

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

November 14, 2007

PUBLIC HEARING

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, November 14, 2007 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and pursuant to notice duly published November 2, 2007. President Kuhl presided over the Hearing.

Present: President Barbara Kuhl, Vice President Jane Solon, Commissioners Newton Dodds, Alvin Griggs and Joseph Petry, Treasurer Gary Wackerlin, and Attorney Guy Hall

Staff present: Bobbie Herakovich, Executive Director/Secretary, Jan Plotner, Director of Finance, Joe DeLuce, Director of Recreation, Jim Spencer, Director of Operations, Laura Auteberry, Marketing & Development Director, and Mary McGrew, Human Resources Manager

Other staff were present as well as members of the public.

President Kuhl reported that the purpose of the public hearing was to receive comments on the intent to issue \$975,000 in General Obligation Bonds.

President Kuhl called for comments from the public. There were no public comments received.

Adjourn

Commissioner Dodds made a motion, seconded by Vice President Solon to adjourn the Public Hearing. The motion passed 5-0 and the Public Hearing was adjourned at 7:02 p.m.

REGULAR MEETING

Call to Order

President Kuhl called to order the Regular Board Meeting immediately following the Public Hearing, pursuant to notice duly given to all parties entitled thereto. President Kuhl presided over the meeting.

Upon roll call, the Commissioners, Officers and staff present at the Public Hearing were in attendance at the Regular Meeting as well as other staff members and members of the public.

Comments from the Public

None

Communications

President Kuhl circulated the correspondence.

Treasurer's Report

Consideration of Acceptance of the Treasurer's Report for the October 2007

Treasurer Wackerlin presented the Treasurer's Report for the month of October 2007. He stated that the Park District's finances have been reviewed, found to be in order and he recommended acceptance of the report.

Commissioner Petry made a motion, seconded by Vice President Solon to accept the Treasurer's Report for the month of October 2007. The motion passed 5-0

Executive Director's Report

Volunteer of the Month

Ms. Flint reported that the Volunteer of the Month for October was Benoit Collard, a Youth Soccer Coach. She stated that Mr. Collard has served as a soccer coach for several years and exemplifies the philosophy of the Youth Sports program, demonstrating the importance of fun and sportsmanship in the development of youth players, and that he brings passion and knowledge to the game and infuses his players with these attributes. She presented Mr. Collard with a Certificate of Appreciation, a Park District bag of goodies and a gift certificate to Dick's Sporting Goods.

Updates

Ms. Herakovich reported that the Parade of Lights will be held on Saturday, December 1, 2007 and that staff is in need of a Commissioner to serve as a judge and to ride in the Park District's trolley.

Ms. Herakovich reported that the Park District has received the preliminary bid specifications for Porter Park from Land Design Collaborative but not the trails plan. Ms. Herakovich reported that she hopes to have the plan from PROS Consulting in time for the November 28, 2007 Study Session meeting.

Ms. Herakovich reported that a meeting to discuss Scott Park was held and that all parties are looking at different design options. She stated that the meeting went well and construction on the Boneyard Creek section is expected to begin in the summer or fall of next year.

Ms. Herakovich reported that the Duck Race will be held at Sholem Aquatic Center in the lazy river. She stated that staff is working on a memorandum of understanding and will allow use of Sholem at the non profit rate of approximately \$600. Ms. Herakovich asked if this item should be brought back to the Board for consideration.

Ms. Herakovich reported that the initial visioning meeting with developers held in downtown Champaign went well. She stated that another meeting will be held in January. Ms. Herakovich reported that staff was putting a list together of the Park District's priorities.

Report of Officers

Attorney's Report

None

President's Report

None

Consent Agenda

President Kuhl stated Consent Agenda items were items that had been discussed at a Study Session meeting or were considered routine in nature. These items were:

1. Minutes of the Public Hearing and the Regular Board Meeting, October 10, 2007
2. Minutes of the Study Session Meeting, October 24, 2007
3. Consideration of Approval Inserting Joseph Petry as Delegate, Barbara Kuhl as 1st Alternate and Bobbie Herakovich as 2nd Alternate on the IPRA/IAPD Conference Credentials Certificate
4. Consideration of Approval Awarding a Bid for Concrete Repairs to Duce Construction in the amount of \$47,924
5. Consideration of Approval Awarding a Bid for the Kaufman Bridge Revetment Mat to Feutz Contractors for an amount not to exceed \$25,408.
6. Consideration of Approval of a Resolution Adopting Revisions to the Personnel Manual

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

Action Items

Consideration of Acceptance of the 2006-07 Annual Audit

Ms. Plotner reviewed the status of the audit document and stated that there is still work to be finished on staff's part in regard to the Management Discussion and Analysis Letter, which is a required part of the audit. She reviewed the preliminary Management Letter which was drafted by the auditors, and discussed some of the internal control issues pointed out in the document.

Staff will be reviewing this letter in more detail with the auditors, and determining how to handle these issues in the future. She stated that staff would like to table this item and present it to the Board for consideration at a Special Board Meeting on November 28, 2007 at 5:00 p.m.

Ordinance No. 524: An Ordinance Amending Ordinance No. 520 Prescribing Rules for the Conduct of the Business of the Champaign Park District

Ms. Herakovich reported that Ordinance No. 524 set the spending amount for the Director of Finance at the same level as department heads. She stated that staff recommended that the Board adopt Ordinance No. 524 which amends Ordinance No. 520, prescribing rules for the conduct of business of the Park District clarifying levels of staff purchasing authority.

Vice President Solon made a motion, seconded by Commissioner Griggs to adopt Ordinance No. 524 amending Ordinance No. 520 prescribing rules for the conduct of the business of the Champaign Park District. The motion passed 5-0.

Consideration of Approval of a Request to Name the Dog Park

Ms. Herakovich reported that this item was discussed at a Study Session and that staff was requesting Board approval to move forward with naming the dog park after the Marmion family and setting a level of donation required.

Discussion ensued. It was the consensus of the Board that the Marmion family be required to raise at least 51% of the actual cost of the dog park for naming rights.

Commissioner Petry made a motion, seconded by Commissioner Griggs to accept the proposal on behalf of the Marmion Family agreed to by the Board with the understanding that the Family raise at least 51% of the actual cost of the dog park. The motion passed 5-0.

Honorary Commissioner Nomination for the December Board Meeting

Ms. Herakovich suggested that the Board designate Lou Liay as Honorary Commissioner. She reported that Mr. Liay is the first chair of the Champaign Parks Foundation and has served in this capacity for the last two years. She reported that Boeren Russo Construction and Architectural Spectrum will be presented with Building Champaign Parks Awards.

Commissioner Dodds made a motion, seconded by Commissioner Griggs to nominate Lou Liay as Honorary Commissioner. The motion passed 5-0.

New Business

Consideration of Approval of List of Bills for October 2007

Treasurer Wackerlin presented the list of bills for October 2007 for payment for Board approval.

Commissioner Dodds made a motion, seconded by Commissioner Griggs to approve the list of bills for October 2007 for payment. The motion passed 5-0.

Consideration of Approval to Pay off 2006 Bond Issue

Staff recommended Board approval to pay off of the 2006 bond issue. The payment of \$1,012,823 is due November 30, 2007.

Commissioner Dodds made a motion, seconded by Commissioner Griggs to approve the pay off of the 2006 bond issue in the amount of \$1,012,823. The motion passed 5-0.

Consideration of Approval Awarding a Bid for \$975,000 in General Obligation Bonds

Staff recommended accepting the low bid on the proposed \$975,000 bonds issue from Busey Bank at 3.64% with a \$500 registrar fee.

Commissioner Petry made a motion, seconded by Commissioner Dodds to accept the low bid from Busey Bank at 3.64% with a \$500 registrar fee for the General Obligation Bonds. The motion passed 4-1, with President Kuhl abstaining.

Consideration of Ordinance No. 522: Bond Ordinance

Ms. Herakovich recommended that the Board adopt Ordinance No. 522, authorizing the issuance of \$975,000 in General Obligation Bonds.

Commissioner Griggs made a motion, seconded by Commissioner Petry to adopt Ordinance No. 522: Bond Ordinance. Upon roll call vote, the vote was as follows: Commissioner Petry - yes; Vice President Solon - yes; President Kuhl – yes; Commissioner Dodds – yes; and Commissioner Griggs - yes. The motion passed 5-0. A copy of Ordinance No. 507 is attached to the minutes.

Consideration of Ordinance No. 523: Tax Levy Ordinance

Ms. Herakovich recommended that the Board adopt Ordinance No. 523: An Ordinance to Levy Property Taxes in the amount of \$9,325,637 for Fiscal Year beginning May 1, 2008 and ending April 30, 2009.

Vice President Solon made a motion, seconded by Commissioner Griggs to adopt Ordinance No. 523. Upon roll call vote, the vote was as follows: Commissioner Petry – yes; Vice President Solon – yes; President Kuhl –yes; Commissioner Dodds – yes; and Commissioner Griggs - yes. A copy is attached to the minutes.

Consideration for a new Telephone System and Hardware

Staff recommended purchasing a new telephone system along with the hardware utilizing GSA pricing and contracting with our current provider for installation and service.

Commissioner Dodds made a motion, seconded by Vice President Solon to approve purchasing a new telephone system along with the hardware utilizing GSA pricing and contracting with Champaign Telephone Company for installation and service in an amount not to exceed \$65,000.00. The motion passed 5-0.

Old Business

Authorization to Proceed with Contract for Architectural Services for the Virginia Theatre

Ms. Herakovich reported that staff is requesting Board authorization to proceed with the proposal from Westlake, Reed, Leskosky for Architectural Services for the Virginia Theatre for \$84,400 as allocated in the FY 07-08 Capital Budget.

In response to questions raised by Commissioner Dodds, Mr. Spencer responded that the \$84,400 was based on complete design through construction. The fee is based on 8.25% of the actual construction cost. Mr. Spencer stated that the four projects would be completed as funds allowed. Mr. Spencer reported that \$84,400 in architectural fees was for the construction of four projects: the marquee, box office, doors and concession stand. He stated that the projects total \$900,000.

President Kuhl questioned the projects chosen, especially the visual changes proposed to the front versus the auditorium. She stated that she feels that the marquee should be the last thing changed because it may give the perception that the Virginia Theatre has changed. President Kuhl stated that she was concerned with projects chosen based on funds available.

Mr. Spencer stated that the marquee was slowing degenerating. He stated that it may be a good time for the Board and staff to revisit the master plan to see if the current master plan is still supported.

Commissioner Dodds made a motion, seconded by Vice President Solon to authorize staff to proceed with a contract with Westlake, Reed, Leskosky for Architectural Services for the Virginia Theatre for \$84,400.0 The motion passed 4-0.

Items for Discussion

None

Comments from Commissioners

Commissioner Griggs commented that Wheeling Park District used PROS Consulting and that PROS was late in getting the final report to them. He stated that Wheeling has a water park and diving well and that it is doing well.

Ms. Herakovich reported that Park District is not eligible to apply for the Home Town Governor's Awards. She stated that staff will look into applying jointly with the City of Champaign.

Adjourn

There being no further business to come before the Board, Commissioner Dodds made a motion, seconded by Vice President Solon to adjourn the meeting. The motion passed 4-0 and the meeting was adjourned at 7:33 p.m.

Approved:

Barbara J. Kuhl, President

Bobbie Herakovich, Secretary