

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

March 8, 2017

The Champaign Park District Board of Commissioners held a Regular Board meeting on Wednesday, March 8, 2017 at 7:00 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 and Jane L. Solon, and Attorney Guy Hall.

Absent: Commissioner Barbara J. Kuhl and Treasurer Gary Wackerlin.

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, Jameel Jones, Director of Recreation, Andrew Weiss, Director of Planning and Tammy Hoggatt, Director of Human Resources.

Call to Order

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

Comments from the Public

None.

Communications

President McMahon circulated the communications.

Treasurer's Report

President McMahon presented the Treasurer's Report for the month of February 2017.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of February 2017. The motion was seconded by Commissioner Griggs. The motion passed 4-0.

Executive Director's Report

Project Updates

Mr. DeLuce distributed a list of project updates to the Board. He asked the Board members to let him know if they had any questions regarding the projects.

General Announcements

Mr. DeLuce reported that the IAPD Legislative Breakfast will be held on March 13, 2017 at 8 a.m. at the Urbana Park District's Planning and Operations facility. He reported that the Legislative Conference will be held on May 2 and 3, 2017 and to let Ms. Harvey know if anyone would like to attend. Mr. DeLuce also reported that a Commissioners Boot Camp will be held in May if anyone wants to attend. The Champaign Park Honors event will be held on April 13, 2017 at the Virginia Theatre. He reported that the Champaign County Chambers of Commerce will have a breakfast tomorrow morning at 8 a.m. at the City Center for various political office candidates throughout Champaign County. Two of the three Champaign Park Board candidates will be in attendance.

Committee Report

Champaign Parks Foundation

Vice President Hays reported the Foundation Board does not meet until March 13, 2017. He reminded everyone about the benefits concert on April 1, 2017. VIP tickets are \$50 and get you a meet and greet with the band and the comedian from 5:30 to 7:00 p.m. The comedian performance begins at 7:00 p.m.

and the band begins at 9:00 p.m. General admission tickets are \$10 and mezzanine tickets are \$20. He encouraged the Board members to share the information with others.

Report of Officers

Attorney's Report

Attorney Hall stated that he is available to answer questions on reports as they come up on the agenda.

President's Report

None.

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. Minutes of the CPD/UPD Joint Board Meeting, December 1, 2016
2. Minutes of the Study Session, January 25, 2017
3. Minutes of the of the Regular Board Meeting, February 8, 2017
4. Minutes of the Executive Session, February 8, 2017
5. Minutes of the Study Session, February 22, 2017
6. Minutes of the Executive Session, February 22, 2017

Commissioner Griggs made a motion to approve Consent Agenda Items. The motion was seconded by Commissioner Solon. The motion passed 4-0.

New Business

Approval of Disbursements as of February 8, 2017

President McMahon stated that staff recommended approval of the list of disbursements for the period beginning February 8, 2017 and ending March 7, 2017.

Commissioner Griggs made a motion to approve the list of disbursements for the period beginning February 8, 2017 and ending March 7, 2017. The motion was seconded by Commissioner Solon. The motion passed 4-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Griggs – yes; Vice President Hays – yes; and President McMahon – yes.

Approval Naming the Park Area North of Trails of Abbey Fields as "Commissioners Park"

Mr. DeLuce reported that this matter was discussed by the Board and there was a consensus to proceed with naming the park area north of Trails of Abbey Fields as "Commissioners Park."

Commissioner Solon made a motion to approve naming the park area north of Abbey Fields as "Commissioners Park." The motion was seconded by Commissioner Griggs. The motion passed 4-0.

Approval of Dental and Life Insurance Plans

Mr. DeLuce presented the report for dental and life insurance plans. He stated that the increases for these two lines of coverage is estimated to cost the Park District \$963.00 over the next fiscal year.

Commissioner Griggs made a motion to approve continuing dental and life insurance benefits at the increased rates with The Principal Financial Group beginning May 1, 2017 and ending April 30, 2018. The motion was seconded by Commissioner Solon. The motion passed 4-0.

Approval of the Adoption of Ordinance No. 619, an Ordinance Regulating Travel Reimbursements

Mr. DeLuce presented the staff report for Ordinance No. 619. He reported that several discussions were held on this matter and all suggested changes have been made. Mr. DeLuce stated that after the ordinance is approved, staff will present a revised travel policy for Board consideration and approval. Discussion ensued. Commissioner Solon asked if the Board would continue to receive travel

reimbursement information in the spread sheet format. Ms. Wallace will continue to provide the information in spread sheet format.

Commissioner Solon made a motion to approve adopting Ordinance No. 619, an ordinance regulating the reimbursement of all travel, meal, and lodging expenses of commissioners, officers and employees of the Champaign Park District in accordance with the Local Government Travel Control Act (Public Act 099-0604). The motion was seconded by Vice President Hays. The motion passed 4-0.

Approval of the Community Survey Questions

Mr. DeLuce presented the report. Input has been received and several changes have been made. Discussion ensued. Vice President Hays recommended changes to Item #13 relating to swimming pool items and Item #22 relating to household income.

Commissioner Griggs made a motion to approve the community survey questions with changes recommended by Vice President Hays. The motion was seconded by Vice President Hays. The motion passed 4-0.

Approval of an Amendment to the Agreement with Farnsworth Group for the Shop and Yard Expansion Project

Mr. DeLuce presented the report. Farnsworth Group is willing to redo the three concepts for the same cost and complete the schematic design. Mr. DeLuce stated that Farnsworth Group will complete less work on the mechanical, electrical and plumbing work.

Scott Burge, Farnsworth Group, reported that originally the contract called for completion of detailed drawings of the MEP systems whereas now narratives will be provided describing the systems.

Mr. DeLuce stated that there will be no increase in cost. Discussion ensued. He stated that the final concepts will be presented to the entire Board.

Commissioner Griggs made a motion to approve an amendment to the agreement with Farnsworth Group for the shop and yard expansion project and direct the Executive Director to sign the amended contract. The motion was seconded by Vice President Hays. The motion passed 4-0.

Approval Authorizing the Executive Director to Accept a Bid and Execute a Contract for the Lowest Electricity Rate from Bids

Mr. DeLuce presented the report. He discussed the bid process. Mr. DeLuce stated that staff is requesting Board approval authorizing the Executive Director to accept the lowest electricity rate from bids received and enter into a contract which will be presented to the Board for approval and ratification at the April Board meeting.

Commissioner Solon made a motion to approve authorizing the Executive Director to accept a bid and execute a contract for the lowest electricity rate for bids and present the contract to the Board for approval and ratification at the April Board meeting. The motion was seconded by Commissioner Griggs. The motion passed 4-0.

Approval of an Agreement with Development Services Center for Park Walkers

Mr. DeLuce presented the report. He indicated that the service in Centennial Park will be increased from two to five days a week. Discussion ensued. Staff noted that the contract for was two seasons.

Commissioner Solon made a motion to approve the agreement, with proposed changes including setting the pay rate increase at the base rate of \$12.94 per hour in 2017 and \$13.33 per hour in 2018, not to exceed \$20,000.00 for each fiscal year; setting the term of the agreement in 2017 to begin April 1 and in 2018 to begin March 1, expiring October 31, 2018; increasing the pickup frequencies in Centennial Park during the months of June, July and August, Monday through Friday; and the revised language as recommended by PDRMA and Attorney Hall, and authorize the Executive Director to execute the

agreement with DSC. The motion was seconded by Commissioner Griggs. The motion passed 4-0.

Approval of a Bid for Eddie Albert Water Line Replacement

Mr. DeLuce presented the report. He noted that the Eddie Albert water line replacement project was let for bid. Discussion ensued. Staff reported the project should be completed before the season starts and that 75% of the beds have been rented.

Commissioner Griggs made a motion to award the bid for the water line replacement in the Eddie Albert Garden in Dodds Park to the lowest responsible bidder that meets all required specifications, Vogelsang-Zindars Plumbing, Gifford, IL, in the bid amount of \$24,100 and authorize the Executive Director to enter into a contract for the work. The motion was seconded by Commissioner Solon. The motion passed 4-0.

Approval of a Bid for Removal of the 3-Plex Light Poles

Mr. DeLuce presented the report. Discussion ensued. Staff reported that the light poles will be removed and that light will be installed in 2018. Staff responded to questions about Water's Electrical Contracting paying prevailing wages.

Commissioner Griggs made a motion to accept the lowest responsible bid from Waters Electrical Contracting in the amount of \$32,895 and authorize the Executive Director to enter into a contractual agreement for the work. The motion was seconded by Vice President Hays. The motion passed 4-0.

Approval to Sell Alcohol at the Major Midwest Cornhole Tournament

Mr. DeLuce presented the report. He stated that Ryan Reid from Visit Champaign County was in attendance to answer questions. Mr. DeLuce reported that Visit Champaign County ran the event last year out of an Atkins warehouse. He reported that the event turned out really well with 100 to 200 people attending the Midwest Regional tournament. Mr. DeLuce stated that this will be an opportunity to host the event at the Dodds Tennis Center. The request is for the Board to allow Visit Champaign County to allow beer sales and consumption at the event. Mr. DeLuce reported that Visit Champaign County would handle the details to sell alcohol and follow all of the necessary rules. Staff would work out the logistics for the rental of the Tennis Center at a later date. Staff is requesting Board approval to allow the event.

Mr. Reid reported that last year the event went well. The caterer supplied the insurance and appropriate forms required by the venue. This is a non-traditional sport and venue. Visit Champaign County is looking to hold the event annually and is looking for a permanent venue. He discussed the estimated positive economic impact of the event.

Discussion ensued about liability issues related to the event. Attorney Hall stated that allowing the event would be fine as long as they have the insurance required by the Park District and the licenses required by the City. Commissioner Solon reported that the event was well run last year.

President McMahon asked if the Tennis Center will be required to close for the event. Mr. DeLuce responded yes and that staff was working on other options for tennis.

Commissioner Griggs made a motion to approve the sale of alcohol and approve the holding of the Midwest Regional Cornhole (bags) Tournament at the Dodds Tennis Center on October 20 & 21, 2017. The motion was seconded by Vice President Hays. The motion passed 4-0.

Approval of an Agreement between the Park District and Game Day USA

Mr. DeLuce presented the report. He discussed the history of the relationship with Mr. Don Flynn. Discussion also ensued about the possible use of additional fields. Mr. Flynn stated that Mr. DeLuce and his staff have been excellent partners. He appreciates the Board's support. He also noted the great partnership with Visit Champaign County. Mr. Flynn stated that the current agreement is for Dodds, Zahnd and Dexter fields. He stated that any new programs would require an addendum to the agreement. He also addressed how the business works and spoke about the need for larger fields and the possible use for them if they become available.

Commissioner Solon made a motion to approve an agreement between the Park District and Game Day USA for the use of ball fields for tournament play for a period of three (3) years and authorize the Executive Director to execute the contract. The motion was seconded by Commissioner Griggs. The motion passed 4-0.

Old Business

None.

Discussion Items

None.

Comments from Commissioners

Commissioner Griggs reported about the passing of Willie T. Summerville. He stated that it is great loss to the community. Mr. DeLuce reported that Mr. Summerville worked with the Park District on the Gospel Fest.

Commissioner Solon reported that she continues to hear great comments about the events at the Virginia Theatre.

Executive Session

Commissioner Solon moved as set forth below to convene into Executive Session. The motion was seconded by Commissioner Griggs. The motion passed 4-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Griggs – yes; Vice President Hays – yes; and President McMahon – yes. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 20/2(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; (c)(5) for the purchase or lease of real property for the use of the public body including meetings held for the purpose of discussing whether a particular parcel should be acquired; and (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.

Adjourn

There being no further business to come before the Board, Commissioner Solon made a motion to adjourn the meeting. The motion was seconded by Commissioner Griggs. The motion passed 4-0 and the meeting was adjourned at 8:35 p.m.

Timothy P. McMahon, President

Cindy Harvey, Secretary