Mr. DeLuce stated that putting together ideas for bike racks has been assigned to staff.

General Announcements

Mr. DeLuce reported that the training with Beth Michaels has been scheduled for Monday, July 25, 2016 at 5:30 p.m.

Committee and Liaison Reports

Champaign Parks Foundation

Vice President Hays reported that the Foundation Board decided to resume monthly Board meetings. He recommended that the Board approve the resolution to amend the by-laws which will be presented later on the agenda. He indicated that the Board continues to work on fundraising events for youth scholarship funds.

Mr. DeLuce reported that staff is working on a fall festival event with Mike Namoff of This Is It Furniture to include the world largest human mattress domino. The event will be held in Centennial Park. Some of the proceeds from food and beverages will go to the Foundation. The mattresses will go to individual families or shelters.

Report of Officers

Attorney's Report

None.

President's Report

President McMahon commented on a graduation party he attended at the Kaufman Lake boathouse. He shared feedback received from the renter about the deck in front of the boathouse not being included in the rental. Mr. DeLuce will share the feedback with staff.

President McMahon reported that Mr. DeLuce and he conducted a conference call with Beth Michaels. She will send out evaluations for completion prior to the meeting. He asked Mr. DeLuce to forward to the Board the two page summary from last year. The meeting will be held at 5:30 p.m.

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 regarding any item, that item shall be removed and discussed separately.

1. Approval of Minutes of the Annual and Regular Board Meetings, May 11, 2016
2. Approval of Minutes of the Special Board Meeting, May 25, 2016
3. Approval of a Subrecipient Agreement between the City of Champaign and the Park District for the Community Matters Program

Commissioner Griggs made a motion to approve Consent Agenda Items. The motion was seconded by Commissioner Solon. The motion passed 5-0.

New Business

Approval of Disbursements as of May 11, 2016

President McMahon reported that staff recommended approval of the list of disbursements for the period beginning May 11, 2016 and ending June 7, 2016. Discussion ensued. Staff responded to questions from the Board about the purchase of nine wheelchairs for CUSR basketball, the ability to use a newly purchased toilet in the new Hessel Park restrooms, janitorial services at the Virginia Theatre, lawn care service with Scott's, and P-card purchases. Commissioner Solon inquired about the Kearfott Graphics purchase. Mr. DeLuce reported that staff will follow up and let the Board know.

Commissioner Griggs made a motion to approve the list of disbursements for the period beginning May 11, 2016 and ending June 7, 2016. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of a Bid for the Beardsley Park Basketball Court Replacement Project

Mr. Johnson presented the report and responded to questions.

Commissioner Kuhl made a motion to approve the main bid, alternate 1 and alternate 4 for the Beardsley Park Basketball Court Replacement Project and authorized the Executive Director to enter into a contract with the lowest responsible bidder, Wells & Wells Construction Company, in the total amount of \$47,263.00. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

Approval of a Bid for the Springer Cultural Center Generator

Mr. DeLuce presented the report and responded to questions.

Vice President Hays made a motion to approve the bid for the Springer Cultural Center Generator and authorize the Executive Director to enter into a contract with the lowest responsible bidder, Waters Electrical Contracting Inc., in the amount of \$51,356.00. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of a Bid for Powell Park Picnic Shelter

Mr. DeLuce presented the report and responded to questions. A copy of the map of Powell Park depicting where the shelter will be constructed was distributed to the Board.

Commissioner Griggs made a motion to approve the bid for the Powell Park Picnic Shelter and authorized the Executive Director to enter into a contract with the lowest responsible bidder, Shaw Brothers Concrete, in the amount of \$34,261.00. The motion was seconded by Vice President Hays. The motion passed 5-0.

Approval of Board Priorities for FY16-17

Mr. DeLuce reported that revisions were made to the priorities based on comments from the Board. He stated that the priorities are a part of the Distinguished Accreditation process. Discussion ensued. Commissioner Solon expressed concern about Hessel Park project not being included in the priorities. The consensus was that the project was underway and did not need to be included.

Commissioner Griggs made a motion to approve the FY15-16 Board priorities. The motion was seconded by Commissioner Kuhl. The motion passed 5-0.

Approval of Revisions to Champaign Parks Foundation By-Laws

Vice President Hays reported that the Champaign Parks Foundation (Foundation) Board of Directors desires to resume monthly meetings.

Commissioner Solon made a motion to approve an amendment to the Foundation by-laws to reflect a change in the regular meeting times from bi-monthly to monthly. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

Ordinance No. 608: Prevailing Wage

Ms. Harvey reported that adoption of the prevailing wage is an annual item. She noted that the State has yet to set the prevailing wage rates for 2016 and it hopes to have that completed by the end of June or early July. Discussion ensued.

Attorney Hall stated that generally the prevailing wage rates have been set by the time this ordinance is adopted. However, presumably because of the State's budgetary issues, the new rates have not been determined. He stated that the Board can adopt the ordinance setting the rates based on July 2015 figures but may have to amend the ordinance once the new rates are set.

Commissioner Solon made a motion to approve Ordinance No. 608: Prevailing Wage. The motion was seconded by Vice President Hays. The motion passed 5-0.

Old Business

None.

Discussion Items

Annual Operating Budget FY16-17

Mr. DeLuce reported that Ms. Wallace sought questions from the Board about the budget. He stated that Ms. Wallace shared questions and responses to questions from Commissioner Hays.

Ms. Wallace updated the Board on the projected revenues and expenditures. She reviewed the total revenues and expenditures for FY2017. She stated that the Board will receive a revised Budget and Appropriation Ordinance, which will include the revised calculations at the June 22, 2016 Special Board meeting. She discussed the issuance of bonds by the Park District. She also shared a legal opinion received from bond counsel last year with the Board and talked about the possibility of having the bond counsel make a presentation to the Board. Discussion ensued about variances in revenues and expenditures.

President McMahon will be unable to attend the June 22, 2016 Special Board meeting and proposed that approval of the Budget and Appropriation Ordinance and the operating budget be moved to the July 13, 2016 Regular Board meeting. Discussion ensued.

After discussion, it was the consensus of the Board that the approval of the budget and appropriation ordinance and the operating budget be placed on the July 13, 2016 Regular Board meeting agenda.

Hessel Phase 2 and 3 Project

Mr. DeLuce presented pictures of the overall view of the new waterplay area, restrooms and pathway. He responded to questions from the Board and discussed the amenities that will be constructed. Discussion ensued. Commissioner Kuhl suggested that staff visit the Lake of the Woods restroom facility for comparison purposes.

Comments from Commissioners

Commissioner Solon expressed concern about the University of Illinois staff parking in the circle drive at Hessel Park.

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)(5) for the purchase or lease of real property for the use of the public body and 120/2(c)(6) for 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 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, Vice President Hays made a motion to adjourn the meeting. The motion was seconded by Commissioner Solon. The motion passed 5-0 and the meeting was adjourned at 9:30 p.m.

Timothy P. McMahon, President

Cindy Harvey, Secretary