

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE STUDY SESSION
BOARD OF PARK COMMISSIONERS**

October 24, 2018

The Champaign Park District Board of Commissioners held a Study Session on Wednesday, October 24, 2018 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. Vice Hays presided over the meeting.

Present: President Craig W. Hays, Vice President Timothy P. McMahon, Commissioner Kevin J. Miller, Treasurer Donna Lawson and Attorney Guy Hall.

Absent: Commissioner Barbara J. Kuhl and Jane L. Solon.

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 HR, IT, & Risk, Andrew Weiss, Director of Planning, and Randy Hauser, Horticulture and Natural Areas Supervisor.

Call to Order

President Hays called the meeting to order at 5:30 p.m.

Comments from the Public

There were no comments from the public.

Discussion Items

Flower Programs Update

Mr. Hauser reported that there are two budgets in the horticulture division for flowers: parks and flower islands budgets. He stated that the Park District is responsible for the entire cost of the parks budget, while the flower island budget is financially supported in part by the clients. Mr. Hauser reported that horticulture staff is beginning to design and let bids for plants. Horticulture staff has worked on reducing the number of plants, which has been offset by the increase in the cost of materials. Staff have also been working to reduce the size of certain flower islands without compromising their integrity. Mr. Hauser showed photos of parks beds where the number of plants have been reduced. He reported that the flower island rate was increased \$12 per square foot last season. The Park District had 56 of 58 sponsors return in 2018.

In 2018 the horticulture division held its first flower island walk in downtown Champaign. The walk was planned, promoted and executed by seasonal staff, Julia Smith, who wanted to showcase the program started by her grandfather, Robert Toalson. He stated that the walk was successful and may lead to future clients.

Mr. Hauser discussed the Park District's flower island program in connection with annual flower beds at several Champaign Unit 4 School District public school sites. He reported that staff is in the process of changing the annual flower beds pollinator gardens as an educational tool. This year staff converted sites at Franklin and Barkstall Schools to pollinator beds. Mr. Hauser also reported that staff is working with Unit 4 to secure a grant to purchase perennials, mulch and other materials to give the school sites a facelift. He updated the Board on the program added four (4) years ago where plants are grown and given away.

Mr. Hauser reviewed the cost recovery numbers. Staff will continue its efforts to charge clients a rate that enables the Park District to achieve a reasonable cost recovery percentage. Mr. DeLuce stated that staff will bring forward a price recommendation as part of the facility and services recommendation in April 2019 for the 2020 flower season. Discussion ensued about bidding the plants.

Commissioners Park Plat

Mr. Weiss suggested that the Board consider submitting a final plat for Commissioners Park and record it with the county recorder office. He revised the options available for discussion purposes, which include taking the road out of the final plat; leave the road in the final plat and build it if and when surrounding development occurs and City takes over maintenance of the road; or leave the road in the plat and construct it in the near future. Discussion ensued. Attorney Hall suggested that staff address direction from the Illinois Department of Natural Resources (IDNR) requirement related to park to ensure there is no effects upon title restrictions. This item will be presented to the Board for further discussion.

Comprehensive Plan Update

Mr. DeLuce reported that the 2007-08 Comprehensive Plan was completed by Pros Consulting. He stated that the Park District planners are completing the current comprehensive plan in-house. Mr. DeLuce discussed the reason for completing the SWOT analysis and the draft comprehensive plan that was shared with the Board.

Mr. Weiss reported that staff's goal is to solicit feedback and comments from the Board regarding the draft comprehensive plan. Board feedback will be incorporated into the comprehensive plan. Mr. Weiss reported that the Board will receive an updated draft of the comprehensive plan at the December regular board meeting.

Mr. DeLuce stated that the comprehensive plan will include ten (10) goals, and it will be very helpful if the Board will share comments regarding the goals. Mr. Weiss noted that there will be two (2) to three (3) strategic plans during the span of the comprehensive plan. Discussion ensued.

Comments from Commissioners

Vice President McMahon commented that President Hays, Mr. DeLuce and everyone else at the Martens Center fundraiser event did a fantastic job.

President Hays thanked everyone meeting tonight. There will only be one meeting each month in November and December. The Board will consider whether to hold a second meeting in March. Mr. DeLuce stated that there may be a need to move the January Study Session to the 29th. President Hays stated that the IMRF case has been dismissed. President Hays informed everyone that Commissioner Solon was home recovering from an illness. He reported that the Martens Center fundraiser event went very well and the speakers were great.

Adjourn

There being no further business to come before the Board, Commissioner Miller made a motion to adjourn the meeting. The motion was seconded by Commissioner Vice President McMahon. The motion passed 3-0 and the meeting was adjourned at 6:10 p.m.

Approved

Craig W. Hays, President

Cindy Harvey, Secretary