

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

June 14, 2017

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, June 14, 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 and Jane L. Solon, Treasurer Gary Wackerlin and Attorney Guy Hall.

Absent: Commissioner Kevin Miller.

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Bret Johnson, Interim Director of Operations, Jameel Jones, Director of Recreation, Tammy Hoggatt, Director of 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

Collen Braun, 1006 Wilshire Court, Champaign, presented the Board with a letter signed by residents from the Noel Park community requesting a loop trail around Noel Park. She provided a brief history about her family and the Noel Park neighborhood. Ms. Braun stated that the neighborhood supports this concept and feels that it will improve the park experience for exercisers, dog walkers and children. She noted that the Park District has identified Noel Park as a candidate for a loop trail and requested that the Board consider prioritizing the park due to the significant neighborhood support. She thanked the Board for the willingness to consider the neighbors input.

G. David Frye, 2705 N. Salisbury Court, Champaign, president of the Devonshire South II Homeowners Association, spoke in favor of adding a loop trail around Noel Park. He encouraged the Board to move adding a loop trail around Noel Park to the Park District's priority list.

Emily McCabe, 1110 Sterling Drive, Champaign, spoke in favor of adding a loop trail around Noel Park. She stated that it would be helpful for safety purposes for her children and the children in the neighborhood.

The Board thanked the residents for their comments.

Communications

President Hays circulated the communications.

Treasurer's Report

Treasurer Wackerlin reviewed the Treasurer's Report for the month of May 2017 and found it to be in appropriate order. He reported that the Park District received the first installment of the real estate taxes.

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

Executive Director's Report

Project Updates

Mr. DeLuca 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. DeLuca reported that the Juneteenth Celebration will be held on June 17, 2017 at Douglass Park. He also reported that it is the 20th anniversary of the Douglass Branch Library. The Jessie White tumblers will perform at 1:30 p.m. at the event.

Commissioner Kuhl reported that Douglass Park Manager Tiffany White was on WCIA Channel 3 talking about programming and safety measures at Douglass Park.

Committee and Liaison Reports

Champaign Parks Foundation

President Hays reported that the Foundation has finalized the retirement/fundraiser for Newt Dodds and Lou Liay. The entertainment has been finalized and the event will be a cabaret theme. He stated that donations have been received to help fund the event. The tickets will be \$60.00 per person. President Hays asked the Commissioners to refer people interested in attending to the website. The event will be held July 21, 2017 from 5:30 to 8:00 p.m. at the Virginia Theatre.

Report of Officers

Attorney's Report

Attorney Hall reported that there are several projects ongoing.

President's Report

President Hays reported that Mr. Gary Wackerlin will be moving out of the Park District's jurisdiction. He reported that Mr. Wackerlin and he will meet to discuss the treasurer's duties. Mr. Wackerlin has served as treasurer since February 1, 1985. President Hays asked Commissioners to let him know if they know of anyone who may be interested in serving as treasurer. The Board thanked Mr. Wackerlin for his years of service.

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 Annual and Regular Board Meetings, May 10, 2017
2. Approval of Minutes of the Executive Session, May 10, 2017

Commissioner Solon made a motion to approve the Consent Agenda Items. The motion was seconded by Vice President McMahon. The motion passed 4-0.

New Business

Approval of Disbursements as of May 10, 2017

President Hays reported that staff recommended approval of the list of disbursements for the period beginning May 10, 2017 and ending June 13, 2017.

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning May 10, 2017 and ending June 13, 2017. The motion was seconded by Vice President McMahon. The motion passed 4-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; President Hays – yes; Vice President McMahon – yes; and Commissioner Kuhl – yes.

Approval of Board Priorities for FY17-18

Mr. DeLuce presented the Board with the corrected version of the proposed Board priorities for FY17-18. Discussion ensued. It was the consensus of the Board to defer this item to the June 26, 2017 Special Meeting.

Approval of Budget Line Transfers

Ms. Wallace presented the report. She reported that line item transfers are made within funds where lines will exceed their original budget. This is being done to comply with the Park Code and for audit purposes.

Commissioner Kuhl made a motion to approve the FY17-18 budget line transfers. The motion was seconded by Vice President McMahon. The motion passed 4-0.

Approval of Acceptance of the Trails 5-year Action Plan

Mr. DeLuce presented the report. He reported that revisions were made based on comments received. Mr. DeLuce stated the proposed plan allows flexibility. Zahnd Park is scheduled to have the next loop trail constructed. He reported that the plan is flexible and feasible. Discussion ensued about the ability to complete the plan in five (5) years including installation and maintenance, as well as a number of water fountains. The construction of the loop trail in Noel Park and possibly partnering with the Noel Park homeowners association was also addressed.

Vice President McMahon moved to approve the Champaign Park District 5-year Trails Action Plan as the Park District's guideline for developing new trails, connecting trails and improving various trail amenities. The motion was seconded by Commissioner Kuhl. The motion passed 4-0.

Approval of Bid for Playground Surfacing

Mr. Johnson presented the reports. He reported that this is an annual project.

Commissioner Kuhl made a motion to approve accepting the lowest responsible bid and authorizing the Executive Director to purchase playground surfacing mulch from J & L Morris Trucking, LLC at a bid price of \$16.25 per cubic yard or \$24,375.00 using the low bid multiplier. The motion was seconded by Commissioner Solon. The motion passed 4-0.

Approval of an Agreement with Central Illinois Youth Football League (CIYFL)

Mr. DeLuce presented the report. He reported that the Park District has had an agreement with CIYFL since 1999. He stated that staff recommends approval of an agreement between the CIYFL League and the Park District and authorizing the Executive Director to execute the agreement. The term of the agreement will be for three (3) years beginning June 15, 2017 and ending June 14, 2020. Discussion ensued.

Commissioner Kuhl made a motion to approve the agreement with Central Illinois Youth Football League for three (3) years and authorize the Executive Director to execute the agreement. The motion was seconded by Vice President McMahon. The motion passed 4-0.

Approval of a License Agreement with Conway Farms, LLC – The Cage Series

Mr. DeLuce presented the report. He reported that owner Shawn Tabelaing is interested in renewing the agreement for three (3) years. Mr. DeLuce highlighted the terms and conditions of the agreement. He reported that staff recommends approval of a License Agreement between the Park District and Conway Farms, LLC – The Cage Series and authorizing the Executive Director to execute the agreement. The term of the agreement will be for three (3) years beginning May 1, 2017 and ending April 30, 2020.

Commissioner Solon made a motion to approve a License Agreement with Conway Farms, LLC – The Cage Series and authorize the Executive Director to execute the agreement. The motion was seconded by Vice President McMahon. The motion passed 4-0.

Approval of an Agreement with the Board of Trustees of the Champaign Public Library

Mr. DeLuce presented the report. He reported that staff recommends approval authorizing the Executive Director to execute an Intergovernmental Agreement between the Park District and Board of Trustees of the Champaign Public Library to provide library services in the Douglass Park area for the next ten (10) years with two (2) ten (10) year options to renew said lease. Mr. DeLuce highlighted the terms and conditions of the agreement. Discussion ensued. Commissioner Solon suggested inserting the word “commissioners” in section 13 of the agreement.

Commissioner Solon made a motion to approve the agreement with the Board of Trustees of the Champaign Public Library for the Douglass Branch Library and authorize the Executive Director to execute the agreement with the amendment added. The motion was seconded by Vice President McMahon. The motion passed 4-0.

Approval of an Agreement with Pepsi-Cola Champaign-Urbana Bottling Company

Mr. DeLuce presented the report. He highlighted the changes to the agreement. Mr. DeLuce reported that staff recommends approval of the agreement between the Park District and Pepsi-Cola Champaign-Urbana Bottling Company to provide beverages and authorize the Executive Director to execute the agreement. The term of the agreement will be for five (5) years commencing May 1, 2017 and ending April 30, 2022. He stated that at the expiration of the agreement the staff will research letting beverage services for bid. Discussion ensued about bidding current beverage services, percentage of sales, and exclusivity of using Pepsi products. The reference to the Park District receiving four tickets to the University of Illinois basketball games will be deleted.

Commissioner Kuhl made a motion to approve the agreement with Pepsi-Cola Champaign-Urbana Bottling Company for five (5) years and authorize the Executive Director to execute the agreement. The motion was seconded by Commissioner Solon. The motion passed 4-0.

Approval and Ratification of an Extension of the Agreement with Mid-American Energy

Ms. Wallace presented the report. She reported that the agreement presented to the Board should have been for thirty (30) months instead of twenty-four (24) months. Ms. Wallace stated that staff recommends approval and ratification of the thirty (30) month contract with Mid-American Energy commencing June 2017 and ending December 2019.

Commissioner Solon made a motion to approve the approval and ratification of the thirty (30) month contract with Mid-American Energy commencing June 2017 and ending December 2019. The motion was seconded by Vice President McMahon. The motion passed 4-0.

Approval of a Resolution Authorizing the Destruction of Recordings of Executive Sessions

Ms. Harvey presented the report. She reported that this is an annual process.

Commissioner Kuhl made a motion to approve a resolution authorizing the destruction of audio recordings of executive sessions listed in the resolution. The motion was seconded by Vice President McMahon. The motion passed 4-0.

Approval of Ordinance No. 621: Prevailing Wage

Mr. DeLuce presented the report. He reported that this is an annual process. Mr. DeLuce reported that staff recommends that the Board adopt Ordinance No. 621 declaring the prevailing wage rates for the ensuing year to be the same as those fixed for Champaign County by the Illinois Department of Labor.

Commissioner Solon made a motion to approve Ordinance No. 621: Prevailing Wage. The motion was seconded by Vice President McMahon. The motion passed 4-0.

Approval Setting a Public Hearing on the Budget Amendment

Ms. Wallace presented the report. She reported that a budget amendment is required because the additional revenue was not enough to cover additional expenditures in order to do a supplemental budget. Ms. Wallace reported that the budget and appropriation is prepared by line item. She stated that some line items exceeded what was appropriated, thus requiring a budget amendment. Ms. Wallace reported that looking at the budget in total, the expenditures actually decreased in the overall budget. She highlighted the proposed budget, activity and the changes, and discussed further the need for the budget amendments. Discussion ensued about the actual budget. Ms. Wallace stated that the year to date balance is the actual activity posted through the fiscal year. President Hays asked if the staff used this analysis to change the budget for next year. Ms. Wallace stated that staff is currently reviewing the proposed FY18 budget.

Commissioner Solon made a motion to approve setting a public hearing on the proposed budget amendment for Wednesday, July 26, 2017 at 5:30 p.m. at the Bresnan Meeting Center to receive public comments. The motion was seconded by Commissioner Kuhl. The motion passed 4-0.

Old Business

None.

Discussion Items

FY18 Operating Budget

President Hays reported that he has forwarded questions regarding the proposed FY18 budget to staff. He asked Commissioners to forward questions or concerns to staff for a response.

Ms. Wallace reported that staff was working on a response to the question about vehicle equipment repair parts line item.

Ms. Harvey stated that given that additional questions and comments will be forthcoming, staff suggested that the public hearing for approval of the FY18 budget and appropriation ordinance be changed to July 26, 2017 at 5:30 p.m. Discussion ensued. Ms. Wallace requested all changes and comments regarding the FY18 budget be sent to staff by the June 26, 2017 Special Meeting.

Commissioner Kuhl made a motion to approve changing the date of the public hearing on the FY18 budget and appropriation ordinance from June 26, 2017 to July 26, 2017 at 5:30 p.m. The motion was seconded by Commissioner Solon. The motion passed 4-0.

President Hays asked Commissioners to review the budget and get questions to staff by the next meeting so that Ms. Wallace can finalize the FY18 budget book.

Comments from Commissioners

Vice President McMahon reported that he will be out of town the week of June 26-29, 2017. President Hays reported that he will not be available on June 28, 2017. He requested that the meeting be rescheduled to Monday, June 26, 2017 at 5:30 p.m., and the change was made by consensus.

Commissioner Solon inquired about the Street Festival held June 10, 2017. Mr. Jones reported that Street Festival went well and was well attended. He stated that staff is always looking for volunteers. The next street festival will be held on July 15, 2017. Commissioner Solon inquired about subscription sales at the Virginia Theatre. Mr. Bentz reported that new subscriptions will go on sale July 3, 2017.

President Hays reported that his wife and her friends have been using the lazy river walk at the Sholem Aquatic Center. He stated that his wife enjoys it. President Hays complimented Mr. Jones and staff.

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 4-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; President Hays – yes; Vice President McMahon – yes; and Commissioner Kuhl. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS Par. 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; 120/2(c)(11) to address litigation that is probable or imminent; and 120(c)(21) for the discussion of minutes of meetings lawfully closed under the Open Meetings Act regarding semi-annual review pursuant to Section 2.06 of the Act.

Return to Regular Meeting

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

Action Items from Executive Session

Approval to Make Available for Public Viewing Executive Session Minutes

Commissioner Solon made a motion to make available portions and/or entire minutes from Closed Session meetings as highlighted in “bold” on the list attached. The motion was seconded by Vice President McMahon. The motion passed 4-0.

Adjourn

There being no further business to come before the Board, Vice President McMahon made a motion to adjourn the meeting. The motion was seconded by Commissioner Solon. The motion passed 4-0 and the meeting was adjourned at 9:00 p.m.

Craig W. Hays, President

Cindy Harvey, Secretary