

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

February 10, 2010

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, February 10, 2010 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Solon presided over the meeting.

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

Staff: Bobbie Herakovich, Executive Director/Secretary, Joe DeLuce, Director of Recreation, Jan Plotner, Director of Finance, Jim Spencer, Director of Operations, Laura Auteberry, Marketing and Development Director, Terri Gibble, Park Planner, Tammy Hoggatt, Human Resources Manager, Tony Oligney-Estill, Special Events Manager, and Cindy Harvey, Administrative Assistant

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

Call to Order

President Solon called the meeting to order.

Comments from the Public

None

Communications

President Solon circulated the communications.

Treasurer's Report

Consideration of Acceptance of the Treasurer's Report for the Month of January 2010

Treasurer Wackerlin presented the Treasurer's Report for the month of January 2010. He stated that the Park District's finances have been reviewed and found to be in appropriate order.

Commissioner Dodds made a motion to accept the Treasurer's Report for the month of December 2009. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Executive Director's Report

Volunteer of the Month

Mr. Oligney-Estill reported that Jim Gadbury was chosen as Volunteer of the Month. He stated that Mr. Gadbury been a volunteer coach for CUSR's men's basketball team for over 9 years. Mr. Gadbury attends all practices, games and tournaments, and takes an individual interest in all of the players. He was presented with a Certificate of Recognition and a bag of goodies.

Mr. Gadbury thanked the Park District for providing the opportunity, not only for the athletes, but for people like him to be involved in programs. He stated that it was very rewarding. The Board thanked Mr. Gadbury for his efforts.

IAPD/IPRA Conference Update

Ms. Herakovich reported that nine staff and two Commissioners attended the 2010 IAPD/IPRA Annual Conference. She stated that the Park District continues to be a leader in the state. Mr. DeLuce presented a session on internal customer service and she presented a session on universal design. Ms. Herakovich reported that President Solon and Commissioner Petry attended the conference. Commissioner Petry is now the vice-chairman of Illinois Association of Park Districts Board and will become the chairman of the Board in the next couple of years. She thanked the Board for allowing staff to attend the conference. Ms. Herakovich reported that the Park District was awarded first place for the Parade of Lights poster. She

stated that it is a compliment to the marketing staff; Laura Auteberry, Lisa Sprinkle, and Katie Denight (the graphics designer).

Cooperative Agreement for Electricity

Ms. Herakovich reported that the Park District entered into a cooperative agreement for electricity. She stated that assuming staff's calculations are correct; the Park District could realize a savings of \$27,000 per year.

National Legislative Forum

Ms. Herakovich reported that plans are underway for the National Legislative Forum in Washington, D.C. from March 17-19, 2010. She stated Commissioners are invited to attend. Ms. Herakovich reported that she is supposed to attend as a member of the Joint Legislative Committee. She stated that this Forum is a meeting event with members of Congress or their representatives from across the country which provides an opportunity to speak about national issues. Ms. Herakovich asked the Commissioners to let her know if they were interested in attending.

TIF District

Ms. Herakovich reported that the City of Champaign is starting to talk about the University Avenue TIF District which is about to expire. She stated that the City has a year to talk about the TIF District which it can renew for an additional 10 years. Ms. Herakovich reported that she will be meeting with City staff soon and will present information to the Board.

Voluntary Collaboration Update

Ms. Herakovich updated the Board on voluntary collaboration efforts. She reported that the City of Champaign created an open space task force on which Commissioner Kuhl has served. Ms. Herakovich stated that the task force has met from time to time for the past year, and under the oversight of the City developed a written recommendation for voluntary collaboration between the Park District and local developers regarding future parks. She reported that it is her understanding that there is little City Council support for a mandatory land dedication ordinance. She further stated that she believes that through the process the Park District has had some productive outcomes. She reported that the staff has had important discussions with developers and each has learned about the others' concerns, which has also enhanced the understanding of City Council members about Park District needs. Ms. Herakovich stated that Park District staff is better able to discuss park development with the City as subdivisions are being annexed, instead of at the later platting stage. This is helpful to developers and the Park District.

She also reported that the City has initiated its future land use map process. Future efforts will involve working with the City on a land use plan, which staff has been asked to review. When completed and adopted, Park District staff will have had an opportunity to provide input on a complete master plan for the community. She recommended that the Park District schedule a study session to discuss issues raised by developers that can enhance the relationship between them and the Park District. One such issue is that developers would like to be able to market the siting of future parks they may donate in order to enhance the salability of various developments. However, it is unclear how the Park District could accomplish this in the planning process. There has been discussion about how to complete a park master plan, and whether the Park District can utilize some of the City's technical resources since the Park District does not have suitable and comparable computer software.

Commissioner Griggs asked staff to share the information with the Champaign County Design & Conservation Foundation (CCDC). Ms. Herakovich stated that staff will share the information with that organization.

Space Inventory Study

Ms. Herakovich presented the Board with a space inventory study of all Park District facilities. She stated that in order to address enhancing, renewing or adapting an existing facility or adding a new facility, the Park District must know what it has and how many people it is serving. Ms. Herakovich reported that the

study was compiled by Andrew Weiss, Park Planner. She stated that it is a very thorough report that will allow the Board to see the different types of usage in each facility. Ms. Herakovich reported that the study will allow the Board to better understand Neil Strack's report in two weeks to address facility spending priorities.

Attorney's Report

None

President's Report

President Solon stated that staff suggests that the study sessions begin at 5:30 p.m. instead of 5:00 p.m. After discussion, Commissioner Kuhl made a motion to begin study sessions at 5:30 p.m. The motion was seconded by Commissioner Petry. The motion passed 5-0.

Consent Agenda

President Solon 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 Study Session Meeting, December 14, 2009
2. Minutes of the Regular Board Meeting, January 13, 2010
3. Minutes of the Closed Session Meeting, January 13, 2010
4. Approval of a Contract for Health Insurance with the City of Champaign

Commissioner Dodds made a motion to approve the Consent Agenda with corrections to the December 14, 2009 Study Session and January 13, 2010 Regular Board Meeting minutes. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Action Items

None

New Business

Consideration of Approval of List of Bills for January 2010

President Solon reported that staff requested Board approval of the list of bills for January 2010 for payment.

Commissioner Dodds made a motion to approve the list of bills for January 2010. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Consideration of Approval of Bid for Brochure Printing and Mailing

President Solon reported that staff recommended awarding the bid for brochure printing and mailing preparation to the lowest responsible bidder, Premier Print Group, in the amount of \$59,605.00.

Commissioner Dodds made a motion to award the bid for brochure printing and mailing to Premier Print Group in the amount of \$59,605.00. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Consideration of Approval of Authorization to Forward Abatement Certificate

President Solon reported that staff recommended approval of authorization to forward the Tax Abatement Certificate to the Champaign County Clerk which is necessary to remain in compliance with our Alternate Revenue Bond and Debt limitations.

Commissioner Dodds made a motion to approve authorization to forward the abatement certificate to the Champaign County Clerk. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Consideration of Approval of an Agreement for First Aid/CPR Services with Provena Regional EMS

President Solon reported that staff recommended Board approval of an agreement between the Park District and Provena Regional EMS for First Aid/CPR classes.

Commissioner Dodds made a motion to approve an agreement for First Aid/CPR classes with Provena Regional EMS. The motion was seconded by Commissioner Petry. The motion passed 5-0.

Old Business

Ms. Herakovich reported that the Park District will receive the Virginia Theatre bid plans and specifications February 11, 2010. Mr. Spencer stated that he received an electronic version of the plans and specifications.

Commissioner Griggs suggested implementing a time limit for public speakers who address the Board. Discussion ensued.

Commissioner Dodds made a motion to limit public speaking time to a maximum of five minutes. The motion was seconded by Vice President Griggs. The motion passed 5-0. Commissioner Dodds stated that at the discretion of the President or whomever is chairing the meeting the limit should be indicated to the people speaking. Ms. Herakovich stated that staff will write a policy on the time limit.

Discussion Items

Porter Park Update

Ms. Gibble stated that plans were included in the Board packet. She reported that Porter Park has been under construction for the past construction season. Ms. Gibble stated that Feutz Construction is the general contractor and that the work is approximately 90% complete. She reported that the remaining work includes site clean-up and overseeding of the site. She stated that the various types of natural areas planted throughout the site should be sprouting this spring. The natural areas will require about three years of nurturing to grow to their full potential.

Commissioner Kuhl suggested staff install signage to let people know that the area is a wetland and it will take some years to mature.

Ms. Gibble reported that staff is working with Hitchcock Design Group on details for Phase 2 of Porter Park. She stated that Phase 2 includes design of a nature-themed playground, a path around the pond, a bridge across the pond, interpretive signage which will include three signs, and access points to the pond which include rock outcroppings, a fishing pier and an overlook. She stated that not shown but included in the plan is a trail connection from Porter Park to the Pipeline Trail. Ms. Gibble reported that consideration is also being given to the future siting of a facility which could be an interpretive center.

Ms. Gibble reported that during the planning stage, the marketing staff is communicating with the neighborhood community. She stated that the staff is putting together a newsletter for the Porter Park neighbors and interest groups to get people excited about what is going on with the plans. She stated that staff is also trying to facilitate some interest in "Adopt-A-Park and "Adopt-A-Tree" programs. These programs are being initiated this year and will be ongoing.

Ms. Gibble reminded the Board that the Park District did not receive a grant for Phase 2 of Porter Park during the last grant cycle. She stated that the Park District will not apply for a grant due this summer but will apply for a grant next year. Ms. Gibble reported that if a grant is received the work will not start until 2012.

Commissioner Kuhl asked staff why the Park District was not applying for a grant this summer. Ms. Gibble stated that the Park District will apply for a grant for Boulder Ridge Park. She stated that Boulder Ridge was purchased with LAWCON funds and must apply for a development grant within five years of

purchase.

Ms. Gibble reported that beyond Phase 2, the work remaining includes construction of paths around the site, planting of trees as well as construction of a future facility which could be an interpretive center. She stated that if the Park District cannot afford to install a concrete path right away, mowing a path may be an interim solution.

Commissioner Dodds expressed his concerns about putting natural grasses to close too homes on the north end of Porter Park. He had expressed the same concern a year ago. Commissioner Dodds suggested that staff consider either moving the grass area or having a mow area at least 50 to 60 feet south of the property line to have adequate space.

Ms. Gibble stated that it has been suggested that the Park District have a mowed strip that is between the homeowners' property lines and the Park District's property. Although it is a good idea to have a break between Park District property and the residents' property, monitoring it would take a concerted effort on the Park District's part to make sure people do not try to incorporate the mowed area into their yards.

Discussion ensued. Staff will take Commissioner Dodds concerns into planning consideration.

Commissioner Dodds stated that a stone path could be installed. He noted that several communities have installed crushed limestone paths which are maintained very easily and make a good base if in the future a concrete path is installed. He stated that putting a limestone path on the whole north side would be a very easy thing to do. It is inexpensive and people can easily use it.

Commissioner Dodds stated that he noticed that there is no rip rap around the pond which is a rule for all pond development. Ms. Gibble commented that it is for detention basins; however, the Park District is establishing a wetland growth area for several reasons: it enhances water quality, and reduces wildlife such as ducks and geese. She stated that staff is trying to establish a shoreline plant profile that starts as emergent plants in the pond and then grow onto the shore.

Ms. Gibble reported that Ms. Herakovich distributed a copy of a page from the 2003-04 Community Interest Survey to reinforce that what staff is including in Porter Park is what the public requested. From the Survey, it was noted the walking and biking trails, natural areas and community parks were the main priorities.

Commissioner Kuhl stated that staff should take care to educate the public about what the Park District is doing. Ms. Gibble stated that staff has fielded several phone calls from people who were buying lots. She also reported that staff provided the realtors and developers with the plans for the park.

Commissioner Kuhl encouraged staff to keep lines of communication open. Ms. Herakovich commented that when the park was first planned it was proposed to serve as a community park, but it will now serve as both a community park and a neighborhood park. She stated that staff is discussing whether it may be beneficial having open house type meetings when the weather improves.

In other business, Ms. Herakovich stated that when the Board has questions, staff plans to add them to study session agendas.

Comments from Commissioners

Commissioner Kuhl stated that she noticed that the block around Centennial Park had been cleared of snow. She asked what paths and trails are cleared and which ones are not. Mr. Spencer stated that staff clears sidewalks and parking lots of facilities that open early; those mandated for downtown, which includes the Virginia Theatre, West Side Park, and Springer Cultural Center; and school routes, which

included Centennial Park as well as the Mini Park at Mattis and Kirby then trails as time allows.

Vice President Griggs congratulated the marketing staff for the award earned for the Parade of Lights ad. President Solon commented that there were many entries and it was nice that the Park District received a first place award. She congratulated Commissioner Petry on his appointment as vice chairman of the IAPD Board of Trustees.

President Solon commented on the County's land use plan. There is information in it about parks. Ms. Herakovich stated that she is having the plan reviewed. Ms. Gible indicated that a copy is being reviewed by staff. She has noted those areas where parks are mentioned. President Solon stated that she believes staff should review the plan and respond accordingly.

Closed Session

Commissioner Kuhl made a motion, seconded by Vice President Griggs to convene into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS, Par. 120/2(c)(11) regarding litigation that has been filed or that is probable or imminent. Upon roll call vote, the vote was as follows: Commissioner Petry – yes; Vice President Griggs – yes; President Solon – yes; Commissioner Dodds – yes; and Commissioner Kuhl. The motion passed 5-0.

Return to Regular Meeting

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

Adjourn

There being no further business to come before the Board, Vice President Griggs made a motion to adjourn the meeting. The motion was seconded by Commissioner Petry. The motion passed 5-0 and the meeting was adjourned at 7:45 p.m.

Approved:

Jane Solon, President

Bobbie Herakovich, Secretary