

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

**November 8, 2017**

**PUBLIC HEARING**

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, November 8, 2017 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President Hays presided over the hearing.

Present: President Craig Hays, Vice President Timothy P. McMahon, Commissioners Barbara J. Kuhl, Jane L. Solon, and Kevin Miller, and 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, Daniel Olson, Director of Operations, Jameel Jones, Director of Recreation, and Andrew Weiss, Director of Planning.

Other staff were in attendance as well as members of the public.

**Open the Public Hearing**

President Hays opened the Public Hearing at 7:00 p.m. He stated that the purpose of the Public Hearing was to discuss and receive comments on the proposed Property Tax Levy for the year commencing May 1, 2018 and ending April 30, 2019. A notice of the proposed 2018-2019 Tax Levy was published in *The News-Gazette* on November 1, 2017 in compliance with state law.

President Hays 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 Commissioner Solon. The motion passed 5-0.

**REGULAR BOARD MEETING**

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, November 8, 2017 immediately following the Public Hearing at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Hays 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 Hays called the meeting to order at 7:03 p.m.

**Comments from the Public**

None.

**Communications**

President Hays circulated the communications.

**Treasurer's Report**

President Hays wished Treasurer Wackerlin a Happy Birthday.

Treasurer Wackerlin presented the Treasurer's Report for the month of October 2017. He stated 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 2017. The motion was seconded by Commissioner Miller. The motion passed 5-0.

## **Executive Director's Report**

### Volunteer of the Month

Ashley Sims, Special Events & Volunteer Coordinator, reported that Sandy and Mark Williams were chosen as November Volunteers of the Month. They were recognized for their efforts at shows and events at the Virginia Theatre. The Williams were presented with a bag of gifts in appreciation. The Board thanked them for their efforts.

### Project Updates

Mr. DeLuce reported that the project updates will be forwarded to the Board at a later date.

### General Announcements

He reported that after the meeting, President Hays, Attorney Hall and he will leave for the 2017 Legal Symposium on November 9, 2017. Mr. DeLuce stated that a decision needs to be made on whether to hold a Study Session on November 29, 2017. He reported that a Joint CPD/UPD meeting regarding the CUSR Program will be held on December 7, 2017 at 5:30 p.m. at the Hays Center followed by a Seniors Holiday Party on December 7, 2017 at 6 p.m. at the Hilton Garden. He also reminded the Board to let Ms. Harvey know if anyone plans to attend the 2018 IAPD/IPRA Annual conference.

## **Committee and Liaison Reports**

### Champaign Parks Foundation

President Hays reported the Foundation continues to work on the Human Kinetics matter to accept funds.

## **Report of Officers**

### Attorney's Report

Attorney Hall reported that he has a couple of matters to address later in the agenda.

### President's Report

President Hays reported that there are candidates for the treasurer's position, which will be vacated when Treasurer Wackerlin retires. He stated that Commissioner Solon and he will be scheduling interviews before the December Regular Board meeting.

## **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, that item shall be removed and discussed separately.

1. Approval of Minutes of the Public Hearing and the Regular Board Meeting, October 11, 2017
2. Approval Minutes of the Executive Session, October 11, 2017

Commissioner Solon made a motion to approve Consent Agenda Items. The motion was seconded by Commissioner Miller. The motion passed 5-0.

## **New Business**

### Approval of Disbursements as of October 11, 2017

Staff recommended approval of the list of disbursements for the period beginning October 11, 2017 and ending November 7, 2017.

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning October 11, 2017 and ending November 7, 2017. The motion was seconded by Commissioner Miller. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Miller – yes; Vice President McMahan – yes; President Hays – yes; and Commissioner Kuhl – yes. The motion passed 5-0.

#### Approval to Pay off 2016 Bond Issue

Staff recommended that the Board approve payment of the 2016 bond issue in the amount of \$1,111,702.64 due by November 30, 2017.

Commissioner Kuhl made a motion to approve payment of the 2016 bond issue in the amount of \$1,111,702.64 by November 30, 2017. The motion was seconded by Commissioner Miller. The motion passed 5-0.

#### Approval of a Bid for General Obligation Bonds

Staff recommended that the Board accept the low bid from Commerce Bank for the annual \$1,123,500.00 General Obligation Bond issue.

Commissioner Solon made a motion to accept the low bid from Commerce Bank for the annual \$1,123,500.00 General Obligation Bond issue. The motion was seconded by Commissioner Miller. The motion passed 5-0.

#### Approval of Adoption of Ordinance No. 626: Bond Ordinance

Staff recommended adoption of Ordinance No. 626: an ordinance authorizing the issuance of General Obligation Park Limited Bonds, Series 2016, 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 Kuhl made a motion to adopt Ordinance No. 626: An ordinance authorizing the issuance of General Obligation Park Limited Bonds, Series 2016, 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 Commissioner Miller. 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. The motion passed 5-0. A copy of Ordinance No. 626 is attached to the minutes.

#### Approval of Adoption of Ordinance No. 627: Tax Levy Ordinance

Ms. Wallace presented the staff report and responded to questions by the Board. She stated that staff recommended adoption of Ordinance No. 627: An ordinance to levy property taxes in the amount of \$12,920,331.00 for fiscal year beginning May 1, 2018 and ending April 30, 2019.

Commissioner Miller made a motion to adopt Ordinance No. 627: An ordinance to levy property taxes in the amount of \$12,920,331.00 for fiscal year beginning May 1, 2018 and ending April 30, 2019 providing that the tax rate not exceed .7149. The motion was seconded by Commissioner Kuhl. 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. The motion passed 5-0.

#### Approval of an Extension of an Agreement with Carle Foundation for Parking at the Tennis Center

Mr. DeLuce presented the report. Staff recommends approval of an extension of an agreement with Carle Foundation for parking at the Dodds Tennis Center.

Commissioner Kuhl made a motion to approve an extension of an agreement with The Carle Foundation for parking spaces at the Dodds Tennis Center for a seven (7) month term commencing December 1, 2017 and ending June 30, 2018. The motion was seconded by Commissioner Miller. The motion passed 5-0.

#### Approval of a Contract with RATIO Architects, Inc. Regarding Human Kinetics Park

Mr. DeLuce presented the report. He reported that the contract is for Phase I Design Services.

Attorney Hall updated the Board on the proposed revised contract. He stated that the limited liability clause for any damages was removed and other changes were made to make the contract made more palatable for the Park District's interests. Attorney Hall reported that the contract has been given to the

architect, however, he has not yet received a response. He stated that the Board could approve the contract as presented. Discussion ensued. Attorney Hall stated that it is his recommendation that the Board approve the revised contract.

Commissioner Solon made a motion to approve a contract as corrected with RATIO Architects, Inc. regarding Human Kinetics Park. The motion was seconded by Commissioner Kuhl. The motion passed 5-0.

#### Approval of Flower Island Fee Increase

Mr. Hauser presented the report. He reviewed the history and original intent of the flower island program. Mr. Hauser stated that he was aware of the goal to recover 75% of the Park District's costs. The Park District was at a 62% recovery cost when he began working at the Park District five seasons ago. Mr. Hauser discussed the changes made, including not allowing a customer another bed of the same size and reducing the size of the flower beds. 26% of the flower island budget is the cost of flowers. He reported that the largest share of the budget is for labor. Mr. Hauser presented the breakdown of the budget of both flower programs for seasonal and full-time salaries. He stated that moving forward he would like to achieve the 75% recovery cost. Mr. Hauser discussed the current relationship with the schools and the City of Champaign, and possible changes in the future. He reported that staff will consider adding additional pollinating gardens for educational purposes at schools. Staff will continue to consider solutions to reduce cost. He stated that staff is requesting approval of an 8% increase for 2018 which will get the Park District at approximately 68% recovery cost. Discussion ensued. Commissioner Solon suggested that staff communicate with businesses and school officials about assisting with the costs. She expressed concern about the possible decrease in the number of flower islands due to increased cost.

Mr. Hauser stated that staff will continue to work on ideas to reduce the Park District's costs. He stated that plant costs continue to increase for various reasons.

Commissioner Kuhl applauded Mr. Hauser for compiling the information. She stated that it gives the Board a clearer picture of the costs. President Hays echoed Commissioner Kuhl's remarks. Commissioner Solon recommended approving the 8% increase for FY2018. The Board requested the same information about the flower programs be provided earlier next year.

Commissioner Solon made a motion to approve Option 1, raising the Flower Island Program fee from \$11.10 per sq. ft. to \$12.00 per sq. ft. (an approximate 8% increase) for the 2018 season. The motion was seconded by Commissioner Miller. The motion passed 5-0.

#### **Old Business**

None.

#### **Discussion Items**

##### Day Camp Report

Mr. Jones introduced Melanie Kahler from the Springer Cultural Center who oversees the Creative Kids camps and Katie Hicks from the Douglass Community Center who oversees the Douglass traditional day camp and Girls Explorer Program. Both were available to answer questions. He stated that Shannon Meissner, who oversees the Leonhard Recreation day camp, was unable to attend the meeting. Mr. Jones provided an overview of the various camps. He reported that most camps are for 10 weeks with the Leonhard Recreation camps being offered for 11 weeks or more. He provided an overview of the following programs: Leonhard Recreation day camp; Douglass Community Center day camps and teen camps; Douglass Community Center Girls Explorer Program; Creative Kids; and CUSR camps. The Douglass Community day camps continue to be supported by the Community Matters program. Most of the camps had an increase in enrollment. The Park District continues to partner with various organizations. Mr. Jones discussed the snack programs and meals offered at the various camps. He highlighted the budgets for the various camps. Mr. Jones reported that the scholarship program is very strong. A written report was made available.

Commissioner Solon asked whether the need for scholarships increased this year. Mr. Jones stated that he does not have that information.

#### Taste of Champaign-Urbana Report

Mr. Jones presented a report about the 2017 Taste of Champaign-Urbana. He reported that staff reduced the percentage of donations from 30% to 10% provided to organizations staffing the entrances to the event. There were 26 food vendors, 23 artists, 5 corporate sponsors, and 26 nonprofit sponsors. Mr. Jones reported that local craft beer was added to showcase craft beer makers. He stated that some vendors did not participate this year and stated that it was due to lack of a national performing act. Local acts were used this year. Mr. Jones reviewed the budget for the event. Beer sales were in the fifth year and the Park District retained 100% of the sales. All volunteers working the beer tents were trained by internal staff Zoe Stinson, Special Events Manager and Wendy Zindars, Risk Manager. Illinois American Water and Central Illinois Bank were major sponsors of the event. Discussion ensued about the dates the event will be held next year.

The Board thanked Mr. Jones for his reports.

#### **Comments from Commissioners**

Commissioner Miller reported that he had a good meeting with Mr. Jones.

#### **Executive Session**

Commissioner Solon moved upon the bases set forth below to convene into Executive Session. The motion was seconded by Commissioner Miller. 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. 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)(3) the selection of a person to fill a public office; (c)(5) for the purchase or lease of real property for the use of the public body; (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 that is probable and imminent.

#### **Return to Regular Meeting**

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

#### **Executive Session Action Items**

##### Approval of a Memorandum of Understanding regarding Spalding Park

Commissioner Miller made a motion to approve the Memorandum of Understanding regarding Spalding Park. The motion was seconded by Vice President McMahon. The motion passed 5-0.

#### **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 8:31 p.m.

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Craig W. Hays, President

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Cindy Harvey, Secretary