

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

January 9, 2019

REGULAR BOARD MEETING

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, January 9, 2019 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, Commissioners Barbara J. Kuhl, Jane L. Solon, and Kevin Miller, and Treasurer Donna Lawson and Attorney Guy Hall.

Absent: Vice President Timothy P. McMahon.

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, and Tammy Hoggatt, Director of Human Resources.

Call to Order

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

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 December 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 December 2017. The motion was seconded by Commissioner Miller. The motion passed 4-0.

Executive Director's Report

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 reminded the Board that the Champaign Parks Foundation Ties and Tennis fundraiser will be held on January 10, 2019 from 5 to 8 p.m. at the Virginia Theatre and the 2019 IAPD/IPRA Annual Conference will be held from January 24-26, 2019 in Chicago. Mr. DeLuce encouraged the Board to forward comments to staff regarding the draft comprehensive plan, which will be reviewed at the January 30, 2019 Study Session.

Committee Reports

Champaign Parks Foundation

Commissioner Miller reported that there was no Foundation meeting held in January.

Report of Officers

Attorney's Report

Mr. Hall reported that he continues to work on the array of Park District matters.

President's Report

President Hays reminded the Board members to review the comprehensive plan. He reported that he met with the planning staff to review his comments and suggestions. Discussion ensued.

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. The Board concurred with Ms. Ms. Harvey's request that the approval of minutes of the December 12, 2018 Regular meeting be postponed and removed.

1. Approval of Minutes of the Joint CPD/UPD Board Meeting, December 6, 2018

Commissioner Solon made a motion to approve Consent Agenda Items. The motion was seconded by Commissioner Kuhl. The motion passed 4-0.

New Business

Approval of Disbursements as of December 12, 2018

President Hays stated that staff recommends approval of disbursements for the period beginning December 12, 2018 and ending January 8, 2019. Discussion ensued. Mr. DeLuce reported that staff is researching the questions relating to Abbey Fields Homeowner's Association fees and will share the results with the Board.

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning December 12, 2018 and ending January 8, 2019. The motion was seconded by Commissioner Solon. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Miller – yes; Vice; and President Hays – yes. The motion passed 4-0.

Approval of Bid Process and Selection of Electric Provider

Ms. Wallace presented the report. She reported that the current contract expires December 2019. Ms. Wallace explained the process for letting this service for bid. She stated that staff was requesting Board approval to authorize the Executive Director to accept or reject the bids received at a date in the future and enter into an agreement with the lowest responsible bidder. Discuss ensued regarding background on the consulting firm used by the Park District.

Commissioner Solon made a motion to approve authorizing the Executive Director to accept or reject the bids received at a date in the future and enter into an agreement for the purchase of electricity with the lowest responsible bidder. The motion was seconded by Commissioner Miller. The motion passed 4-0.

Approval of Bids for 2019 Bedding Plants

Mr. Olson presented the report. He explained the process for selecting the lowest responsible bidder for the 2019 bedding plants. Mr. Olson reported that only two (2) bids were received. Discussion ensued about recovering costs. Mr. Olson explained that costs are increasing over last year and staff's efforts to reduce the number of flower beds. There was discussion regarding how other park districts and agencies purchase flowers and whether staff will need to look at out of state companies or increasing the plant orders to more than two.

Commissioner Miller made a motion to approve accepting the bids and authorizing the Executive Director to execute contracts to purchase 2019 bedding plants for each order to the respective lowest responsible bidders as follows: Park Program Order with 2,293 flats to Ropp's Flower Factory for a total of \$49,289.50 and Flower Island Order with 2,195 flats to Connie's Country Greenhouse for a total of \$43,330.00. The total cost of the two recommended orders for 2019 will be \$92,619.50 and funds will be allocated in the FY20 operating budget. The motion was seconded by Commissioner Kuhl. The motion passed 4-0.

Approval of Health Insurance Rates for 2019/2020

Ms. Hoggatt presented the report. She discussed the process the Benefit Advisory Committee (BAC) used to solicit quotes for health insurance rates. Ms. Hoggatt reported that competitive rates were received from three (3) companies. She noted that BAC recommends remaining with Health Alliance. Ms. Hoggatt reported that Health Alliance rates will remain the same and has also agreed to a 5% rate cap for 2020. Discussion ensued regarding the plan running at a loss, disbursement if there is a profit and the Park District's wellness program and other programs available to staff.

Commissioner Solon made a motion to approve the health insurance rates for 2019/2020 pending approval by the Champaign City Council. The motion was seconded by Commissioner Miller. The motion passed 4-0.

Approval of an Agreement between Parkland College and the Park District

Mr. DeLuce presented the report. He reported that this is one a few agreements that the Park District has with government agencies to use Park District facilities during emergencies. He stated that staff recommends approval of a three (3) year agreement with Parkland College for a provision of refuge during evacuation of the Parkland College property, with an effective date of January 1, 2019. Discussion ensued as a related aside, Attorney Hall briefed the Board on legislation relating to active shooter programs in grade schools and the possible benefits to the Park District in participating with other government agencies.

Commissioner Solon made a motion to approve the three (3) year agreement between Parkland College and the Park District. The motion was seconded by Commissioner Miller. The motion passed 4-0.

Old Items

None.

Discussion Items

Champaign Parks Foundation 2nd Quarter Financial Update

Ms. Wallace presented the Foundation 2nd quarterly financial update. She reviewed the revenues and expenses for the six months ended October 31, 2018. She also updated the Board on the overall funds received, as well as written and verbal pledges for the Martens Center. Discussion ensued about how it is determined that donations received for various causes and programs are spent, use of restricted versus unrestricted funds, and contributions received for the Martens Center. Ms. Wallace and Mr. DeLuce discussed the process used regarding donations.

Champaign Park District 2nd Quarterly Financial Update

Ms. Wallace presented the Park District 2nd quarterly financial update for the six months ended October 31, 2018 with a comparison to budget versus actual. She reviewed the total revenues and expenses remaining. Ms. Wallace reported that the Park District has received all tax revenues, except one. She reviewed the status of the capital improvements funds. Discussion ensued about allocation of the funds received for the sale of property in Centennial Park to Champaign School District Unit 4. Commissioner Kuhl favors adding the funds to the land acquisition funds. President Hays suggested that the Board address this at the February Regular Board meeting. Discussion ensued regarding the Virginia Theatre.

Mr. DeLuce reported that Virginia Theatre Director Steven Bentz will provide an update at a future meeting.

Comments from Commissioners

Commissioner Kuhl reported that she received a positive comment about the Leonhard Recreation Center offering monthly memberships.

President Hays stated that a report of all funds for the Martens Center will be compiled in the near future. Mr. DeLuce updated the Board about his meeting with Busey Bank.

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 Solon. The motion passed 4-0 and the meeting was adjourned at 7:48 p.m.

Craig W. Hays, President

Cindy Harvey, Secretary