

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

February 13, 2019

The Champaign Park District Board of Commissioners held a Study Session on Wednesday, February 13, 2019 at 6:00 p.m., which was immediately followed by a Regular Board Meeting, 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, Commissioners Barbara J. Kuhl, Jane L. Solon, and Kevin Miller, 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, Tammy Hoggatt, Director of Human Resources, Chelsea Norton, Director Marketing and Communications, Andrew Weiss, Director of Planning, and Steven Bentz.

Other staff were Bridgette Moen, Park Planner, and Allison Williams, Planning Coordinator.

Call to Order

President Hays called the meeting to order at 6:00 p.m.

Comments from the Public

None.

Discussion Items

2019-2029 Comprehensive Plan

Mr. Weiss introduced the newest planning staff member, Allison Williams, Planning Coordinator. He also introduced Bridgett Moen, Park Planner. Mr. Weiss discussed the important roles that Ms. Williams and Ms. Moen had in developing the Comprehensive Plan. He stated that staff would like to determine the Park District's initiatives and discuss those with the Board. The initiatives are substantial in that they indicate the direction of the Park District in the next 10 years.

Ms. Moen explained the importance of a comprehensive plan. She noted that the Park District has a policy to adopt a plan every 10 years. The comprehensive plan is a decision making tool and helps guide future plans, serves as a resource for the public, and is important for justification in grant application and accreditation matters. It is a document issued every 10 years, but staff refers to frequently. Ms. Moen stated that the Inventory, Background, and Analysis chapters have been completed. Staff would like to focus on the final chapter, which is Initiatives, and review the Vision Statement. Staff is seeking consensus on the agency Initiatives and the Vision Statement. The proposed 10 initiatives should guide future plans. Discussion ensued regarding getting demographic information from the City of Champaign. Ms. Moen responded that staff followed up with the City. However, the projections are not very reliable. Commissioner Miller suggested including how the Park District reviews its capital plan annually. President Hays suggested that gold medal award standard be defined. Commissioner Solon asked about including facilities in Initiative number one. There was consensus by the Board to move forward with Initiative number one with suggested changes by the Board.

The second agency initiative is to increase acreage of natural areas and expand natural area related programming. Discussion ensued about lack of acreage in park land and natural areas, There was a consensus by the Board to include language regarding natural areas. There was consensus to move forward with initiative number two with the suggested changes.

The third agency initiative is to promote financial sustainability. Discussion ensued. Commissioner Kuhl suggested eliminating selling naming rights in the plan. Commissioner Miller suggested mentioning in this section that the Park District pursues grants. There was consensus to move forward with initiative number three with the suggested changes.

The fourth agency initiative is to enhance existing partnerships and develop new partnerships to improve/expand programming. Discussion ensued. Ms. Moen reported that President Hays suggested changing this section to say “enhance” instead of “leverage.” It was also a consensus to move forward with initiative number four with the suggested changes.

The fifth agency initiative is to promote active recreation and healthy living. Discussion ensued. Commissioner Kuhl expressed a desire to not limit the Park District to the use of the word “recreation.” There was a consensus to move forward with initiative number five with the suggestion to rewrite this section using words “active healthy living” and defining that in the text.

The sixth agency initiative is to expand existing trail system to improve connectivity. Discussion ensued. Mr. DeLuce updated the Board on the options related to the railroad crossing. Mr. Weiss reported that most of the circular paths have been completed. It was a consensus to move forward with initiative number sixth.

The seventh agency initiative is to ensure equitable access to parks, facilities, and programming. Discussion ensued. Mr. DeLuce reported that the national trend ensure parks are accessible to everyone. It was consensus to move forward with initiative number seventh with the suggested additional ADA information in the text.

The eighth agency initiative is to maintain high standards for customer service. Discussion ensued. Ms. Moen reported that the needs assessment survey indicates that Park District staff does a good job. It was also a consensus by the Board to move forward with initiative number eight.

The ninth agency initiative is to improve environmental sustainability and resource conservation efforts. Discussion ensued. President Hays asked if it would be appropriate to mention Heritage Park in this section. Commissioner Kuhl inquired about recycling. Mr. Olson updated the Board on a recent recycling survey and the current recycling program. Commissioner Miller suggested including information about the pollinator gardens. It was also a consensus by the Board to move forward with initiative number nine with the suggested changes.

The tenth agency initiative is to promote and encourage public input. Discussion ensued. Mr. DeLuce stated that staff will work to improve in this area. President Hays suggested holding meetings in different parks to be proactive and find out how things are going. It was also a consensus by the Board to move forward with initiative number ten with incorporating meetings as suggested.

Ms. Moen reported that the final item staff is seeking Commissioners feedback on is the Vision Statement. She stated that a vision statement is aspirational and helps guide future goals. Ms. Moen reported that the department heads felt that that the mission statement was still good. However, the vision statement needs to be updated. The department heads proposed the following vision statement: The vision of the Champaign Park District is to strive for excellence in serving the recreational needs and well-being of our community. Discussion ensued. After discussion, it was the consensus of the Board to re-write the vision statement and include the words “active healthy living” within the statement.

The Board thanked the Planning staff for its work on the Comprehensive Plan.

Mr. DeLuce reported that the next project will be completion of the strategic plan. He distributed an Introduction Questionnaire to the Commissioners and Officers to complete and return by February 27, 2019.

Mr. DeLuce thanked Mr. Weiss, Ms. Moen, and Ms. Williams for their hard work on the Comprehensive Plan.

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 Kuhl. The motion passed 4-0 and the meeting was adjourned at 6:59 p.m.

Craig W. Hays, President

Cindy Harvey, Secretary