

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

November 12, 2014

PUBLIC HEARING

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, November 12, 2014 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President Petry presided over the hearing.

Present: President Joseph Petry, Vice President Alvin S. Griggs, Commissioners Barbara J. Kuhl, Jane L. Solon, and Timothy P. McMahon, 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, Jameel Jones, Director of Cultural Arts, Tammy Hoggatt, Director of Human Resources, Tony Oligney-Estill, Programs Manager, Chelsea Norton, Marketing Manager, Wendy Zindars, Risk Manager, and Stacey Cornell, Administrative Specialist.

Several members of the public were in attendance. Tim Mitchell, a reporter with the News-Gazette, was also present.

Open the Public Hearing

President Petry opened the Public Hearing at 7:00 p.m. He stated the purpose of the Public Hearing was to discuss and receive comments on the proposed Property Tax Levy for the year commencing May 1, 2015 and ending April 30, 2016. A notice of the proposed 2015-2016 Tax Levy was published in *The News-Gazette* on November 5, 2014 in compliance with State Statute.

President Petry called for comments from the public. There were no comments received.

Commissioner Kuhl made a motion to adjourn the Public Hearing. The motion was seconded by Vice President Griggs. The motion passed 5-0.

REGULAR BOARD MEETING

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, November 12, 2014 immediately following the Public Hearing at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Petry presided over the meeting.

The Commissioners, Officers, staff and public present at the Public Hearing were in attendance at the Regular Meeting.

Call to Order

President Petry called the meeting to order at 7:01 p.m.

CPD Highlights

Commissioner Kuhl commented that she had spent time at the Leonhard Recreation Center in the children's playground and that it is very nice.

Comments from the Public

None.

President Petry asked if there were any objections from the Board with moving the President's Report up on the agenda. There were no objections from the Board.

Report of Officers

President's Report

President Petry presented the following Illinois Association of Park Districts awards after a brief narrative was given: Board Member Service Anniversary Award for 15 years – Alvin S. Griggs, Sr.; Illinois Parks' Top Journalist Award – *The News-Gazette*, accepted by Tim Mitchell; Best Friend of Illinois Parks – Mid-Sized Business, Human Kinetics Publishing, accepted by Chief Executive Officer Brian Holding and Jill Wikgren; and Partnership Award – Champaign Park District and Champaign Parks Foundation, accepted by Parks Foundation Chair Craig Hays. John Schmitt received the Good Sportsmanship Award, but was unable to attend the meeting.

Presentations

Smoke-Free Parks Survey Results, Champaign-Urbana Public Health District

Katherine Kodros, intern from the Champaign-Urbana Public Health District (C-UPHD), made a presentation on the results of a survey conducted concerning smoke-free parks. Nikki Hillier and Tara McCauley, C-UPHD staff, were also in attendance. Currently, 990 cities nationwide have smoke-free park ordinances with over 30 being in Illinois. The villages of Ludlow and Tolono within Champaign County have also passed smoke-free park ordinances. Ms. Kodros reported that of the 500 Champaign residents who responded to C-UPHD's survey, 67% feel tobacco smoke should not be allowed in parks. C-UPHD's recommendation was a smoke-free park ordinance. Ms. Kodros stated this would give park users a right and self-efficacy to approach smokers to ask them not to smoke. Related signage would also serve as a deterrent. A resolution is a lesser alternative, but would still empower park users, and signage would help with enforcement. The presenter's conclusions were that smoke-free parks decrease the risk of fires, promote healthy behaviors, encourage positive role modeling for children, reduce tobacco litter, create a healthier environment and protect park users. Ms. Kodros characterized smoke-free parks is not removing the smoker, but removing the behavior. She stated that C-UPHD could help in implementing smoke-free parks through an educational campaign, smoking cessation resources and signage in parks. The Board thanked the C-UPHD for its presentation.

Communications

President Petry circulated the communications.

Treasurer's Report

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

Treasurer Wackerlin presented the Treasurer's Report for the month of October 2014. He stated that the Park District's finances have been reviewed and found to be in appropriate order.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of October 2014. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Executive Director's Report

Volunteer of the Month

Mr. Oligney-Estill reported that Bill Saylor was chosen as October Volunteer of the Month. He was recognized for his efforts with the youth theatre program. Mr. Saylor was in attendance and

was presented with a bag of gifts in appreciation.

The Board thanked Mr. Saylor for his efforts.

General Announcements

Ms. Hoggatt introduced Wendy Zindars, Risk Manager.

Ms. Norton gave a demonstration of the new website. She highlighted its responsiveness, search bar, and a number of other functions. Ms. Norton reported that parks and facilities may be searched in a variety of ways. The site also has a new URL of champaignparks.com.

Mr. DeLuca reported that the Virginia Theatre and Champaign-Urbana Special Recreation websites were also being updated.

Committee and Liaison Reports

Champaign Parks Foundation

Commissioner Solon reported the Parks Foundation Board met on November 10th and discussed the type of fundraiser to have next year. She stated that the Land Donor Reception is scheduled for November 13th. Commissioner Solon reported that the Foundation Board approved Tom Whooley as a potential member for consideration of appointment by the Park Board.

Report of Officers

Attorney's Report-Ordinance No. 590

Attorney Hall recommended approval of Ordinance No. 590, Annexing Territory Pursuant to Petition (202 and 206 Wilber Avenue).

Commissioner Solon made a motion to approve Ordinance No. 590. A copy of the ordinance is attached to the minutes. The motion was seconded by Vice President Griggs. The motion passed 5-0.

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 Joint Champaign Parks Foundation & Champaign Park District Board of Commissioners Meeting, September 24, 2014
2. Minutes of the Study Session, September 24, 2014
3. Minutes of the Executive Session, September 24, 2014
4. Minutes of the Public Hearing and the Regular Board Meeting, October 8, 2014
5. Minutes of the Special Board Meeting, October 22, 2014
6. Minutes of the Executive Session, October 22, 2014
7. Approval Inserting Joseph Petry as Delegate, Alvin Griggs as 1st Alternate, Jane Solon as 2nd Alternate and Joseph DeLuca as 3rd Alternate to the IAPD Credentials Certificate
8. Approval of the payment of \$859,148 to the Illinois Municipal Retirement Fund to be made by December 20, 2014 for the full unfunded liability as of December 31, 2013
9. Approval of low bid and authorization for the Executive Director to enter into a contract with Duce Construction in the amount of \$28,537 for FY14-15 General Concrete

Mr. Crump stated the general concrete projects were divided, and there will be another bid in the spring. President Petry inquired further about Item 9. Mr. DeLuce stated that it had not been discussed at a previous meeting, but the low bid was being recommended. President Petry indicated a preference to have such items on the regular agenda.

Commissioner Solon made a motion to approve the consent agenda. The motion was seconded by Vice President Griggs. The motion passed 5-0.

New Business

Approval of Disbursements as of October 9, 2014

Staff recommended the approval of disbursements for the period beginning October 9, 2014 and ending November 12, 2014.

Commissioner Solon requested clarification regarding the \$4,500 expenditure for the Virginia Theatre painting samples. Mr. Crump stated the paint on the floor of the theatre auditorium failed, and staff contacted the general contractor about a solution. He discussed the process for testing and repainting certain areas. Mr. Crump stated that staff is evaluating whether the new paint adheres adequately. Discussion ensued.

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning October 9, 2014 and ending November 12, 2014. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Consideration of a Resolution Appointing an Additional Person as a Director of the Champaign Parks Foundation

Staff recommended Board approval to appoint Tom Whooley to the Champaign Parks Foundation to fill an unexpired two year term.

Commissioner Solon stated Mr. Whooley has an appropriate background. Mr. DeLuce reported that he is in Rotary with Mr. Whooley. Mr. Whooley is employed at Commerce Bank and highly recommended. Mr. DeLuce stated that Mr. Whooley was excited at the prospect of joining the Parks Foundation and working to achieve its objectives.

Vice President Griggs made a motion to approve a resolution appointing Tom Whooley as a Director of the Champaign Parks Foundation to fill an unexpired two year term. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of a Resolution to Participate in the Champaign Enterprise Zone

Mr. DeLuce presented the staff report and responded to questions from the Board. He stated that there have been two presentations given at previous Board meetings. It is an opportunity to improve the overall Champaign community and increase the equalized assessed valuation.

Commissioner Kuhl inquired about how other governmental entities voted to participate and in what manner. Mr. DeLuce stated Parkland College agreed to two components. He stated he would follow up regarding other participating governmental bodies and inform the Board.

Commissioner Solon made a motion to approve a resolution to participate in the Champaign Enterprise Zone, contingent on the Zone's approval in 2015 by the Department of Commerce and Economic Opportunity (DCEO). The motion was seconded by Vice President Griggs. The motion passed 5-0.

Approval of a Request for Proposal (RFP) to Purchase Accounting Software

Ms. Wallace presented the staff report and responded to questions from the Board. She stated a RFP was issued in September for a new enterprise resource planning accounting system. A total of five proposals were received. A committee reviewed the proposals and narrowed the list down to two vendors, BS&A and Tyler Technologies. Both vendors conducted on-site demonstrations and answered questions. Two park districts that use the systems were visited and reference checks were conducted. Staff preferred BS&A for its user friendliness and functionality. It was recommended to accept the BS&A Base Price (includes Alternate 1), plus Alternates 2-4 and 6 under Software & Customization, Alternates 2-4 and Alternate 6 under Annual Maintenance, and include \$15,500 should additional data need to be converted as part of the customization process and rejecting Alternate 5 under Software & Customization and Alternate 5 under Annual Maintenance.

Vice President Griggs made a motion to accept the RFP from BS&A in an amount not to exceed \$168,995 and authorize the Executive Director to execute a contract for the work. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval to Pay Off 2013 Bond Issue

Staff recommended that the Board approve payment of the 2013 bond issue in the amount of \$1,074,817 due by November 30, 2014.

Commissioner Kuhl made a motion to approve payment of the 2013 bond issue in the amount of \$1,074,817 due by November 30, 2014. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Approval of a Bid for General Obligation Bonds

Staff recommended that the Board accept the low bid from Busey Bank of 0.47% for the annual \$1,084,000 General Obligation Bond issue.

Commissioner Kuhl made a motion to accept the low bid from Busey Bank of 0.47% for the annual \$1,084,000 General Obligation Bond issue. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of Adoption of Ordinance No. 588: Bond Ordinance

Staff recommended adoption of Ordinance No. 588: An ordinance authorizing the issuance of General Obligation Park Limited Bonds, Series 2014, of the Champaign Park District, Champaign County, Illinois, and providing the details of such Bonds and for the levy of direct annual taxes to pay such bonds, and related matters.

Commissioner Solon made a motion to adopt Ordinance No. 588: An ordinance authorizing the issuance of General Obligation Park Limited Bonds, Series 2014, of the Champaign Park District, Champaign County, Illinois, and providing the details of such Bonds and for the levy of direct annual taxes to pay such bonds, and related matters. The motion was seconded by Vice President Griggs. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner McMahan – yes; Vice President Griggs – yes; President Petry – yes; and Commissioner Kuhl – yes. The motion passed 5-0. A copy of Ordinance No. 588 is attached to the minutes.

Approval of Adoption of Ordinance No. 589: Tax Levy Ordinance

Staff recommended adoption of Ordinance No. 589: An ordinance to levy property Taxes in the amount of \$11,587,170 for fiscal year beginning May 1, 2015 and ending April 30, 2016.

Vice President Griggs made a motion to approve adoption of Ordinance No. 589: An ordinance to levy property taxes in the amount of \$11,587,170 for fiscal year beginning May 1, 2015 and ending April 30, 2016. The motion was seconded by Commissioner Solon. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes; Vice President Griggs – yes; President Petry – yes; and Commissioner Kuhl – yes. The motion passed 5-0. A copy of Ordinance No. 589 is attached to the minutes.

Old Business

None.

Discussion Items

None.

Comments from Commissioners

Vice President Griggs presented a report on his attendance at the National Recreation and Park Association Congress in Charlotte, North Carolina. He was impressed with the opening session speakers, in particular, those addressing the subject of social equity. Vice President Griggs reported about his tour of the Lincoln Heights Neighborhood Park. It had an outdoor ping pong table that was noteworthy. He was also a guest at the American Academy for Park and Recreation Administration annual banquet. He was proud to support Mr. DeLuce, who was inducted into this prestigious organization. Vice President Griggs was appreciative of the opportunity to attend the conference.

Executive Session

None.

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 Kuhl. The motion passed 5-0 and the meeting was adjourned at 8:09 p.m.

Approved:

Joseph A. Petry, President

Cindy Harvey, Secretary