

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

August 9, 2017

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, July 12, 2017 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Hays presided over the meeting.

Present: President Craig W. Hays, Vice President Timothy P. McMahon, Commissioners Barbara J. Kuhl, Jane L. Solon, and Kevin J. Miller, Treasurer Gary Wackerlin and Attorney Guy Hall.

Staff Present: Joe DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Bret Johnson, Interim Director of Operations, Tammy Hoggatt, Director Human Resources, and Andrew Weiss, Director of Planning.

Call to Order

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

Comments from the Public

Ms. Cara Finnegan, League of Women Voters Observer Corp, introduced herself to the Board. She stated the goal of the League of Women Voters is to have a presence at the regular meetings of local taxing bodies.

Communications

None.

Treasurer's Report

Treasurer Wackerlin reviewed the Treasurer's Report for the month of July 2017 and found it to be in appropriate order. He reported that \$300,000 was transferred into the Development Fund per the Commissioners request.

Vice President McMahon made a motion to accept the Treasurer's Report for the month of July 2017. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Executive Director's Report

Volunteer of the Month

Mr. DeLuce reported that Laura Taylor was chosen as July 2017 Volunteer of the Month. She was chosen for her volunteer efforts with the seniors at the Hays Center. Ms. Taylor was unable to attend the meeting and will be presented with a Certificate of Appreciation and a bag of goodies at a later date.

Project Updates

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

General Announcements

Mr. DeLuce reported that Mini-Tri was held on August 5, 2017 and had approximately 170 participants. He reported that Champaign-Urbana Days will be held on August 11 and 12, and Taste of Champaign will be held on August 18 and 19, 2017. Mr. DeLuce stated that dinner with former commissioner, Al Griggs, will be held on August 14, 2017 at 6 p.m. Discussion ensued about the location for the dinner. Mr. DeLuce noted the basement clean up and stated that an employee's desk was ruined and will be replaced.

Committee and Liaison Reports

Champaign Parks Foundation

President Hays reported that the Foundation Board meeting will be held on August 14, 2017. He indicated that the event in honor of Lou Liay and Newt Dodds went very well. An exact accounting of the amount raised for the Foundation will be determined after all bills for the event are paid.

Report of Officers

Attorney's Report

None.

President's Report

None.

Consent Agenda

President Hays 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 Regular Board Meeting, July 12, 2017
2. Approval of Minutes of Executive Session, July 12, 2017
3. Approval of Minutes of the Public Hearing and Special Board Meeting, July 26, 2017

Commissioner Solon made a motion to approve the Consent Agenda Items with the correction on Page 3 of the Special Board Minutes on July 26, 2017 be corrected to 5:40 p.m. for her arrival time to the meeting. The motion was seconded by Commissioner Miller. The motion passed 5-0.

New Business

Approval of Disbursements as of July 11, 2017

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning July 11, 2017 and ending August 8, 2017. The motion was seconded by Vice President McMahon. The motion passed 5-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Miller – yes; Vice President McMahon – yes; President Hays – yes; and Commissioner Kuhl – yes.

Approval of Emergency Expenditures Policy

Mr. DeLuce presented the report and stated that staff recommends approval of the Emergency Expenditures Policy. He reported that approval of the policy is an ongoing part of the Distinguished Accreditation process.

Commissioner Kuhl made a motion to approve the Emergency Expenditures Policy. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Discussion ensued about accreditation. Commissioner Solon asked how often the Park District has to be accredited and if there was any cost involved. Mr. DeLuce stated that the Park District has to be accredited every five years and that the cost for the process is \$500.

Approval of a Bid for Janitorial Services at the Dodds Tennis Center

Mr. DeLuce presented the report. He reported that staff recommends awarding the bid to the lowest responsible bidder, ESS Clean, Inc.

Commissioner Solon made a motion to approve accepting the Base Bid and Alternate 1 Carpet Cleaning, Alternate 1 Fabric Covered Furniture Cleaning and Alternate 1 West Wall Dusting and authorizing the Executive Director to execute a one year contract with the option to renew for one additional year with ESS Clean, Inc., of Urbana, Illinois, in the annual base bid amount \$19,838.00

with Alternate 1 Carpet Cleaning of \$175.00, Alternate 1 Fabric Covered Furniture Cleaning of \$175.00 and Alternate 1 West Wall Dusting of \$150.00 for a total of \$20,338.00. Also accepting and approving Alternate 2 Additional Services Rate of \$20.00/hour on an as needed basis. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of a Bid for General Concrete

Mr. DeLuca reported that staff recommends awarding the bid to the lowest responsible bidder, Duce Construction.

Commissioner Kuhl made a motion to approve awarding the base bid to the lowest responsible bidder, Duce Construction, at the bid price of \$19,918.00 and authorizing the Executive Director to enter into a contract for the work. The motion was seconded by Vice President McMahon. The motion passed 5-0.

Approval of Bid for Seal Coating and Line Striping

Mr. DeLuca reported that staff recommends awarding the bid to the lowest responsible bidder, County Asphalt, Inc.

Commissioner Solon made a motion to approve awarding the base bid to the lowest responsible bidder, Duce Construction, at the bid price of \$21,483.71 and authorizing the Executive Director to enter into a contract for the work. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of Ordinance No. 623: Declaring Items as Surplus

Mr. DeLuca presented the report and reported that staff recommended approval of the ordinance as presented.

Commissioner Kuhl made a motion to approve Ordinance No. 623: an ordinance providing for the disposal of personal property owned by the Champaign Park District of Champaign County, which will allow for the disposal of the equipment listed in the ordinance. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Old Business

None.

Discussion Items

None.

Comments from Commissioners

Commissioner Solon thanked the Operations staff for installing the plaque in the Meditation Garden at Mattis Park.

Executive Session

Commissioner Solon moved as set forth below to convene into Executive Session. The motion was seconded by Vice President McMahon. The motion passed 5-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Miller – yes; Vice President McMahon – yes; President Hays – yes; and Commissioner Kuhl. The Board convened 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; (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; (c)(6) for the setting of a price for sale or lease of property owned by the public body; and (c)(11) to address litigation affecting or on behalf of the particular body that is pending, probable or 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 Vice President McMahon. The motion passed 5-0 and the meeting was adjourned at 8:32 p.m.

Craig W. Hays, President

Cindy Harvey, Secretary