

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

**July 26, 2017**

**PUBLIC HEARING**

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, July 26, 2017 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President Hays presided over the hearing.

Present: President Craig W. Hays, Vice President Timothy P. McMahon and Commissioners Barbara J. Kuhl.

Absent: Commissioners Jane L. Solon and Kevin J. Miller, Treasurer Gary Wackerlin and Attorney Guy Hall.

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Bret Johnson, Interim Director of Operations, Tammy Hoggatt, Director of Human Resources, IT and Risk, and Andrew Weiss, Director of Planning.

Other staff were in attendance as well as members of the public.

**Open the Public Hearing**

President Hays opened the Public Hearing at 5:30 p.m.

**Ordinance No. 622, Amended Budget and Appropriation Ordinance**

He stated that the purpose of the public hearing was to discuss and receive comments on the Amended Budget and Appropriation Ordinance for FY16-17. A notice of the public hearing was published in *The News-Gazette* on July 17, 2017 in compliance with state law.

**Public Comments**

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

**Ordinance No. 620, Budget and Appropriation Ordinance**

He stated that the purpose of the public hearing was to discuss and receive comments on the Budget and Appropriation Ordinance for FY17-18. A notice of the public hearing was published in *The News-Gazette* on July 17, 2017 in compliance with state law.

**Public Comments**

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

**Close the Public Hearing**

Commissioner Kuhl made a motion to adjourn the Public Hearing. The motion was seconded by Vice President McMahon. The motion passed 3-0.

**SPECIAL BOARD MEETING**

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, July 26, 2017 immediately following the Public Hearing at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Hays presided over the meeting.

Present: President Craig W. Hays, President, Vice President Timothy P. McMahon, Commissioners Barbara J. Kuhl, Jane L. Solon, and Kevin J. Miller.

Officers Absent: Treasurer Gary Wackerlin and Attorney Guy Hall.

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Bret Johnson, Interim Director of Operations, Tammy Hoggatt, Director of Human Resources, IT and Risk, and Andrew Weiss, Director of Planning.

Other staff were in attendance as well as members of the public.

### **Call to Order**

President Hays called the meeting to order at 5:32 p.m.

### **Comments from the Public**

None.

### **New Business**

#### Approval of Ordinance No. 622: Amended Budget and Appropriation Ordinance

President Hays stated that staff recommend adoption of Ordinance No. 622, an ordinance amending the combined annual budget and appropriation of funds for the Champaign Park District, Champaign County, Illinois, for the fiscal year beginning on the first (1<sup>st</sup>) day of May 2016, and ending on the thirtieth day (30<sup>th</sup>) of April 2017 in the amount of \$17,115,667, and authorize staff to file it with the Champaign County Clerk's office.

Commissioner Kuhl made a motion to adopt Ordinance No. 622, the amended Budget and Appropriation Ordinance, and authorize staff to file with the Champaign County Clerk's office. The motion was seconded by Vice President McMahon. Upon roll call, the vote was as follows: Vice President McMahon – yes; President Hays – yes; and Commissioner Kuhl – yes. The motion passed 3-0. A copy of Ordinance No. 622 is attached to the minutes.

Commissioner Kevin Miller arrived to the meeting at 5:34 p.m.

#### Approval of Ordinance No. 620: Budget and Appropriation Ordinance

President Hays reported that staff recommend adopting Ordinance No. 620, an ordinance approving the combined annual budget and appropriation of funds for the Champaign Park District, Champaign County, Illinois, for the fiscal year beginning on the first (1<sup>st</sup>) day of May 2017, and ending on the thirtieth day (30<sup>th</sup>) of April 2018 in the amount of \$19,864,806, and authorize staff to file with the Champaign County Clerk's office.

Vice President McMahon made a motion to adopt Ordinance No. 620, Budget and Appropriation Ordinance for fiscal year beginning May 1, 2017 and ending April 30, 2018 and authorize staff to file with the Champaign County Clerk's office. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Vice President McMahon – yes; President Hays – yes; and Commissioner Kuhl – yes. The motion passed 4-0. A copy of Ordinance No. 620 is attached to the minutes.

#### Approval of the FY18 Annual Budget

President Hays reported that staff recommend approval of the FY18 Annual Budget for fiscal year beginning May 1, 2017 and ending April 30, 2018.

Commissioner Kuhl made a motion to approve the FY18 Annual Budget. The motion was seconded by Vice President McMahon. The motion passed 4-0.

#### Approval of a Bid for Henry Michael Park Grading

Mr. DeLuce presented the report and responded to questions posed by the Board.

Commissioner Kuhl made a motion to award the bid for grading the soil at Henry Michael Park to the lowest responsible bidder, Otto Baum Co. of Morton, Illinois, in the bid amount of \$13,275.00 and authorize the Executive Director to execute the contract. The motion was seconded by Vice President McMahon. The motion passed 4-0.

Commissioner Solon arrived to the meeting at 5:40 p.m.

Approval of a Subrecipient Agreement between the City of Champaign and the Park District for the Community Matters Program

Mr. DeLuce presented the report. He reported that the partnership for the Community Matters Program has been going on for 10 years. Mr. DeLuce stated that the funds are used for day camps. A new day camp for 4<sup>th</sup> and 5<sup>th</sup> graders from the Garden Hills neighborhood was added this year. Discussion ensued about the amount of the grant.

Commissioner Solon made a motion to approve the Subrecipient Agreement between the City of Champaign and the Park District for the Community Matters Program. The motion was seconded by Commissioner Miller. The motion passed 5-0.

**Old Business**

None.

**Discussion Items**

Proposal from Illinois Futbol Club (IFC) to Install Lights on a Soccer Field

Mr. DeLuce presented the report. He noted that John Moore an IFC Board member was in attendance. Mr. DeLuce reported that Park District staff and IFC have been in discussion about the cost to light one soccer field at Dodds Park Soccer Complex. He stated that the estimated cost to light one soccer field is \$150,000 to \$170,000. IFC would pay to light the soccer field and it would be used by IFC and the Park District. Mr. DeLuce discussed the pros and cons of the proposal. He stated that IFC would like the Park District to waive the rental fee for 10 years to help IFC recoup its costs. There would be more usage of the field. However, lighting would allow the Park District the opportunity to play at night. Mr. DeLuce asked for feedback from the Board on the proposal. Discussion ensued. Mr. DeLuce and Mr. Moore responded to questions posed by the Board.

It was the consensus of the Board to provide more definitive cost information and obtain a quote for lighting. Mr. DeLuce stated will draft an agreement for Board consideration.

Performance Measurement Report

Mr. DeLuce presented the report. He indicated that the performance measurement report is about metrics. The report includes statistical information about programs and events, parks and facilities, resident involvement with the Park District, websites, social media, facility attendance, financial status, park development and maintenance, maintenance operations, flowers, organizational and staff excellence, awards, staff satisfaction, staff turnover and staff wellness. Staff is proud of the report.

Safety Manual

Mr. DeLuce presented the report. He reported that the safety manual is a part of the distinguished accreditation process. Discussion ensued. Commissioner Solon noted that there were changes that needed to be made.

**Comments from Commissioners**

None.

**Executive Session**

Commissioner Solon moved as set forth below to convene into Executive Session. The motion was seconded by Commissioner Kuhl. The motion passed 5-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Miller – yes; Vice President McMahon – yes; President Hays – yes; and Commissioner Kuhl – yes. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2(c)(1) for the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, or legal counsel for the public body; (c)(5) for the purchase or lease of real property for the use of the public body including meetings held for the purpose of discussing whether a particular parcel should be

acquired; (c)(6) the setting of a price for sale or lease of property owned by the public body; and (c)(11) to address litigation affecting or on behalf of the particular body that is probable or imminent.

**Return to Regular Meeting**

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

Commissioner Solon inquired about the newspaper article and television report about the Community Assessment Survey before the final report is presented to the Board.

**Adjourn**

There being no further business to come before the Board, Vice President McMahon made a motion to adjourn the meeting. The motion was seconded by Commissioner Solon. The motion passed 5-0 and the meeting was adjourned at 6:22 p.m.

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Craig W. Hays, President

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Cindy Harvey, Secretary