

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

April 8, 2015

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, April 8, 2015 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Petry presided over the meeting.

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, Kevin Crump, Director of Operations and Planning, Megan Kuhlenschmidt, Director of Recreation and Marketing, Jameel Jones, Director of Cultural Arts, Tammy Hoggatt, Director of Human Resources, Information Technology and Risk, and Stacey Cornell, Administrative Specialist.

Members of the public were in attendance. Tim Mitchell, a reporter with *The News-Gazette*, was also present.

Call to Order

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

CPD Highlights

Commissioner Solon commented that the Foreigner concert at the Virginia Theater was excellent.

Vice President Griggs commented that the Champaign Parks Honors event was great. The program and awards were outstanding.

President Petry commented the Champaign Parks Honors event was fabulous. He visited the prescribed burn of the natural prairie area at Porter Park and complimented staff members for their efforts.

Comments from the Public

Justin Little, 4809 Oakdale Drive, Champaign, addressed the Board regarding building a park north of the Trails of Abbey Fields neighborhood development. He commented there was interest in developing the 20 acres the Park District owns north of Abbey Fields as a park (approximately five other Abbey Fields residents were in attendance). Mr. Little stated the park has the potential to be actively utilized by 323 surrounding home sites. Mr. Little noted the available infrastructure. The area to the north of the Park District owned acreage is farmland that might also be purchased.

President Petry thanked Mr. Little for his comments.

Communications

President Petry circulated the communications.

Treasurer's Report

Consideration of Acceptance of the Treasurer's Report for the Month of March 2015

Treasurer Wackerlin presented the Treasurer's Report for the month of March 2015. He stated the Park District's finances have been reviewed and found to be in appropriate order.

Vice President Griggs made a motion to accept the Treasurer's Report for the month of March 2015. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Executive Director's Report

Introduction of Employees

Mr. Jones introduced Caitlin Kost, Champaign-Urbana Special Recreation Adult Coordinator. Ms. Kuhlenschmidt introduced Andy Hall, Virginia Theatre Technical Coordinator. Mr. Crump introduced Eli Tabova, Park Planner, and Nate Massey, Special Projects Supervisor.

Volunteers of the Month of February and March

Mr. Jones reported that Matt Eisenmenger was chosen as March Volunteer of the Month. He was recognized for his efforts coaching the Champaign-Urbana Special Recreation Lady Mustang Basketball team. Mr. Eisenmenger was unable to attend the Board meeting.

Mr. Jones reported that Traci Barkley was chosen as February Volunteer of the Month. She is the Program Coordinator for Sola Gratia, a community-based farm enterprise dedicated to producing locally-grown, high-quality, natural produce. Ms. Barkley teaches children in the Douglass' after school program about growing fruits and vegetables. She commented that she was pleased the Park District supports the Douglass Community Center. Ms. Barkley commented that ground breaking on the community garden at Douglass Park will be next week. She left brochures and information on a Sola Gratia community dinner. Ms. Barkley was presented a bag of gifts in appreciation.

The Board thanked Ms. Barkley for her efforts.

General Announcements

Mr. DeLuce reported he had met with Lynn Barnett-Morris from the University of Illinois. She stated that one of the current trends in parks and recreation is pop up playgrounds. Commissioner Kuhl commented that she was aware of pop up exercise classes happening in parks in the Chicago areas. Mr. DeLuce reported the grand reopening of Douglass Park will be May 16 from 2:00 p.m. to 4:00 p.m. He stated the water for the spray ground would be operational. Mr. DeLuce commented that all the egg hunts were very popular. He also stated the Illinois Association of Park Districts Legislative Reception and Conference is April 28-29.

Committee and Liaison Reports

Champaign Parks Foundation

Commissioner Solon reported the Foundation had not yet met for the month of April. She stated the Foundation would again be having a car raffle this year and assistance would be needed with selling tickets. The funds raised will provide youth scholarships for Park District programs.

Report of Officers

Attorney's Report

None.

President's Report

None.

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 discussed separately. The items are as follows:

1. Approval of Minutes of the Regular Board Meeting, March 11, 2015.
2. Approval of Minutes of the Executive Session, March 11, 2015.

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 for March 2015

Staff recommended the approval of disbursements for the period beginning March 12, 2015 and ending April 8, 2015.

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning March 12, 2015 and ending April 8, 2015. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Approval of the Virginia Theatre Auditorium Floor Painting Project Bid

Mr. Crump responded to questions from the Board. He stated that the seats would not be removed in order to paint the floor. The majority of the work will occur on the main floor. It was determined that the current paint was not the paint to use. He reported that spilled soda has damaging effects on the floor paint. The floor will be sanded to scuff it and flaking paint will be removed prior to painting. Mr. Crump stated that no test areas were done.

Commissioner McMahon suggested testing areas before painting the entire floor. It was the consensus of the Board that testing of paint adhesion be completed as suggested.

Vice President Griggs made a motion to approve the bid and authorize the Executive Director to enter into a contract with the low, responsible bidder, Midwest Commercial Coatings, in the amount of \$24,700.00 for the re-painting of the Virginia Theatre Auditorium floor (conditional upon a successful paint test). The motion was seconded by Commissioner Kuhl. The motion passed 5-0.

Approval of the Bid to Purchase Playground Surface Material

Commissioner Kuhl made a motion to approve the low, responsible bid to purchase playground surfacing mulch and authorize the Executive Director to enter into a contract with J&L Morris Trucking at the bid price of \$16.00 per cubic yard. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Approval of Ordinance No. 595: An Ordinance Providing for Disposal of Personal Property

Commissioner Solon made a motion to approve Ordinance No. 595: An Ordinance Providing for Disposal of Personal Property owned by the Champaign Park District, which authorizes and approves disposal of a 1996 Ford Model B800 Bus. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Approval of a Request to Name the Ballfield in Eisner Park

Mr. DeLuce presented the staff report and responded to questions from the Board. He reported that a written request had been received from Randall Green, C-U Little League President, to name the Eisner Park ballfield after Jim Fitzgerald. Mr. DeLuce stated the staff report outlined how other Park District fields were named. He reported that Pat Fitzgerald, the son of Jim Fitzgerald, is willing to provide a \$5,000 donation for maintenance of the ballfield.

Commissioner Solon inquired about other park districts naming rights. Mr. DeLuce stated the Park District had received a donation for the Sholem Aquatic Center and sold scoreboard rights at the Leonhard Recreation Center to Busey Bank for \$5,000 for five years. The current named Park District ballfields were mostly named for those who had given community service.

President Petry commented he had concerns that naming it may preclude the Park District from doing something else with the ballfield in the future. Mr. DeLuce stated the Park District would have that option and it would be detailed in the agreement.

Commissioner Solon commented about setting precedent. Discussion ensued about placing a 10 or 15 year restriction on the naming of the ballfields. It was the consensus of the Board that a 15 year restriction be imposed on naming of the ballfield at Eisner Park.

Vice President Griggs suggested revising the naming of parks and facilities policy to include terms and donation amounts. Mr. DeLuce stated the naming policy would be updated.

Commissioner Kuhl made a motion to approve naming the ballfield in Eisner Park after Jim Fitzgerald for a period of 15 years with a \$5,000 donation from Pat Fitzgerald to be used for maintenance of the ballfield. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Old Business

Approval of the 2015-2016 Capital Budget including 4-year Capital Improvement Plan

Ms. Wallace presented the staff report and responded to questions from the Board. She reported she had met with Mr. DeLuce and Mr. Crump, and the majority of items in the Capital Budget were deemed necessary. The largest project was an expansion of the operations shop and yard. Other major projects were the Virginia Theatre lighting and sound for which grant funds have been suspended by the state. The latter improvements were included in the Capital Budget but proceeding on those projects would not be done without the grant money.

Mr. DeLuce reported the grant funds were not swept by the state of Illinois but the Park District was awaiting official notification before proceeding with the Virginia Theatre projects.

Ms. Wallace reported the projected revenues for fiscal year 2015-2016 were \$2,276,305. She stated the 2015-2016 Capital Budget totaled \$5,812,100 in expenditures. Funds could be set aside for projects such as Spalding Park or the Virginia Theatre.

Commissioner Kuhl suggested that \$100,000 be set aside in reserve for land acquisition. She stated that in the past funds were set aside for Spalding and Douglass parks. The money could be set aside so that funds did not have to be taken from the current or future budgets.

Ms. Wallace stated funds were set aside in the current budget year. If they are not used, they rollover into excess reserves for the next year. In the current budget there is \$600,000 set aside for Spalding Park. She stated that earmarking funds for specific projects could be brought back to the Board for formal action. The savings would be ongoing.

Commissioner Solon stated she was not in favor of earmarking all excess funds.

Commissioner Kuhl commented that not everything would be earmarked. Priorities would need to be determined. In her opinion, the current priorities were Spalding Park, trails, land development and land acquisition. She stated these could change over-time but if funds were set aside, it indicates to the staff and the public the Board's priorities. If at any time a priority changes, the funds could be earmarked for another project.

Ms. Wallace stated the Park District would have the freedom to redirect funds if needed. If a certain amount for Spalding Park was determined, it could be transferred out of the general fund to a special capital project fund.

Commissioner Kuhl commented that the Board and staff need to determine priorities and earmark funds for those projects. The Park District could allocate any excess at the end of the fiscal year to a certain fund.

Ms. Wallace stated Spalding Park has annually been included in the Capital Budget.

President Petry requested that the amounts accumulated as if earmarking be brought back to the next meeting. Ms. Wallace stated that she would do that.

Commissioner Kuhl questioned if the Board was in agreement on the four priorities she outlined.

Commissioner Solon asked if the Virginia Theatre would be considered a priority. Commissioner Kuhl commented as far as she was concerned, if the Park District receives the grant funds for the Virginia Theatre, then the current projects would be completed. If not, then no. She stated next year will be tough and suggested taking a conservative approach due to several economic uncertainties.

It was the consensus of the Board that the priorities were Spalding Park, trails, developing the Abbey Fields land or other land to correct the situation regarding the land swap at Dodds Park, and land acquisition.

President Petry commented he had concerns with the Operations shop and yard expansion. He questioned if the current location was the best one for that facility. Commissioner Solon stated she had the same concerns and the appearance that the Park District was patching things together. She requested a tour of the operations facility so she could better see what would be done to improve performance and be cost effective.

Ms. Wallace stated the Capital Budget is approved first, and then included in the formal budget.

It was the consensus of the Board that they were not comfortable with the following proposed Capital Budget items: electrical upgrades to the Bresnan Meeting Center, Operations facility upgrade and expansion, Bresnan front desk interior space renovation, and shop yard lot repairs. The Virginia Theatre lighting and sound system will be completed only if grant funds are received.

President Petry requested a tour of the Operations facility be scheduled at the beginning of the April 22, 2015 Study Session after public comments.

Commissioner McMahon stated concerns moving forward. He commented that at the rate the Park District was spending, the reserves in excess of the 120 day requirement would be exhausted over the next four years.

Ms. Wallace reported that expenditure requests came from staff. She did not address what items to limit or eliminate. Ms. Wallace did examine the Strategic Plan. Projects were ranked according to if they were a safety or legal requirement, or a Board priority which has since been revised or fulfilled from the strategic plan. She used assumptions that the Park District would receive grants for major projects and there would be the continued issuance of the General Obligation Bond as done in the past.

Commissioner Kuhl commented that priorities need to be determined and the excess set aside. Then the Board can determine how much of the reserve to use. She questioned how much was budgeted for enhancing parks verses staff facilities. Commissioner Kuhl would rather phase in major improvements.

Discussion ensued. Mr. DeLuce commented that the Board would only be approving the first year of the Capital Improvement Plan. Ms. Wallace stated the Board only approves the 2015-2016 Capital Budget, but the 5-year plan gives staff direction.

President Petry recommended the Board look at the future years of the Capital Improvement Plan before the next meeting and return with comments.

Ms. Wallace stated that page 13 of their booklet outlined all five years as a summary page.

Staff recommended approval of the 2015-2016 Capital Budget including the 4-year Capital Improvement Plan. No action was taken on this item.

Discussion Items

None.

Comments from Commissioners

Commissioner McMahon stated that he would be out of state on business for the May 13, 2015 Annual and Regular Board meetings. He inquired if the Board meetings could be rescheduled to May 6, 2015. Commissioner Solon and Vice President Griggs commented they could attend that date. Commissioner Kuhl stated she would check her calendar and email Mr. DeLuce her availability.

President Petry congratulated Jane Solon and Craig Hays, who were re-elected and elected respectively, as Park Board Commissioners at the April 7 consolidated election.

Executive Session

Commissioner Solon moved as set forth below to convene into Executive Session. The motion was seconded by Vice President Griggs. The motion passed 5-0. 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 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, 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) litigation affecting the public body.

Return to Regular Meeting

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

Executive Session Item

Land Acquisition

Commissioner Solon made a motion to accept the donation from Dan Hamelburg of the Liberty on the Lake parcel of land of approximately two acres. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Adjourn

There being no further business to come before the Board, Vice President Griggs made a motion to adjourn the meeting. The motion was seconded by Commissioner McMahon. The motion passed 5-0 and the meeting was adjourned at 9:17 p.m.

Approved:

_____, President

_____, Secretary