

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

**September 9, 2015**

The Champaign Park District Board of Commissioners held a Regular Board meeting on Wednesday, September 9, 2015 which commenced at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President McMahon presided over the meeting.

Present: President Timothy P. McMahon, Vice President Craig W. Hays, Commissioners Alvin S. Griggs, Barbara J. Kuhl, and Jane L. Solon, 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, Kevin Crump, Director of Operations and Planning, Jameel Jones, Director of Recreation, Tammy Hoggatt, and Director of Human Resources, Information Technology and Risk.

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

**Call to Order**

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

**Comments from the Public**

None.

**Communications**

President McMahon circulated the communications.

**Treasurer's Report**

Treasurer Wackerlin presented the Treasurer's Report for the month of August 2015. He stated the Park District's finances have been reviewed and found to be in appropriate order.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of August 2015. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

**Executive Director's Report**

Volunteer of the Month

Mr. Jones introduced Zoe Stinson, Special Events & Volunteer Manger. Ms. Stinson introduced Claudia Christy, the new Special Events and Volunteer Coordinator. Ms. Christy reported that Centennial freshman Celi Jackson was chosen as August Volunteer of the Month. She was recognized for her efforts with the Swingsetters, Extended Swingsetters and Friday Funsters camp. Ms. Jackson was in attendance and was presented with a bag of gifts in appreciation.

The Board thanked Ms. Jackson for her efforts.

Ms. Christy gave a brief introduction and history about herself. The Board welcomed Ms. Christy.

General Announcements

Mr. DeLuce reported that the Illinois Association of Park Districts Best of the Best Awards Gala will be held on Friday, October 2, 2015 in Wheeling. The Champaign Park District will be honored in three categories: Illinois Parks' Top Journalist Award – WCIA, Best Friend of Illinois Parks – Small Business – Sola Gratia Farm, and Good Sportsmanship Award – Mack Hodges. Commissioner

Solon will be recognized at the Gala for 10 years of service to the Park District. Mr. DeLuce congratulated Commissioner Solon for her accomplishment.

Mr. DeLuce reported Vice President Griggs and he will be attending the National Recreation and Park Association Congress from September 14-18, 2015.

## **Committee and Liaison Reports**

### Champaign Parks Foundation

Vice President Hays reported the Foundation had not yet met for the month of September. He reported that there was approximately a 30% increase in net funds from the car raffle. The funds will go toward the Youth Scholarship fund.

President McMahon thanked Jimmy John's for its \$25,000 donation toward youth scholarships.

## **Report of Officers**

### Attorney's Report

#### Annexing of Property for Discussion

Attorney Hall reported that the proposed annexation of property was for discussion only. He stated that it is a very small parcel of land, approximately 1.7 acres, currently owned by the Champaign County. In information shared with the Board, it suggested that County staff and Park District staff expressed an interest in transferring the property to the Park District. Mr. DeLuce informed the City staff during discussion about the property that the Board would make the final decision on whether to annex the property. Attorney Hall noted that this was a proposed annexation with a suggestion that if Park District annexed the property it may be interested in taking ownership in the future.

Discussion ensued. Mr. DeLuce reported that the property is the location of the Mable Thomas Park. It has a playground and a small basketball court on it. The property has been annexed by the City of Champaign, but not conveyed at this time. The Board expressed concern about the park not meeting the Park District's standards, cost to maintain it, and inadequate size of the parcel.

It was the consensus of the Board to not annex the parcel. Attorney Hall advised that no further action was needed on the matter.

### President's Report

None.

## **Consent Agenda**

President McMahon stated that all items on the Consent Agenda are considered routine and shall be acted upon by one motion. If discussion is desired, that item shall be removed and discussed separately. Commissioner Solon asked that Items 8 and 9 be addressed separately. Commissioner Kuhl asked that Item 6 be addressed separately. Thus the items for the Consent Agenda are as follows:

1. Approval of the Minutes of Regular Board Meeting, August 12, 2015
2. Approval of the Minutes of Executive Session, August 12, 2015
3. Approval of the Minutes of Study Session, August 26, 2015
4. Approval of the Minutes of Executive Session, August 26, 2015
5. Approval of Board of Conduct Code
7. Approval of an amendment to the Subrecipient Agreement for the Community Matters Program for the Centennial Park area extending the term of the agreement to December 30, 2015

Commissioner Solon made a motion to approve Consent Agenda Items 1 through 5 and 7. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

6. Approval of a Revised Naming of Parks and Facilities Policy

Commissioner Kuhl suggested that the word "trail" be included in the first paragraph and that the wording before and after "or" mirror each whether naming amenities or renaming amenities.

Commissioner Kuhl made a motion to approved Item 6 as revised. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

8. Approval rejecting the bid for Hard Court Re-surfacing and Striping bid for Spalding Tennis Courts, and accepting the bid and authorizing the Executive Director to enter into a contract for the Morrissey Tennis Courts with the lowest responsible bidder, Harris Barrier Corporation of Indianapolis, IN, in the amount of \$33,780.00

Commissioner Solon asked why staff recommended moving forward with repair of the courts in Morrissey Park instead of the courts in Spalding Park. Mr. Crump reported that the courts in Morrissey Park are the oldest and in need of repair the most. Discussion ensued about the life expectancy of courts and whether additional funds were available to repair the courts at Spalding Park. Mr. Crump responded that the life expectancy of courts was approximately 25-years and required patching 2 to 3 times over the lifetime. Currently, no additional funds are available to fund the Spalding Park courts, and staff will rebid this project in the spring. Staff is working on replacement and maintenance schedules for facilities and amenities.

Commissioner Kuhl made a motion to approve Consent Agenda Item 8 as recommended. The motion was seconded by Commissioner Solon. The motion passed 5-0.

9. Approval accepting the bid and authorizing the purchase of one new 2016 Ford E450 Starcraft All-Star bus from the lowest responsible bidder, Midwest Transit Eqt., in the amount of \$52,926.00

Vice President Hays inquired about the use of the bus from Mass Transit District (MTD). Mr. Crump reported that the MTD bus was not accessible and it replaced the green school bus which was used for day camps and various programs. Funds for the proposed purchase will come from the CUSR budget. Mr. Jones reported that purchase of the bus will allow for multiple trips on the same day as the bus is wheelchair accessible.

Commissioner Solon inquired about the percentage of CUSR wheelchair participants. Staff will follow up and provide the Board with this information.

Commissioner Solon made a motion to approve Consent Agenda Item 9. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

## **New Business**

### Approval of the List of Bills for August 2015

Staff recommended approval of the list of disbursements for the period beginning August 12, 2015 and ending September 8, 2015.

Commissioner Griggs made a motion to approve the list of disbursements for the period beginning August 12, 2015 and ending September 8, 2015. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of a Resolution Initiating the 2015 General Obligation Bond Issue

Staff recommended approval of a resolution stating the Park District's need and intent to issue \$1,092,700.00 of General Obligation Bonds for FY15-16.

Commissioner Griggs made a motion to approve a resolution stating the Park District's need and intent to issue \$1,092,700.00 of General Obligation Bonds for FY15-16. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Approval of a Resolution Setting a Public Hearing on Proposed Bond Issue

Staff recommends approval of a Resolution to set a Public Hearing for Wednesday, October 14, 2015 at 7:00 p.m. at the Bresnan Meeting Center to discuss the issuance of \$1,092,700.00 of bonds for the purpose of providing funds for capital improvements. As required by law, a public hearing must be set for the purpose of receiving public comments on the Board proposal to sell bonds.

Commissioner Solon made a motion to approve a Resolution to set a Public Hearing for Wednesday, October 14, 2015 at 7:00 p.m. at the Bresnan Meeting Center to discuss the issuance of \$1,092,700.00 of bonds for the purpose of providing funds for capital improvements. As required by law, a public hearing must be set for the purpose of receiving public comments on the Board proposal to sell bonds. The motion was seconded by Commissioner Griggs. The motion passed 5-0.

Approval of a Revised Employment Policy Regarding Hiring of Relatives

Mr. DeLuce reported that staff drafted an employment policy regarding hiring of relatives. It was reviewed and revised by Attorney Hall. He reviewed the proposed policy with the Board. Close relatives of the Board, Executive Director and Department Directors will not be allowed to be employed by the Park District as full-time employees.

President McMahon was absent from the meeting where this item was discussed and asked for feedback from the Board on this matter.

Commissioner Solon expressed her concerns about approval of the proposed policy. She was in favor of keeping the current policy in place. Commissioner Griggs had no objections to the proposed policy.

Commissioner Kuhl favored approval of the proposed policy. Discussion ensued. Ms. Hoggatt reported that allowing hiring of relatives for seasonal employees has been very beneficial and that the Park District has had good success with married couples. Staff believes that relatives make the best employees for various reasons. The policy will be revised to clarify that close relatives of Board members, the Executive Director and Department Directors are excluded from being hired by the Park District, provided that, close relatives of Department Directors can be hired as seasonal employees insofar as the policy is not otherwise violated.

Commissioner Kuhl made a motion to approve the revised employment policy regarding hiring of relatives. The motion was seconded by Commissioner Griggs. The motion passed 4-1 with Commissioner Solon voting nay.

## **Old Business**

### Approval of Timeframe to Include Taxable Allowances as IMRF Earnings

Mr. DeLuce reported that the Board decided to not pass a resolution allowing taxable expenses to be reported as wages at the August 12, 2015 Regular Board meeting. He shared information with the Board from IMRF on two retirees and the impact if the adjustment were to go back four years versus ten years.

Discussion ensued about pros and cons, consequences of going back four years versus ten years, and the effect on the retirees. Discussion also ensued about benefit issues. Ms. Wallace stated that IMRF indicated that the best practice was to adjust to inception, but the recommendation to comply with the audit finding is to adjust four years. Both methods have been used in the past by other entities. Mr. DeLuce stated that staff will include the definition of wages as it relates to IMRF and the IRS in the personnel manual.

Discussion continued about the adjustment period. Commissioner Griggs did not favor adjusting benefits. Commissioner Kuhl did not favor adjusting back to inception. Ms. Wallace explained the process of refunding the IMRF portion.

Commissioner Hays made a motion to approved Option 1: Approve the wage adjustments going back to 2005 when the reporting of taxable expenses as wages began. The motion was seconded by Commissioner Solon. The motion passed 3-2 with Commissioners Griggs and Kuhl voting nay.

Attorney Hall suggested that Ms. Wallace contact IMRF to see if it will contact the retirees. Commissioner Kuhl suggested that the Board's decision be communicated through the Park District.

### **Discussion Items**

None.

### **Comments from Commissioners**

Commissioner Solon asked about the reports for the Taste of Champaign-Urbana and the summer programs. Mr. DeLuce reported that staff was compiling the information and that it will be shared with the Board.

### **Adjourn**

There being no further business to come before the Board, Commissioner Griggs 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 8:15 p.m.

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Timothy P. McMahan, President

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Cindy Harvey, Secretary