

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

**May 12, 2010**

The Champaign Park District Board of Commissioners held an Annual Meeting on Wednesday, May 12, 2010 at 6:50 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 present: Bobbie Herakovich, Executive Director/Secretary, Jan Plotner, Director of Finance, Jim Spencer, Director of Operations, Terri Gible, Park Planner and Cindy Harvey, Administrative Assistant

No members of the public were present.

**Call to Order**

President Solon called the meeting to order at 6:50 p.m.

**Election of Officers**

Election of President and Vice President

Commissioner Kuhl made a motion to nominate and elect Jane Solon for the office of President and Alvin Griggs for the office of vice president. The motion was seconded by Commissioner Petry. There were no other nominations. The motion passed 5-0.

**Appointment of Officers**

Appointment of Secretary and Treasurer

Commissioner Kuhl made a motion that Bobbie Herakovich be appointed as Secretary and Gary Wackerlin be appointed as Treasurer of the Champaign Park District. The motion was seconded by Commissioner Petry. There were no other nominations. The motion passed 5-0. Attorney Hall then administered the Oath of Office to Secretary Herakovich and Treasurer Wackerlin.

**Appointment of Board Members to Committees and Task Forces**

Appointment(s) to the Cultural Arts and Downtown Vision Sub-committee

Commissioner Petry made a motion to appoint Commissioner Kuhl to the Cultural Arts and Downtown Vision Sub-committee. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Appointment(s) to Open Space Task Force

Commissioner Petry made a motion to appoint Commissioner Kuhl to the Open Space Task Force. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Appointment(s) to CPD 100<sup>th</sup> Anniversary Task Force

President Solon expressed her view that all Commissioners should be involved in the planning of the Park District's 100<sup>th</sup> Anniversary. She stated that the Board should let Ms. Herakovich and staff know their expectations and that staff should report back to the Board. Ms. Herakovich suggested having a brainstorming period at a Study Session meeting to develop ideas.

It was the consensus of the Board to proceed in that manner.

**Adjourn**

There being no further business to come before the meeting, upon a motion duly made by Commissioner Petry, seconded by Commissioner Dodds and unanimously approved, the Annual Meeting was adjourned at 7:00 p.m.

Approved:

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Jane L. Solon, President

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Bobbie Herakovich, Secretary

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

**May 12, 2010**

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, May 12, 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, Attorney Guy Hall and Treasurer Wackerlin.

Staff: Bobbie Herakovich, Executive Director/Secretary, Jan Plotner, Director of Finance, Jim Spencer, Director of Operations, Terri Gible, Park Planner, and Cindy Harvey, Administrative Assistant.

There were no members of the public present.

**Call to Order**

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

**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 April, 2010

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

Commissioner Kuhl made a motion to accept the Treasurer's Report for the month of April, 2010. The motion was seconded by Commissioner Dodds. The motion passed 5-0.

**Executive Director's Report**

Volunteer of the Month

Ms. Herakovich reported that Jennifer Ketchmark was chosen as Volunteer of the Month. She stated that Ms. Ketchmark was chosen for her work on the Park District video. Ms. Herakovich reported that Ms. Ketchmark is supportive of continuing to volunteer for the Park District. Ms. Ketchmark was unable to attend the meeting and will be presented with a Certificate of Recognition and a bag of small gifts.

Ms. Herakovich stated that copies of the video on DVD would be made available and uploaded on the Park District's website.

Legislative Reception and Conference Update

Ms. Herakovich reported that Vice President Griggs and Commissioner Petry attended the Legislative Reception and Conference. She stated that she met with legislators. Ms. Herakovich reported that she took a letter of recommendation for a grant application for signatures. She also reported that staff and Commissioners Petry and Griggs had dinner with Representative Jakobson.

Ms. Herakovich distributed a portion of the ongoing marquee research to the Board at this meeting. She stated that this item could be presented to the Board for consideration on May 26, 2010. Ms. Herakovich commented that staff informed residents and the media that this item would not be considered at today's

meeting because not all the research had been completed.

Commissioner Kuhl asked for a recap of Ebertfest. Ms. Herakovich reported that the Park District recently completed the details of the bills. She stated that the event was beneficial to both the Park District and the College of Communications. Ms. Herakovich reported that the U of I College of Communications sold \$10,000 fewer tickets which could be attributed to the number of passes given away. She stated that Ebertfest ran smoothly with the exception of a couple of mishaps that were handled professionally by staff. Ms. Herakovich reported that Roger Ebert had a new online blog that was worldwide. She stated that Mr. Ebert invited the online bloggers, who were mostly from other countries, to Ebertfest.

Ms. Herakovich reported that the Champaign Parks Foundation held an annual dinner. She stated that the balance in the Foundation is \$1.182 million. Ms. Herakovich reported that there are a few vacancies on the Foundation Board and asked Commissioners for names of possible appointees.

### **Attorney's Report**

Attorney Hall stated that the easement for Unit 4 School District was on the agenda for consideration later on the agenda.

### **President's Report**

President Solon suggested that with the remaining money from the Michael Carragher gift that staff proceed to look at replacing windows and completing other projects at the Virginia Theatre. She addressed the Board about the possibility of appointing Commissioner Dodds to work with Mr. Spencer on putting together bids to complete the work with the remaining funds while the theatre is closed for other renovations.

Ms. Herakovich reported that staff has a meeting scheduled for Thursday, May 13, 2010 to review the list of remaining projects and to identify the funding sources. She stated that staff will take President Solon's suggestion into consideration. Ms. Herakovich stated that the information will be presented to the Board for consideration.

### **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 Study Session Meeting, March 24, 2010
2. Minutes of the Regular Board Meeting, April 14, 2010
3. Minutes of the Closed Session Meeting, April 14, 2010
4. Minutes of the Study Session Meeting, April 28, 2010

Commissioner Dodds made a motion to approve the items on the Consent Agenda. The motion was seconded by Vice President Griggs. The motion passed 5-0.

### **Action Items**

#### Consideration of Approval of Budget Line Item Transfers

President Solon reported that staff recommended Board approval of line item transfers of the FY 09-10 budget be made within funds where lines will exceed their original budget. The transfers do not affect the overall budget as other line items would be decreased accordingly. This is being done to comply with the Park Code and for audit purposes.

Vice President Griggs made a motion to approve the budget line item transfers. The motion was seconded by Commissioner Dodds. The motion passed 5-0.

## **New Business**

### Consideration of Approval of List of Bills for April and May 2010

Treasurer Wackerlin reported that there were two lists of bills for Board approval; a final list of bills closing out FY 09-10 and a list of bills starting FY 10-11. He stated that the Park District's finances have been reviewed and found to be in appropriate order. Treasurer Wackerlin recommended approval of the two lists of bills.

Commissioner Dodds made a motion to approve the two lists of bills as presented. The motion was seconded by Vice President Griggs. The motion passed 5-0.

### Consideration of Approval to Apply for a Grant through the Illinois Public Museum Capital Grant Program

President Solon reported that staff recommended approval to submit a Public Museum Grant at the maximum level of \$1 million for the Virginia Theatre. No matching funds are required.

Commissioner Dodds made a motion to approve submittal of a Public Museum Grant at the maximum level of \$1 million for the Theatre. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Commissioner Petry asked about the IPARCS grant. Ms. Herakovich responded that the deadline to submit the grant was not listed on the website. She stated that staff will follow up.

### Consideration of Approval of an Agreement with *The News-Gazette*/WDWS

President Solon reported that staff recommended approval of this annual agreement for radio, television and newspaper advertising for a period of one year.

Commissioner Dodds made a motion to approve the agreement with *The News-Gazette*/WDWS. The motion was seconded by Vice President Griggs. The motion passed 5-0.

### Consideration of Approval of an Easement Agreement for Parking and Geothermal System at Douglass

President Solon reported that staff recommended approval of an easement request by Champaign Unit 4 School District for parking and geothermal system at Douglass Park.

Commissioner Dodds made a motion to approve the easement agreement for parking and geothermal system at Douglass. The motion was seconded by Commissioner Petry. The motion passed 5-0.

### Consideration of Approval of a Resolution Appointing an Additional Person as Director of the Champaign Parks Foundation

President Solon reported upon a proposal for the Board to approve appointing John Frauenhoffer as a Director of the Champaign Parks Foundation for a three-year term, and that current Board Members Art Thoma, Penn Nelson, and Tracy Sholem also be appointed for like terms pursuant to a Resolution.

Commissioner Dodds made a motion to approve appointing John Frauenhoffer as a Director of the Champaign Parks Foundation for a three-year term, and that current Board Members Art Thoma, Penn Nelson, and Tracy Sholem also be appointed for like terms. The motion was seconded by Vice President Griggs. The motion approving the Resolution passed 5-0.

### Consideration of Approval Setting the Merit Pool for FY10-11

President Solon reported upon a recommendation setting the FY10-11 merit pool at \$57,500.

Commissioner Petry stated that he did not think that it has been the typical procedure to allow staff to recommend their own raise. He stated that he believes that the recommendation should come from the Executive Director. Ms. Herakovich apologized for the error. She reported that she changed the wording in the staff memo, but not on the agenda.

Commissioner Dodds made a motion to approve the Executive Director's recommendation to set the FY10-11 merit pool at \$57,500. The motion was seconded by Vice President Griggs. The motion passed 5-0.

## **Old Business**

None

## **Discussion Items**

### Proposed Improvements to Mattis Park

Ms. Herakovich reported that staff has been working with AMDOCS and Provena, two groups that are interested in adding improvements to Mattis Park through donation of funds. She stated that Ms. Gibble will present the proposals.

Ms. Gibble reported that AMDOCS contacted staff last year with a suggestion to give the Park District a donation to use for the purchase and installation of a large shelter to use for their functions. The shelter would also be available for public use. She stated that because of parking difficulties and the location; staff suggested an alternative to erect two smaller shelters on the east side of the park off of the path. Ms. Gibble reported that this option would not require that a rental system be put in place, nor would it require additional parking. She stated that AMDOCS wanted to know if the Board would be receptive to this idea. Ms. Gibble reported that staff has put together a plan for Mattis Park with the proposed shelter locations as well as photographs of styles being considered.

Commissioner Kuhl asked questions about the proposed location for the shelter. Ms. Gibble stated that AMDOCS asked specifically that the shelters be located on the east side of the park and that they were not interested in the west side. Currently there are not shelters at the park.

Ms. Gibble reported about the second project involving the creation of a meditation type garden proposed by Provena Home Care. She stated that Provena representatives approached the staff without any specific location idea but just with the general concept for a meditation garden. Ms. Gibble stated that because Mattis Park has been developed over the years utilizing different nodes of gardens that serve that purpose, staff thought Mattis Park would be a good location. She stated that staff was in the beginning stages of working with Provena and there are no plans at this time. Ms. Gibble stated that staff wanted to make sure it is heading in the right direction.

Ms. Gibble presented and reviewed the master plan for Mattis Park. She stated that Mattis Park has been developed following a master plan to some extent. She reported that over the years the Park District staff has developed a rock garden with a wall, Boots Garden, a perennial bed, and a path that goes around the lake. Ms. Gibble stated that there are a few locations left for gardens. She showed the proposed location for the shelters.

Commissioner Kuhl expressed her concern about the proposed shelters proximity to one of the perennial beds. Ms. Gibble responded that staff would be very careful about the location chosen. She stated that it is not staff's intention to disturb any existing plantings. Ms. Gibble stated that staff would like to enhance what exists at the park and provide shelters for users. She reported that the donation would be both beneficial to the Park District and AMDOCS.

In response to a question by Commissioner Petry, Ms. Gibble responded that a location or the proposed meditation garden has not been determined at this time. She stated that staff was considering locating the garden in the southwest quadrant of the park.

Commissioner Kuhl expressed concern about locating a garden too close to the Rotary Meditation Garden. Ms. Gibble responded that Provena does not have any preconceived notation about the name

of the garden nor the location for the garden. President Solon stated that she does not believe that Champaign West Rotary would have a problem with another meditation garden.

Ms. Gibble stated that staff will continue to work with AMDOCS and Provena and keep the Board apprised of developments regarding projects.

### **Comments from Commissioners**

Vice President Griggs complimented President Solon on her acceptance of the award at the Women of Distinction Celebration. Commissioner Dodds and Ms. Herakovich concurred with Vice President Griggs comments.

### **Closed Session**

Commissioner Petry 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)(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) for 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; 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.

### **Closed Session Item - Action**

#### Consideration of Compensation for Executive Director

Commissioner Kuhl made a motion to set the Executive Director's salary at \$116,500. The motion was seconded by Commissioner Petry. The motion was approved 5-0.

### **Discussion of Virginia Theatre**

The Board discussed the alternative styles for the Virginia Theatre. Renderings by a local architect depicting a rectangular shape consistent with the original architecture were discussed and examined. Among the renderings, general preferences were discussed by the Board Members. It was the consensus of the Board that more specific price information would be necessary. A design-build concept was noted by the Executive Director.

### **Adjourn**

There being no further business to come before the Board, Commissioner Petry made a motion to adjourn the meeting. The motion was seconded by Vice President Griggs. The motion passed 5-0 and the meeting was adjourned at 7:55 p.m.

Approved:

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Jane Solon, President

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Bobbie Herakovich, Secretary