

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

April 11, 2018

REGULAR BOARD MEETING

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, April 11, 2018 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 Hays, Vice President Timothy P. McMahon, Commissioners Barbara J. Kuhl, Jane L. Solon, and Kevin Miller, Treasurer Donna Lawson 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, Tammy Hoggatt, Director of Human Resources, Andrew Weiss, Director of Planning, and Bridgette Moen, Park Planner.

City of Champaign staff in attendance were Assistant City Eleanor Blackmon and City Engineer Dave Clark as well as John Dabrowski with Farnsworth Group, Inc.

Call to Order

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

Presentations

Boneyard Improvements

Ms. Blackmon presented and responded to questions regarding the Boneyard Creek North Branch Improvement Project. The project extends along the Boneyard Creek from Neil Street to University Avenue. The project impacts existing parks Human Kinetics, Bristol, Wesley, and Skelton. There are existing agreements between the Park District and the City for the Boneyard Corridor, MLK Jr. Trail and Skelton Park. The preliminary schedule for the project construction from Bradley Avenue to Neil Street is Fall 2018 to Late 2019; Washington Street to Bradley Avenue is Mid 2018-Late 2020; and University Avenue to Washington Street is Mid 2020-Late 2021.

Comments from the Public

There were no comments from the public.

Communications

President Hays circulated the communications.

Treasurer's Report

Treasurer Lawson presented the Treasurer's Report for the month of March 2018. She 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 March 2018. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Executive Director's Report

Introduction of Interns

Mr. DeLuce introduced interns as follows: Jordan Reinhart-Smith from Illinois State University, assigned to assist with sports programs at the Leonhard Recreation Center; Maggie Olofson from University of Illinois, assigned to assist with cultural arts and aquatics programs at the Springer Cultural Center; Shomari Hollis from University of Illinois, assigned to assist with programs at

Douglass Community Center; and Chungsup Lee from Florida International, assigned to assist with CUSR program at the Hays Recreation Center.

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 the Champaign-Urbana Special Recreation (CUSR) Sports Banquet will held on April 23, 2018; the Champaign STAR Awards on April 26, 2018; and Walk, Roll and Stroll with the Mayors on May 19, 2018.

Committee Reports

Champaign Parks Foundation

President Hays reported that the Board did not meet last week due to schedule conflicts. He stated that the Nominating Committee met and hopes to recommend new members for appointment at the May Board meeting.

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, that item shall be removed and discussed separately.

1. Approval of Minutes of the Special Meeting, February 28, 2018
2. Approval of Regular Board Meeting, March 14, 2018
3. Approval of Executive Session, March 14, 2018

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 March 14, 2018

President Hays stated that staff recommends approval of disbursements for the period beginning March 14, 2018 and ending April 10, 2018.

Commissioner Miller made a motion to approve the list of disbursements for the period beginning March 14, 2018 and ending April 10, 2018. The motion was seconded by Commissioner Solon. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Miller – yes; Vice President McMahon – yes; and President Hays – yes; and Commissioner Kuhl – yes. The motion passed 5-0.

Approval and Ratification to Apply for an Illinois Arts Council Grant

Mr. DeLuce reported that staff recommends approval and ratification to submit electronically the FY19 Grant Proposal to the Illinois Arts Council.

Commissioner Solon made a motion to approve and ratify submitting electronically the FY19 Grant Proposal to the Illinois Arts Council. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of Champaign County Community Coalition Membership Dues

Mr. DeLuce presented the report. He reported that it is the Park District's third year of participating on the Coalition. Mr. DeLuce stated that staff recommends continuing the membership dues for staff to serve on the Executive Committee of the Champaign County Community Coalition.

Commissioner Solon made a motion to approve disbursement of \$5,000.00 for 2018 Annual Membership dues on the Champaign County Community Coalition's Executive Committee. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of a Renewal Option with Midwest Pottyhouse, Inc. for Portable Toilets

Mr. DeLuce presented the report. He stated that staff recommends authorizing the Executive Director to execute the one (1) year renewal option with Midwest Pottyhouse, Inc for rentable portable toilets for programs and events in FY18-19 in the amount of \$17,292.50.

Commissioner Solon made a motion to approving the one (1) year renewal option with Midwest Pottyhouse, Inc. for portable toilets for programs and events in FY18-19 in the amount of \$17,292.50. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of Dental and Life Insurance Rates for FY19

Ms. Hoggatt presented the report. She reported that the life insurance rates will remain the same as in FY18. Ms. Hoggatt stated that by adding a buy up option for employees, the dental rate the Park District pays will decrease by 3.1%. Discussion ensued. Ms. Hoggatt discussed the buy up options.

Commissioner Miller made a motion to approve continuing dental and life insurance benefits at the reduced rates with one year rate guaranteed beginning May 1, 2018 and ending April 30, 2019, and authorizing the Executive Director to sign a contract with the Principal Financial Group for this plan. The motion was seconded by Vice President McMahan. The motion passed 5-0.

Approval of an Addendum to the FE Moran Contract for Sprinkler and Fire Alarm Inspections

Ms. Hoggatt presented the report. She responded to questions regarding quotes for this service and how repairs will be addressed is needed. Mr. Hoggatt stated that FE Moran offered the best rates for the sprinkler and fire alarm inspections and for repair service.

Commissioner Kuhl made a motion to approve Addendums to the agreement between the Park District and FE Moran Security Solutions at the rate of \$3,816 per year for the remaining two (2) years of the agreement and authorize the Executive Director to execute the Addendums. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of an Agreement with Micro Systems International, Inc. (Micro Systems)

Ms. Hoggatt presented the report. She reported that staff is satisfied with the relationship with Micro Systems. Ms. Hoggatt stated that staff recommends approval of an agreement for a one (1) year period at the rate of \$2,500 per month.

Commissioner Solon made a motion to approve an agreement between the Park District and Micro Systems International, Inc. for a one year period at the rate of \$2,500.00 per month. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of 2018-2019 Program Guide Printing and Mail Preparation Printer Change

Mr. DeLuce presented the report. He discussed the issues and concerns with the unsatisfactory product of the lowest bidder, Indiana Printing of Indiana, PA. Mr. DeLuce reported that staff followed up with Indiana Printing and the company allowed the Park District to terminate the contract for the

remaining two program guides. He stated that staff recommends approval of awarding the bid for the two remaining program guides to the next responsible bidder, Woodward Printing, at \$16,385 per guide for a total of \$32,770.00.

Commissioner Kuhl made a motion to approve awarding the bid for the Fall and Winter/Spring Program Guides to the next responsible bidder, Woodward Printing, in the bid amount of \$32,770.00. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of the Park District Facility Fee Schedule

Mr. DeLuce presented the report. He discussed proposed changes to the fee schedule including the adding monthly options for Leonhard Recreation Center memberships and setting a flat pricing rental rate to rent the Virginia Theatre.

Commissioner Kuhl made a motion to approve the Facility Fee Schedule for May 1, 2018 through April 30, 2019. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Old Business

None.

Discussion Items

None.

Comments from Commissioners

Commissioner Kuhl congratulated Mr. DeLuce on receiving the 2018 Joseph Bannon Practitioner Award. She stated that it was a great honor to receive the award.

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 Barbara J. 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)(2) deliberations concerning salary schedules for one or more classes of employees; (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) the setting of a price for sale or lease of property owned by the public body; and (c)(11) to address pending litigation.

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 Commissioner Miller. The motion passed 5-0 and the meeting was adjourned at 9:09 p.m.

Craig W. Hays, President

Cindy Harvey, Secretary