

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

June 13, 2018

The Champaign Park District Board of Commissioners held a Regular Board on Wednesday, June 13, 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 W. Hays, Vice President Timothy P. McMahon, Commissioners Barbara J. Kuhl, Jane L. Solon, and Kevin J. 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, Dan Olson, Director of Operations, Jameel Jones, Director of Recreation, Andrew Weiss, Director of Planning, and Ashley Sims, Volunteer and Special Events Coordinator.

Tim Mitchell, reporter with *The News-Gazette*, and Cara Finnegan, representative of the League of Women Voters of Champaign County were in attendance.

Call to Order

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

Communications

President Hays circulated the communications.

Treasurer's Report

Treasurer Lawson reviewed the Treasurer's Report for the month of May 2018 and reported it to be in appropriate order.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of May 2018. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Executive Director's Report

Volunteer of the Month

Ms. Sims reported that the May Volunteer of the Month was Kinan Sawar. He is a volunteer coach for the youth basketball and soccer programs. Mr. Sawar was presented with a Certificate of Appreciation and a bag of goodies. The Board thanked him for his efforts.

Project Updates

Mr. DeLuce distributed a list of project updates to the Board. He reported the update was in a new format and included all of the projects on one 11 x 17 page. Mr. DeLuce asked the Board to review the document and let him know if they had any questions or issues regarding the projects.

General Announcements

Mr. Olson reported about the damage from the recent storms. He stated that staff continues to receive phone calls from property owners to determine whether damage is on Park District or private property. Discussion ensued. The scoreboard and observation tower at Zahnd Park was destroyed by the storm.

Mr. Jones reported that the Streetfest scheduled June 9, 2018 was cancelled due to the weather forecast. He also reported that due to the storm there was water at the Douglass Annex and Douglass Center. However, there was no significant damage at either location.

Committee and Liaison Reports

Champaign Parks Foundation

Commissioner Miller reported that the Foundation Board is planning a Founder's Day Event on January 10 or 11, 2019 at the Virginia Theatre. The Foundation Board would like all of the Park Commissioners would attend the event.

Report of Officers

Attorney's Report

Ordinance No.631

Mr. Hall reported that Ordinance No. 631 is part of the Carle at the Fields development. The area is north of the existing staff parking lot where more room is needed for staff parking. He recommended approval of Ordinance No. 631.

Commissioner Kuhl made a motion to approved Ordinance No. 631, annexing territory pursuant to petition (3208 Fields South Drive, Champaign, Illinois – Carle at the Fields). The motion was seconded by Commissioner Miller. The motion passed 5-0.

President's Report

President Hays thanked Commissioners Solon and McMahon, Mr. DeLuce, and Mr. Olson for attending the Spalding Park Grand Opening/Renovation Golden Shovel. He also thanked Commissioners Kuhl and Miller for attending Hessel Park Grand Opening Celebration.

Commissioner Kuhl received a question during the Hessel Park ribbon cutting and Grand Opening event about how to become and what it means to be a commissioner. She also reported that everybody enjoyed the splashpad and thanked staff for getting it open and running in a timely manner.

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 9, 2018
2. Approval of Minutes of the Executive Session, May 9, 2018
3. Approval of Minutes of the Special Board Meeting, May 23, 2018
4. Approval of Minutes of the Executive Session, May 23, 2018

Vice President McMahon made a motion to approve the Consent Agenda Items. The motion was seconded by Commissioner Solon. The motion passed 5-0.

New Business

Approval of Disbursements as of May 9, 2018

President Hays reported that staff recommended approval of the list of disbursements for the period beginning May 9, 2018 and ending June 12, 2018.

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning May 9, 2018 and ending June 12, 2018. 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.

Approval of Setting a Public Hearing on the Budget and Appropriation Ordinance

President Hays reported that staff recommends approval of setting a public hearing on the budget and appropriation ordinance.

Commissioner Solon made a motion to approve setting a public hearing on the proposed budget and appropriation ordinance for Wednesday, July 25, 2018 at 5:30 p.m. at the Bresnan Meeting Center to receive public comments. Ordinance No. 630, the proposed Budget and Appropriation Ordinance, is available at the Bresnan Meeting Center for public review. The motion was seconded by Commissioner Kuhl. The motion passed 5-0.

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

President Hays reported that staff recommends approval of a resolution authorizing the destruction of recordings of executive sessions.

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 Commissioner Solon. The motion passed 5-0.

Approval of Ordinance No. 632: Prevailing Wage

President Hays reported that staff recommends approval of Ordinance No. 631: Prevailing Wage. Discussion ensued. Commissioner Miller reported on new legislation that changes how park districts can provide notice by posting on websites that they have adopted ordinances declaring prevailing wage rates. Ms. Harvey also reported that the law also allows parks districts to file the ordinance electronically with the Department of Labor.

Commissioner Solon made a motion to approve Ordinance No. 632: Prevailing Wage. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of the Champaign Park District FY19 Workplan

Mr. DeLuce presented the report. He reported that the FY19 Workplan has been updated based on comments from the Board.

Vice President McMahon made a motion to approve the Park District's FY19 Workplan commencing May 1, 2018 and ending April 30, 2019. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of a Subrecipient Agreement between the City of Champaign and the Park District for the Community Matters Program

Mr. Jones presented the report. This year staff has requested additional funds to cover another camp for children from the Garden Hills neighborhood as well as the drum line program at Douglass Community Center. Discussion ensued. The number of children serviced will be 30 per week.

Commissioner Solon made a motion to approve the Subrecipient Agreement between the City of Champaign and the Park District for the Community Matters Program. The term of the agreement is from July 1, 2018 through June 30, 2019. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of Bid for Playground Surfacing

Mr. Olson presented the report. Discussion ensued about the bid prices.

Commissioner Solon made a motion to approve the lowest responsible bid, award the contract and authorize the Executive Director to purchase playground surfacing mulch from J & L Morris Trucking, LLC at a bid price of \$16.30 per cubic yard, or \$32,000 using the bid multiplier. The motion was accepted by Commissioner Kuhl. The motion passed 5-0.

Approval of Contract with ESS Clean, Inc. (ESS) for Janitorial Service at Dodds Tennis Center

Mr. Jones presented the report. Discussion ensued. The contract is for 8 ½ months. This information will be included in the contract in the future.

Commissioner Kuhl made a motion to approve a one year renewal option with ESS for Dodds Tennis Center janitorial service in FY19 with a \$45.00/month increase for a cost of service price of \$2,379.00/month making the base annual amount \$20,221.50 with no changes to the alternates. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of Bid for Development of Commissioners Park

Mr. Weiss presented the reported. He presented an illustration of Commissioners Park development. Staff is recommended approval of the Base Bid plus Alternate 2 from Feutz Contractors, Inc. for a total contract of \$239,947. Discussion ensued about the tree planting budget and the playground.

Commissioner Solon made a motion to approve the Base Bid plus Alternate 2 from Feutz Contractors, Inc. for a total contract of \$239,947, award the contract and authorize the Executive Director to enter into the contract. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of Executing the Grant Agreement with the Illinois Department of Natural Resources (IDNR)

Mr. DeLuce presented the report. He reported additional land was added pursuant to IDNR's request.

Attorney Hall reported that this grant does have a restrictive covenant in perpetuity. The grant also requires no easements on the property. Attorney Hall noted there are preexisting easements on the property and that there will have to be clarification with IDNR regarding those easements.

Commissioner Kuhl made a motion to approve authorizing the Executive Director enter into the Grant Agreement between the Illinois Department of Natural Resources and the Champaign Park District for \$141,500. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Old Business

None.

Discussion Items

FY19 Annual Operating Budget

Mr. DeLuce reported that staff has tried to focus on the actual budget and what was spent instead of what was budgeted. He reviewed the process for aligning the budget with expenditures.

Ms. Wallace reviewed the proposed budget book. She asked the Board to email questions regarding the budget to Mr. DeLuce or her. President Hays asked the Board to submit questions regarding the budget within the next two weeks.

Comments from Commissioners

Commissioner Kuhl reported that former treasurer Gary Wackerlin and his wife Karyl moved to Georgia but were in town for a visit. She stated that Ms. Wackerlin commented about how great our parks are and noticed that you do not always see great parks everywhere you go. Ms. Wackerlin was very complimentary about what the Park District does and how it improves the quality of life in our community.

President Hays thanked everyone for participating in the groundbreaking at Spalding Park and the grand opening at Hessel Park. He commented that Walk the River at Sholem is nice.

Commissioner Solon stated that it would be preferable to have somewhat more advance notice of events in order to plan for attending.

Executive Session

Commissioner Kuhl moved as 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. 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)(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.

Action Items from Executive SessionApproval of Wage Increase for the Executive Director for FY19

Commissioner Kuhl made a motion to table the wage increase for the executive director for FY19. The motion was seconded by Commissioner Solon. 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 Commissioner Miller. The motion passed 5-0 and the meeting was adjourned at 8:20 p.m.

Craig W. Hays, President

Cindy Harvey, Secretary