

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

**August 13, 2008**

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, August 13, 2008 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Kuhl presided over the meeting.

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

Absent: Vice President Jane Solon

Staff: Bobbie Herakovich, Executive Director/Secretary, Jan Plotner, Director of Finance, Jim Spencer, Director of Operations, Laura Auteberry, Marketing and Development Director, Terri Gibble, Park Planner, and Cindy Harvey, Administrative Assistant

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

**Call to Order**

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

**Comments from the Public**

There were no comments from the public.

**Communication**

President Kuhl circulated the communication.

**Treasurer's Report**

Consideration of Acceptance of the Treasurer's Report for the Month of July

Treasurer Wackerlin presented the Treasurer's Report for the month of July 2008. He stated that the Park District's finances have been reviewed and found to be in appropriate order.

Commissioner Petry made a motion, seconded by Commissioner Dodds to accept the Treasurer's Report for the month of July 2008. The motion passed 4-0.

**Executive Director's Report**

Volunteer of the Month

Rod Flowers was chosen as volunteer of the month for August. Ms. Flint reported that Mr. Flowers was chosen for his assistance at Gus Macker Basketball Tournament, where his volunteer hours totaled over 30 hours in 3½ days. He was presented a certificate of appreciation, gift certificate and bag of goodies from the Park District.

Updates

Ms. Herakovich distributed copies of the new bicycle map to the Board.

Ms. Herakovich reported that the Downtown Festival of the Arts will be held on Saturday, August 16, 2008 from 11 a.m. to 8 p.m. She also reported that a Downtown Festival of the Arts Gala will be held on Friday, August 15, 2008 at 7:30 p.m. at the Virginia Theatre.

Ms. Herakovich asked Board members to let her know if they would be interested in riding in a vehicle in the Holiday of Lights Parade on December 6, 2008. She also asked the Board members if they wanted to invite the City Council members to ride in the vehicle in the parade.

Ms. Herakovich reported that the next special event, Shakespeare in the Park will be held September 18-20, 2008 at Hessel Park.

She congratulated all staff for their team efforts during summer special events and programs, especially Katie Flint, Special Events Manager.

#### Intern

Ms. Herakovich introduced David Genty, intern from Illinois State University.

Mr. Genty reported that he has been working on the Cultural Consortium project. He stated that the Cultural Consortium, made up of different arts organizations in Champaign County, was formed in 1996. He reported that the Cultural Consortium activities peaked in 2001 with 45 individuals and has since dwindled. Mr. Genty stated that the future plan is to renew the membership and activities of the Cultural Consortium.

Ms. Herakovich reported that Mr. Genty shadowed her today which included going through her out box and disseminating information. She stated that Mr. Genty's decision making process was one of the best that she has seen.

Ms. Herakovich reported that the Champaign Parks Foundation account has a balance of \$552,511. She stated that the fundraising event that was to be planned by the Marmion Family may or may not happen.

Ms. Herakovich reported that she sent a letter about Off Track Betting funds to Peter Murphy, IAPD, which she shared with President Kuhl.

#### **Attorney's Report**

Attorney Hall presented for Board approval Ordinance No. 531: An Ordinance Annexing Territory Territory (2701 North Market Street) into the Champaign Park District.

Commissioner Griggs made a motion, seconded by Commissioner Dodds to adopt Ordinance No. 531, annexing territory into the Park District. The motion passed 4-0.

#### **President's Report**

None

#### **Consent Agenda**

President Kuhl stated that 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 Joint CPD/City Meeting, March 26, 2008
2. Minutes of the Study Session Meeting, June 25, 2008
3. Minutes of the Closed Session Meeting, June 25, 2008
4. Minutes of the Joint CPD/UPD Meeting, June 25, 2008
5. Minutes of the Study Session Meeting, July 2, 2008
6. Minutes of the Regular Board Meeting, July 9, 2008
7. Minutes of the Study Session Meeting, July 23, 2008
8. Minutes of the Closed Session Meeting, July 23, 2008
9. Awarding a Bid for a Mobile Stage System, including Alternates 1, 2, 3, and 4, to Wenger Corporation in the bid amount of \$102,994.00
10. Awarding a Bid to Southern Bus and Mobility from the State Bid Purchase Price plus additions in the amount of \$38,611.00.

11. Rejecting all Bids and Re-Bidding a Mini Van in August when 2009 pricing is available to potential vendors
12. Awarding a Bid to Purchase a Chipper to Vermeer Sales in the bid amount of \$40,100.00
13. Awarding a Bid to Replace Concrete at Various Locations to Shaw Brothers Contract to for an amount not to exceed \$55,000.00
14. Awarding a Bid for waterline additions and replacements for Projects 2 and 3 at West Side Park and Projects 4 and 5 at Morrissey Park to Berry's Garden Center, Inc. in the bid amount of \$32,700.00
15. Authorizing the Executive Director to execute the contractual agreement for cleaning services at the Douglass Community Center with Environmental Solutions and Services, Inc. for one (1) year in the amount of \$24,000.00

Commissioner Dodds made a motion, seconded by Commissioner Griggs to approve the Consent Agenda. The motion passed 4-0.

### **Action Items**

#### Consideration of Approval of a Contract with Hitchcock Design Group

Ms. Herakovich reported that staff recommended Board approval authorizing the Executive Director to execute the contract with Hitchcock Design Group for the Scott Park Redevelopment Project.

Commissioner Dodds expressed his concerns about the Park District paying \$45,000 to Hitchcock Design Group. Ms. Gibble stated that the cost includes the conceptual design, reconfiguration of amenities, construction drawings, and specifications up to the bidding process.

Commissioner Dodds stated that he has a hard time spending \$45,000 to redesign four acres.

Discussion ensued. President Kuhl stated that she agreed with Commissioner Dodds comments and expressed her desire for the City of Champaign to use the same firm to ensure continuity.

Commissioner Griggs made a motion, seconded by Commissioner Petry to approve the contract with Hitchcock Design Group. The motion passed 3-1, with Commissioner Dodds opposed.

#### Consideration of Approval of a Flexible Spending Account Plan

Ms. Herakovich reported that she emailed the Board with responses to questions that were raised at the August 27, 2008 Study Session regarding the flexible spending account plan. She stated that staff recommended Board approval of the Flexible Spending Account plan for medical and child care expenses.

Commissioner Petry made a motion, seconded by Commissioner Griggs to approve the Flexible Spending Account Plan. The motion passed 4-0.

#### Consideration of Approval of a Sports Philosophy Policy

Ms. Herakovich reported that staff made revisions to the Sports Philosophy Policy addressing concerns that were raised at the August 27, 2008 Study Session. She stated that staff recommended Board approval of the Sports Philosophy Policy.

President Kuhl requested that in the future amended documents be presented highlighting the revisions.

Commissioner Petry made a motion, seconded by Commissioner Griggs to approve the Sports Philosophy Policy. The motion passed 4-0.

#### Consideration of Approval of the Finalization and Prioritization of Strategic Plan Goals

Ms. Herakovich presented a draft of strategic plan priorities and action items for Board consideration.

The Board reviewed the draft priorities and actions. After discussion, revisions include: adding Kaufman Lake as a park to visit and consider options for renewal; correcting the Porter Park name to read "Robert

C. Porter Family Park;" deleting the word "current" and adding the word "future" in priority #5 to read "Conduct an indoor space feasibility study for recreation center which would provide for future indoor recreational needs of our residents of all ages;" revising priority #6 to create a generic statement as opposed to the current statement , "provide for indoor recreational space for persons with disabilities as a joint collaboration of the Champaign and Urbana Park District Special Recreation program."

Priority #7, "continue to identify long term funding options for the continued renovation and operation of the Virginia Theatre" was acceptable as written. Ms. Herakovich reported that the next step would be to integrate into staff's work plan, meet with the Finance Task Force, and develop goals for a long range financial plan.

Commissioner Dodds expressed his concern about the proposed addition of trails, but not developing a maintenance plan for the upkeep of those trails. He suggested adding a statement addressing the obligation to maintain existing trails.

President Kuhl noted that there are two documents; a strategic vision for the next few years and goals for the Executive Director, which will need to be more specific. She expressed the need to create a policy for standardization of existing parks.

Discussion ensued about priority #1 regarding the trails systems. Ms. Herakovich reported that additional actions will be added after the trails plan has been finalized. Commissioner Petry noted that the priorities do not address further park space and how to acquire it.

Commissioner Griggs made a motion, seconded by Commissioner Petry to approve the Park District priorities focusing on the priorities for 2008-09 with the changes as discussed and to review the priorities annually. The motion passed 4-0.

## **New Business**

### Consideration of Approval of List of Bills for July 2008

Ms. Herakovich reported that staff recommended that the List of Bills for July 2008 for Board approval.

Ms. Plotner reported that staff was questioning AmerenIP about the gas bill because the bill for two months was higher than it was last year for Sholem Aquatic Center.

Commissioner Dodds made a motion, seconded by Commissioner Griggs to approve the list of bills for July 2008. The motion passed 4-0.

### Consideration of Approval of Professional Services Agreement for Legal Counsel

Ms. Herakovich reported that staff recommended approval of the Professional Services Agreement for Legal Counsel. She stated that the Park District is spending more because it is doing more and that Attorney Hall has donated time in the amount of \$8,000.00.

In response to a question by Commissioner Petry, Ms. Herakovich responded that correspondence was sent to the Board regarding increases in fees and service.

Commissioner Dodds made a motion, seconded by Commissioner Griggs to approve the Professional Services Agreement for Legal Counsel. The motion passed 4-0.

### Consideration of Adoption of Ordinance No. 532: Providing for Disposal of Personal Property

Ms. Herakovich reported that staff recommended that the Board adopt Ordinance No. 532: An Ordinance Providing for Disposal of Personal Property owned by the Champaign Park District, which will allow staff to dispose of one 1992 Wenger Model 88A1 Showmobile and one Dodge Ram 350 15 Passenger Van.

Commissioner Dodds made a motion, seconded by Commissioner Griggs to adopt Ordinance No. 521. The motion passed 4-0.

### Consideration of Approval of Bids for Phase I of Porter Park

Mr. Spencer reported that bids were advertised and let for the first phase of Porter Park. Staff recommended approval of Option #2, awarding the contract for the work described in the bid to the low bidder, Feutz Construction for the base bid plus Alternates 1, 2, and 4 (if the Board approved the agreement with Fountain Head Drainage District) for a total cost of \$1,048,204.70.

Discussion ensued about the scope of work, amount budgeted for this project, grant funding and an agreement with Fountain Head Drainage District.

Commissioner Griggs made a motion, seconded by Commissioner Dodds to approve awarding the low bid to Feutz Construction at a cost of \$1,048,204.70. The motion passed 4-0.

### Consideration of Approval of a Request for Batting Cages at Zahnd Park

Ms. Herakovich reported that a group of baseball enthusiasts wants to build batting cages for youth practice at Zahnd Park. She stated that staff recommended approval with the condition that the group raise the full amount of \$22,000.00 prior to any construction.

Commissioner Dodds made a motion, seconded by Commissioner Griggs to approve the request for batting cages at Zahnd Park. The motion passed 4-0.

### Consideration of Approval of a Request from CUYF for Storage

Ms. Herakovich reported that Central Illinois Youth Football has requested park space to build a storage facility.

Discussion ensued. Commissioner Dodds stated that his company has participated in building storage space, however, he feels that the group is asking for too much space.

Commissioner Petry stated that he is not a huge fan of taking park space for storage. President Kuhl stated that she agrees and that Zahnd Park has growth potential with which a storage facility might interfere.

After discussion, Commissioner Griggs made a motion, seconded by Commissioner Petry to table this item to a later date for further discussion. The motion passed 4-0.

## **Old Business**

### Trails Plan Priorities

Ms. Gibble presented staff's opinion of trails plan priorities. She stated that the report includes a list of proposed priorities; considerations used to determine priorities; different categories of paths; suggested priorities with assigned responsibilities for completion; and the length of miles.

Ms. Herakovich commented that there is a significant volume of information and recommended that staff and Commissioners spend time considering locations and priorities and how they feed into the Park District's strategic plan.

Commissioner Dodds expressed his concern about not making plans to take care of existing trails.

President Kuhl suggested that this item be put on an Study Session agenda for discussion. She suggested that the Board focus on the high priorities shown in green. She also voiced her concern about putting paths in small parks.

Ms. Gibble commented that as part of the trails plan, the intent is to divide the list into those trails that accomplish the trails plan and those additions which make parks more accessible. She suggested that the Board review the proposed priorities and provide staff with any comments. Ms. Gibble stated that there are some omissions that have to be added later and minor layout issues that need to be corrected.

President Kuhl suggested that the Board visit and examine the trails before the next Study Session.

#### Johnston Park Path Design

Ms. Gibble presented and reviewed the proposed Johnston Park path design. She reported that the residents requested that a drinking fountain be added. The park is approximately 14.9 acres.

#### **Discussion Items**

None

#### **Comments from Commissioners**

None

#### **Closed Session**

Commissioner Petry made a motion, seconded by Commissioner Griggs to convene into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS, Par. 120/2(c)(1) for the discussion of the appointment, employment, compensation, discipline, dismissal, performance, or personnel status of employees, officers and legal counsel for the park district, Par. 120/2(c)(5) the purchase or lease of real property for the use of the public body, and Par. 120/2( c) (6) the setting of a price for sale or lease of property owned by the public body. Upon roll call vote, the vote was as follows: Commissioner Petry – yes; President Kuhl – yes; Commissioner Dodds – yes; and Commissioner Griggs. The motion passed 4-0.

#### **Return to Regular Meeting**

Following the adjournment of the Closed Session, the Board reconvened in open meeting.

#### **Closed Session Items - Action**

##### Consideration of Approval of Goals for FY-08-09 for Executive Director

There was no action taken on this item as the Board continues to consider the matter.

#### **Adjourn**

There being no further business to come before the Board, Commissioner Petry made a motion, seconded by Commissioner Dodds to adjourn the meeting. The motion passed 4-0 and the meeting was adjourned at 8:00 p.m.

Approved:

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Barbara J. Kuhl, President

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Bobbie Herakovich, Secretary