

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

August 11, 2010

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, August 11, 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, and Attorney Guy Hall

Absent: Treasurer Gary Wackerlin

Staff: Bobbie Herakovich, Executive Director/Secretary, Jan Plotner, Director of Finance, Jim Spencer, Director of Operations, Laura Auteberry, Marketing and Development Director, Terri Gible, Park Planner, Tony Oligney-Estill, Special Events, and Cindy Harvey, Administrative Assistant.

Call to Order

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

Comments from the Public

President Solon called for comments from the public. There were none.

Communications

President Solon circulated the communications. She noted that the new Champaign County Convention and Visitors Guide was included in the communications folder. Information regarding several Campaign Park District events is included in the Guide.

Treasurer's Report

Consideration of Acceptance of the Treasurer's Report for the Month of July, 2010

President Solon reported that Treasurer Wackerlin was absent from the meeting. She stated that Treasurer Wackerlin had reviewed the Treasurer's Report for the month of July, 2010 and found it to be in order. She recommended Board approval of the report.

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

Executive Director's Report

Volunteer of the Month

Tracey Jones and Denise Bell were chosen as Volunteers of the Month for July. Mr. Oligney-Estill reported that Ms. Bell was unable to attend the meeting. He reported that Ms. Jones and Ms. Bell are two parent volunteers for the Sholem Sharks. They helped organize swim meets, recruited volunteers, planned meetings, and organized an end of the swim season party. Ms. Jones was presented with a Certificate of Appreciation and a bag of goodies.

Ms. Jones commented that Park District staff had been great to work with. The Board thanked Ms. Jones for her volunteer efforts.

Updates

Ms. Herakovich reported that staff has submitted a nomination for a National Trails award for a local developer who put in the trail at Ashland Park. She stated that winners will be announced at the National Trails Conference in November 2010.

Ms. Herakovich reported on new items that have been added to the agenda: Virginia Theatre Update under the Executive Director's Report; Champaign Parks Foundation and Cultural Arts District under Committee and Liaison Reports; and a list of next meetings and events. She stated that monthly updates will be provided at the Regular Board meetings.

Ms. Herakovich reported that upcoming events in August, 2010 include Champaign-Urbana Days, Downtown Festival of the Arts, and Skatefest. Ms. Herakovich stated that for the most part participants are happy with Park District programs except for a few parents complaining about the heat at indoor facilities. She reported that at the end of the summer, staff will evaluate programs. Ms. Herakovich stated that the Fall *Funformation* has been mailed to 37,000 homes in Champaign. On display were gates with fish depictions in metal art work for Kaufman Lake that were designed and welded by in-house staff. Ms. Herakovich stated that it was a coordinated team effort by David Schneider, Maintenance Supervisor, Jim Gladney, part-time Maintenance staff, and Katy Denight, Graphics Designer.

President Solon conveyed her thanks to the staff. Commissioner Kuhl stated that the flowers look great considering the heat and asked that her compliment be shared with staff.

Committee and Liaison Reports

President Solon noted that the Champaign Parks Foundation and Cultural Arts District reports will be included on the agenda monthly. She stated that Commissioner Dodds is the liaison for the Champaign Parks Foundation and Commissioner Kuhl is the liaison for the Cultural Arts District.

Champaign Parks Foundation

Commissioner Dodds reported that the Champaign Parks Foundation has a balance of \$1,902,221.33. The Foundation has been in existence for approximately three years. Commissioner Dodds reported that the balance reflects a new gift of \$88,120.80 received from Michael Carragher for art projects in West Side Park. He suggested that staff follow up with the Carragher Trustees to see if the funds could be used to expand the art program. Part of the funds held by the Foundation are earmarked for specific items. He also reported that the Foundation voted to reduce the number of board members from 13 to 11. The Foundation will hold a reopening ceremony at the Virginia Theatre. He reported that the Foundation's goals for the year include completing Virginia Theatre renovations and raising funds for the Theatre and youth scholarships.

In response to a question by Commissioner Petry about funds donated to the Foundation, Commissioner Dodds stated that donations are earmarked for the Virginia Theatre, trees and other areas and programs. He stated that with future reports, a report on the breakdown of donations will be provided to the Board.

Commissioner Dodds made a motion to confirm reduction of the number of Champaign Parks Foundation board members from 13 to 11. The motion was seconded by Commissioner Petry. The motion passed 5-0.

Cultural Arts District

Ms. Herakovich reported that Cheryl Ewing, who worked for the Illinois Arts Alliance and is currently a consultant from Chicago, had been engaged to conduct a study in Champaign to determine if would be advantageous to establish a Cultural Arts District. The funding for this will be provided through the Champaign Parks Foundation and the City of Champaign. The vision group initiated by Commissioner Kuhl through the City of Champaign believes that a cultural arts district is a high priority for the downtown area. Ms. Herakovich reported that Ms. Ewing will be in town the second week in September and that the

Board will be sent a notice of the meeting once it has been confirmed. She reminded the Board that only the City Council has the authority to create a cultural arts district.

Commissioner Kuhl asked if it would be possible to tape the meeting, preferably video tape, as she will be unable to attend it. Ms. Herakovich responded, "yes" and that notice of the meeting will be made available to the public.

Commissioner Kuhl noted that this initiative arose out of the vision meeting with the City of Champaign, and it is a collaborative effort between the Park District and 40 North to try to demonstrate the value of a cultural arts district.

Attorney's Report

Attorney Hall reported that he is working on getting information from Illinois Water Company for a request for an easement in Dodds Park. He stated that this item will probably be on the September agenda for Board consideration.

President's Report

President Solon reported that she received comments from several parents who stated that they are very pleased with the staff at the Sholem Aquatic Center. She stated that parents thought the manager this past weekend was exceptional in how she took charge and handled several incidents. President Solon also reported that the flower islands look excellent considering the heat and dry weather.

Consent Agenda

President Solon stated that Consent Agenda items for action 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, June 23, 2010
2. Minutes of the Regular Board Meeting, July 14, 2010
3. Minutes of the Closed Session Meeting, July 14, 2010

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

Action Items

Consideration of Approval of the FY 10-11 Goals and Objectives

President Solon reported that staff recommended Board approval of the FY 10-11 Goals and Objectives.

Ms. Herakovich stated that at the July 28th Study Session, there was discussion about how the goal for Heritage Lake should be worded. The language was changed to read "Research lake improvement options including bank remediation and dredging." She also noted that Commissioner Dodds did not believe that all of the items should be listed as objectives under Goal No. 1. Ms. Herakovich stated that all items listed under Goal No. 1 are maintenance items. She noted that the Park District will have approximately \$1 million in infrastructure improvements every year. Ms. Herakovich explained that these items are currently included in the capital budget.

Discussion ensued about the language under Item 14 "Renovate the Virginia Theatre." After discussion, it was the consensus of the Board that the language is to remain as written.

Commissioner Dodds expressed his concern about getting minutes from meetings transcribed within two weeks. He also expressed his concern about staff identifying cooperative efforts and following up with the City of Champaign and the drainage district as it relates to Heritage Lake. Ms. Herakovich stated that staff was working on the matter and had discussed it with Attorney Hall.

Commissioner Kuhl made a motion to ratify the FY 10-11 Goals and Objectives with the language change on the Heritage Park objective. The motion was seconded by Commissioner Petry. The motion passed 5-0.

New Business

Consideration of Approval of List of Bills for July, 2010

President Solon reported that staff recommended approval of the lists of bills for July, 2010.

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

Consideration of Approval of an Agreement with the Public Art League

President Solon reported that staff recommended approval of an agreement between the Park District and the Public Art League. Ms. Herakovich stated that corrections that were suggested have been made and that the agreement has been reviewed and revised by legal counsel. She also stated that Dave Wilcoxon, PAL Board, is in attendance at this meeting to answer any questions from the Board.

Commissioner Dodds made a motion to approve the agreement between the Park District and the Public Art League. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Consideration of Approval of a Fund Balance Policy

President Solon reported that staff recommended approval of a Fund Balance Policy.

Ms. Herakovich reported that at the July 28th Study Session there seemed to be a consensus for a "Best Practice" to move the Park District's minimum of a 90-day reserve to a 120-day reserve for the three major funds: General, Recreation and Museum. She recommended that the policy be included in the Board Policy booklet.

Commissioner Kuhl expressed her concern with making this a policy. She questioned whether it should be a "Best Practice" or a policy noting that it could be a confining policy if approved. President Solon stated that the policy could be changed and that she believes it should be a policy. Vice President Griggs stated that he believes having a Fund Balance Policy in place is a part of the Distinguished Agency criteria. Ms. Herakovich reported that the Park District does not currently have a written policy.

Commissioner Petry asked if the Park District was "docked" during the Distinguished Agency evaluation for not having a fund balance policy in place. Ms. Herakovich stated that the Park District received comments in the revenue area to improve upon; however, she was not sure if it related to a fund balance policy.

Discussion ensued about how the 120-day reserve came about. Ms. Herakovich stated that at the July 28th Study Session there was discussion about the economy and whether or not a 90-day reserve was sufficient for emergency operations. She stated that there seemed to be a comfort level with a 120-day reserve. Ms. Herakovich noted that it is a best practice to have at least a 90-day reserve for the three major funds: General, Recreation and Museum.

Commissioner Petry stated that he believes that the Board has been very cautious compared to several other governmental entities. He stated that the Park District taxes citizens so it can provide benefits. However, he does not want to overdo it in terms of setting aside their tax money for contingencies. Commissioner Petry believes that a three month reserve is sufficient.

Commissioner Dodds made a motion to approve the proposed Fund Balance Policy for the General, Recreation and Museum funds. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Consideration of Approval to Move Forward with Installation of a Second Slide at Sholem Aquatic Center
President Solon reported that staff was requesting approval to move forward with installation of a second slide at Sholem Aquatic Center.

Ms. Herakovich reported that she understood from the July 28th Study Session that a second slide at Sholem Aquatic Center would not increase the need for additional parking and would alleviate the long lines for the current slide. The Aquatic Center was piped for a second slide, and funds were set aside. She stated that she believed it was a consensus to move forward with a second slide.

Commissioner Dodds stated that he did not disagree with Ms. Herakovich's comments. He stated that as indicated at the July 28th Study Session, he preferred complete information regarding costs. He also reiterated his concerns about parking. The 2007 plans show ideas that were developed for parking lots in the area. Commissioner Dodds stated that the plans should be considered before any improvements are made. He commented on people parking in the grass at Sholem Aquatic Center.

Ms. Herakovich reported that the 2007 plans were brought to the Board three years ago when the Crescent Boulevard sidewalk and pedestrian walkways were installed. She stated that Sholem Aquatic Center has not been built out. However, additional major amenities would most likely require the development of additional parking. Ms. Herakovich suggested that staff come back with a parking study at a later date.

Vice President Griggs made a motion to approve proceeding with installation of a second slide at the Sholem Aquatic Center at an approximate cost of \$250,000. The motion was seconded by Commissioner Petry. The motion passed 5-0.

Commissioner Petry stated that he supports other smaller items for Sholem Aquatic Center.

Consideration of Approval to Move Forward with Completion of Robert C. Porter Park

President Solon reported that staff is requesting approval to move forward with completion of Robert C. Porter Park.

Ms. Gibble presented the master plan for the Porter Park site. She stated that the master plan was broken down into phases. Ms. Gibble reported that Phase 1. has been completed, which included the grading of the entire site, entry road, parking lot, small path, small shelter; creation of the pond, prairie planting and trees. Ms. Gibble reported that staff asked and received Board approval to apply for a grant for Phase 2. She stated that Phase 2 includes the playground, a path around the pond, fishing pier, fishing deck, and a bridge. Ms. Gibble reported that Phase 3 includes adding a path around the perimeter of the park.

Commissioner Kuhl asked for confirmation that the Park District cannot do any work in Phase 2 because a grant has been applied for. Ms. Gibble confirmed this fact. Commissioner Kuhl asked if there were other things that could be done in Phase 3 now prior to receiving word on the grant application. She suggested installing the perimeter path in order to let people use the park. However, Ms. Gibble stated that because it is to connect with the path that is included in Phase 2 it would be a path that would have a start and an end but no connection.

Ms. Gibble stated that depending upon when construction of the perimeter path begins and if the Park District receives the grant, it might very well all tie together. Ms. Gibble stated that a portion of the path could be constructed if the Park District does not receive the grant for the entire Phase 2. It may be possible to construct a perimeter path that runs along the northern edge of the pond.

Ms. Herakovich suggested that the Board could authorize the work if there is consensus to construct Phase 3; however, she suggested waiting on actual construction until the Park District is informed about

the grant.

President Solon stated that she thought that even if a grant is not received, money will be found to complete Porter Park.

Commissioner Dodds inquired about when the Park District would receive word about the grant. Ms. Gibble stated that the Park District will know by the end of January, 2011. Commissioner Dodds expressed his concern about the lengthy process. He expressed his concerns about the weeds on the south side of Porter Park and timing of completion.

Ms. Gibble stated that during original planning of the park and the master plan, Porter Park was broken into phased development based on how the Park District could best utilize the money that would be matched by grants. She reported that there was an attempt to keep phases in \$800,000 segments; \$400,000 would be supplied by the Park District and \$400,000 supplied by the state. She noted that it may be a long process; however, the project was broken into phases based on what the Park District could afford at the time.

Commissioner Petry stated that he takes some responsibility because he was one who was cautious about spending money at the time and in light of the economic downturn. He stated that we did not want to be in a position of letting people go or having any type of fiscal disaster. He stated that in hindsight, the Park District was a bit too cautious. However, staff has been kept intact and the Park District is in good financial position.

President Solon stated that next time grants are discussed the Commissioners will take additional consideration of the time it takes for development of a park.

Commissioner Dodds made a motion to approve moving forward with completion of Robert C. Porter Park development. The motion was seconded by Vice President Griggs. The motion passed 5-0.

Attorney Hall raised a point of order that the Board cannot add expenditures that are not already revealed to the public on the agenda. He suggested adding the item to the Study Session for consideration or addressing it at a Special Board meeting.

Commissioner Petry suggested an informal indication of support from the Board which will allow staff to proceed with any initial improvements that might be necessary if in fact there is enough support for it.

Ms. Herakovich asked for clarification about interest in looking at smaller amenities within the budgeted balance for Sholem Aquatic Center. Discussion ensued. The request to consider additional amenities will be included on the August 25, 2010 Study Session or Special Meeting agenda for Board consideration.

Consideration of Approval of a Funding Approach for Sholem Aquatic Center Slide and Completion of Robert C. Porter Park Development

President Solon reported that staff is requesting approval of a funding approach for the Sholem Aquatic Center slide and completion of Robert C. Porter Park development.

Ms. Herakovich reported that staff has put together estimated costs of the proposed two projects and options to fund the projects. The estimated costs are as follows: \$250,000 to add an additional slide at Sholem Aquatic Center and \$1,085,000 (plus the \$400,000 from an IDNR grant) to complete development of Robert C. Porter Park. Ms. Herakovich stated that staff recommended utilizing current funds to complete these two projects.

Commissioner Kuhl made a motion to approve the use of current funds to add a second slide at the Sholem Aquatic Center and to complete development of Robert C. Porter Park. The motion was seconded by Commissioner Petry. The motion passed 5-0.

Commissioner Kuhl questioned the ownership of the tennis courts in Garden Hills. Ms. Herakovich stated that the tennis courts were installed by the Park District on school district property.

Old Business

None

Discussion Items

Virginia Theatre Organ Restoration

Ms. Herakovich reported that in the Board packet was a report for informational purposes from the Buzard Pipe Organ Builders located in downtown Champaign. She reported that the company suggested restoring the organ in several different stages. All of the cost estimates are above the bid limit. Ms. Herakovich stated that staff would like to solicit Requests for Proposals (RFP) with Board permission for Phase I. She reported that there is another company that specializes in theatre organs that is also interested in the project. Ms. Herakovich stated that currently the Park District is looking at four separate stages for a complete project, at an estimated cost of \$138,000. She reported that the four stages would not be completed by December 2010; however, it may be possible to complete stage 1 if the Park District moves quickly and uses a local company.

Commissioner Dodds suggested staff find out the cost to get the organ operational. He stated that the Park District should have the organ operating if it is to acknowledge the gift received. Ms. Herakovich stated that she would provide the Board with a copy of the condition report from Buzard Pipe Organ Builders. She also reported that it has been suggested that the Park District apply for a Cannon Grant (through the Champaign Rotary Club) to help cover the organ restoration cost.

Centennial Projects

Ms. Herakovich reported that this item was included on the agenda for discussion. She stated no formal action could be taken on any of the items. Ms. Herakovich reported that one of the reasons staff put the list of projects together quickly for Board review, without parking studies or operating costs, was because of a short window of opportunity to use Build America Bonds. The deadline for the Build America Bonds is December 2010. She apologized to the Board if the proposed project reports were incomplete.

Commissioner Petry stated that his understanding of what was approved from Phase I was the second slide for Sholem Aquatic Center and completion of Porter Park. He stated that there are two other items in Phase I suggested by staff. Commissioner Petry asked if there was Board support for Leonhard Recreation Center and/or the Virginia Theatre.

President Solon addressed the fact of not having all the costs for the Leonhard Recreation Center. She noted that additional parking would be required there. President Solon stated that it is difficult to make monetary commitments without addressing everything involved. The Board had discussed the need for additional information before final decisions could be made.

Commissioner Petry asked if staff had been given direction to provide a more complete proposal on the Leonhard Recreation Center. President Solon stated that it was noted that additional information was needed on the total cost, staffing cost and expenses as part of the complete proposal.

Commissioner Dodds stated that additional parking would be needed. He noted that that is why he shared the plans from 2007. He noted that part of the parking lot is owned by the School District. Commissioner Dodds suggested that a comprehensive package be put together.

Commissioner Petry inquired whether staff was directed to find the information and report back to the Board. Ms. Herakovich reported that Neil Strack conducted the study which indicated that there was a need for additional square footage in recreation centers. What he did not get into nor was it his assignment to study was the impact on parking or the impact on an operating budget. Staff will do an

impact on parking study and an operating budget. She stated that the proposed projects were brought to the Board as ideas to announce the Park District's centennial year to see if there was any interest in taking advantage of the Build America Bonds with the 1/3 interest rebate.

Discussion ensued about Build America Bonds. President Solon stated that there is no rush because Build America Bonds would not be used as there is not that much of a savings. Ms. Herakovich stated the bonds require a great deal of paperwork. She stated that they are bid at almost the same as General Obligation Bonds and that there is speculation about whether the Build America Bonds will be extended next year.

Commissioner Petry stated that he believes that the financing is doable. He stated that the question is whether the Board is interest in doing it. After reading the July 28th Study Session minutes, it was not clear to him what the consensus was other than the two items approved earlier on the agenda.

President Solon stated that she thought the Board directed staff to bring back a comprehensive proposal for Leonhard Recreation Center. However, maybe it was not clear. She stated that the Board needs a total assessment with location, cost of parking, and operational and personnel costs.

Commissioner Kuhl added that Leonhard Recreation Center is not the only project on the table. She noted that to the extent that a completed renovation of the Virginia Theatre is addressed, there should be a comprehensive package of the same kind of information. Commissioner Kuhl stated that whatever projects are being considered, all pertinent information should be provided. She asked whether the indoor field house and the recreation center, Douglass Community Center, and Spalding were being considered. Vice President Griggs commented that Spalding has to be considered. The projects the Board would like to see detailed information regarding are: Leonhard Recreation Center; Virginia Theatre, and Sholem/Spalding Pool and Recreation Center.

Vice President Griggs commented that Spalding Pool is tied to the Sholem Aquatic Center. Commissioner Dodds agreed and suggested that the Board would not do anything unless there is consensus regarding both.

Ms. Herakovich stated that the information being request will take time and that staff cannot get it completed in two weeks. She also stated that staff cannot do a good job of figuring out what to do with Spalding without talking to the residents. President Solon stated that the Board understands this.

President Solon asked if Leonhard Recreation Center is not enlarged, whether there would be any benefit to just installing air conditioning. Ms. Herakovich reported that one option presented for Leonhard Recreation Center was to just fix the roof and add air conditioning. Staff will obtain an estimate for adding air conditioning to Leonhard Recreation Center.

Commissioner Kuhl expressed her concern about making decisions based on a reaction to one year of extremely hot weather rather than taking into consideration the average summer temperatures. President Solon indicated that if it is inexpensive to add air conditioning, it should be done.

Comments from Commissioners

Commissioner Kuhl asked if it was possible to see a marketing plan at a study session about improvements to Porter Park. She would like to see an announcement made that the Park District is moving forward with it. President Solon stated that she believes the announcement should be made in the spring when the works starts.

Commissioner Dodds expressed his concerns about applying for grants from the federal and state government during these economic times. Ms. Herakovich stated that the Park District was granted \$200,000 from DCEO and is a finalist for a Public Museum grant for \$1 million.

Commissioner Petry thanked the Board and staff for committing to the planting of a tree in Mayfair Park in memory of his mother. Ms. Herakovich stated that the tree is compliments of the Dodds Family and the Board is looking at installing a bench as well.

Vice President Griggs commented that there was a nice article in The News-Gazette on Saturday, August 7, 2010 about the Virginia Theatre renovations.

Closed Session

Vice President Griggs made a motion, seconded by Commissioner Petry to convene into Executive Section 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) to discuss purchase or lease of real property for the use of the public body, Par. 120/2(c) (6) to discuss setting of a price for sale or lease of property owned by the public body, and Par. 120/2(c)(11) to discuss 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; President Solon – yes; Commissioner Dodds – yes; and Commissioner Kuhl – yes. 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, Commissioner Dodds 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 8:40 p.m.

Approved:

Jane Solon, President

Bobbie Herakovich, Secretary