

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

April 10, 2019

REGULAR BOARD MEETING

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, April 10, 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, 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, Dan Olson, Director of Operations, Jameel Jones, Director of Recreation, Tammy Hoggatt, Director of HR, IT and Risk, and Andrew Weiss, Director of Planning.

Eleanor Blackmon, Assistant City Engineer for the City of Champaign, manager of the Boneyard Creek project, and responsible for sanitary sewer and drainage, was in attendance.

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 March 2019. 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 2019. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Executive Director's Report

Project Updates

Mr. DeLuce distributed a list of project updates to the Board, which includes projects for FY20. Mr. DeLuce also distributed a draft of the 2019-2022 Strategic Plan. He stated that the timeline for the Strategic Plan is to discuss it at the April 24, 2019 meeting and present it for approval at the May 8, 2019 Regular meeting. Mr. DeLuce reported that the plan includes the Board priorities. He asked the Board to review the document and let staff know if they have any suggested revisions or comments.

General Announcements

Mr. DeLuce announced that the Champaign-Urbana Special Recreation Awards Banquet will be held at 6 p.m. on April 22, 2019 at the Hilton Garden Inn and the Douglass Seniors Lifetime Awards program at 4:30 p.m. on April 25, 2019 at the Hilton Garden Inn. He also announced that the Champaign Rotary Club is hosting an Action Auction on May 31, 2019 at the I Hotel. Martens Center is a beneficiary. He reported that to date approximately \$10,000 dedicated to the Park District by WGRC, Inc. also \$25,200 from Busey will go through that process. Mr. DeLuce discussed the total amount that could possibly be raised. He reported that a part of the process requires recipients of funds to sponsor two tables, which the Champaign Parks Foundation agreed to do. However, since

that time Champaign Foundation Board Member, Patrick Harrington, agreed to sponsor the two tables. Mr. DeLuce invited Park Board members to attend the event.

Committee Reports

Champaign Parks Foundation

Commissioner Miller reported that Tom Whooley will resign after the May meeting. Commissioner Miller reported that two new members will be recommended to the Park Board for approval at the May 8, 2019 Regular meeting.

Report of Officers

Attorney's Report

Attorney Hall reported that he is working on a number of different Park District projects.

President's Report

President Hays thanked Commissioners Kuhl, Solon and Miller for attending the Champaign Parks Honors event.

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 Regular Board Meeting, March 13, 2019

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

New Business

Approval of Disbursements as of March 13, 2019

Staff recommended approval of disbursements for the period beginning March 13, 2019 and ending April 9, 2019.

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning March 13, 2019 and ending April 9, 2019. The motion was seconded by Commissioner Miller. 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 of a Contract for the Sale and Purchase of Real Estate

Attorney Hall reported that Tina Daniel, Vice President of Human Kinetics, will be notified for her signature after the contract is approved. He stated that the process also includes completion of IDNR documents which will be completed by Mr. Weiss. Attorney Hall reported that the title is being finalized and that the replat has been completed. He stated that the closing date has tentatively been scheduled for May 6, 2019 which will be within the 90 days' timeframe indicated by IDNR.

Commissioner Kuhl made a motion to approve a contract for sale and purchase of the Human Kinetics Park property. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of an Agreement with CliftonLarson for Auditing Services for FYE19

Ms. Wallace reported that staff recommends extending the audit engagement with CliftonLarsonAllen through the audit of the financial statements for the fiscal year ending April 30, 2019 for the Champaign Park District and the Champaign Parks Foundation. She stated that the audit fee for the Park District will be \$20,300 and the audit fee and tax return prep for the Foundation will be \$7,575. Attorney Hall suggested that the audit services for the Foundation be approved by the Foundation Board as well. Ms. Wallace noted that the Foundation Board adopted a policy to use the same auditors as the Park District.

Commissioner Solon made a motion to approve retaining CliftonLarsonAllen to conduct the audit of the financial statements for the fiscal year ending April 30, 2019 for the Champaign Park District and the Champaign Parks Foundation. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of an Agreement with Nyhart for Actuarial Valuation Services for FY19-FY20

Ms. Wallace reported that the need for an agreement for actuarial valuation services is a result of a new governmental accounting standard effective for the current fiscal year. She stated that when an employee retires from the Park District they have an option to continue on the health insurance and pay 100% of that cost until they are Medicare eligible. Once Medicare eligible, there is a supplemental plan under which the employee can be covered at 100%. Ms. Wallace reported and discussed the costs and reduced rates that the retiree pays. She stated that the retirees receive a benefit from being on a larger number of members plan. Ms. Wallace updated the Board on the current and former retirees along with spouses utilizing the plan. Ms. Wallace stated the full valuation will be effective for FY2019 and then every other year an updated conducted at a lesser rate. Discussion ensued about the impact of the benefit to the Park District. It was the consensus of the Board that staff research the matter further and also follow up with the City of Champaign on his matter as well.

Commissioner Miller made a motion to authorizing the Executive Director execute a Service Agreement with The Howard E. Nyhart Company for the two fiscal years ending April 30, 2019 and 2020. The motion was seconded by Commissioner Kuhl. The motion passed 5-0.

Approval of an Agreement with Micro Systems International, Inc.

Ms. Hoggatt reported that staff was pleased with the services provided by Micro Systems International, Inc. She stated that staff recommends approval of an agreement for a one year period at the rate of \$2,562.50 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 \$2,562.50 per month. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of an Agreement with Developmental Services Center (DSC)

Mr. Olson presented the report. He reported that this has been a good program. He noted that staff is recommending a not to exceed amount of \$20,000 for the 2019 and 2020 fiscal years. Discussion ensued. Commissioner Kuhl commented that this is a great program and that the participants serve a need. However, she expressed concern about a 7% increase the second year of the agreement. Mr. Olson discussed reasons for the proposed increase, including increases in wages and transportation of workers. After discussion, there were no objections from the Board with making a motion to approve the agreement with 3% increases for fiscal years 2019 and 2020. If this is unacceptable for the second year, the agreement will need to be presented to the Board for reconsideration.

Commissioner Kuhl made a motion to approve an agreement in an amount not to exceed \$20,000 at 3% for the 2019 and 2020 fiscal years recommends approving the revised agreement between DSC and the Park District and authorizing the Executive Director. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of Bid for the Bresnan Meeting Center HVAC Replacement

Mr. Olson presented the report. He reported that the HVAC replacement is for the Bresnan Meeting Center. Discussion ensued relating to grants and the warranty on the HVAC system. Mr. Olson reported that there are no grants available at this time and that the warranty information will be forwarded to the Board.

Vice President McMahon made a motion to accept the lowest responsible bid that meets all specifications from A & R Mechanical, in the amount of \$124,940 and authorize the Executive Director to enter into a contract for this work. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of a Maintenance Agreement with Carle for the Carle at the Fields Trail

This item was tabled until the April 24, 2019 Special meeting.

Approval of Intergovernmental Agreement for Bristol Park with the City of Champaign

Mr. Weiss presented the report. Attorney Hall stated that the snow schedule issues have been resolved by the City and the Park District.

Commissioner Kuhl made a motion to approve an Intergovernmental Agreement between the Park District and the City of Champaign for the Construction, Maintenance and Use of Facilities at Bristol Park. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of Champaign County Community Coalition Membership Dues

Mr. Jones presented the report. He reported that the Park District has been participating on the Executive Committee of the Champaign County Community Coalition for the past five years. This is the request for the annual renewal to the Committee. The Park District continue to offer joint programs, most notably the midnight basketball program. Mr. DeLuce stated that the Park District is in the process of requesting funds for additional programs.

Commissioner Solon made a motion to approve the disbursement of \$5,000 for 2019 Membership dues for staff to serve on the Executive Committee of the Champaign County Community Coalition. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Old Business

None.

Discussion Items

None.

Comments from Commissioners

Commissioner Kuhl expressed concern about the water problem over the sidewalk near the playground. Mr. Weiss discussed the issue and addressed the ways that staff is attempting to correct the problem. Ms. Blackmon updated the Board on the watershed area and the upgraded sewer on the east side of the park.

President Hays asked when the orange fencing will be removed in West Side Park. Mr. Weiss stated that it will take place in May.

Commissioner Solon asked about the timeframe for re-landscaping the "Tootsie" statute in West Side Park. Mr. Olson stated that he will follow up and let the Board know.

Commissioner McMahon asked about the Senior Softball concerns. Mr. DeLuce stated staff is working with the seniors on addressing the concerns.

Executive Session

Commissioner Solon 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 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.

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 8:13 p.m.

Approved

Craig W. Hays, President

Cindy Harvey, Secretary