

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

**November 13, 2019**

**PUBLIC HEARING**

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, November 13, 2019 at 5:45 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: Vice President Kevin Miller, Commissioners Barbara J. Kuhl, Jane L. Solon, and Timothy P. McMahon (arrived at 6:16 p.m.), and Treasurer Donna Lawson and Attorney Guy Hall.

Absent: President Craig Hays.

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Dan Olson, Director of Operations, Jameel Jones, Director of Recreation, Jimmy Gleason, Director of Revenue Facilities, Tammy Hoggatt, Director of HR, Risk & IT, and Andrew Weiss, Director of Planning.

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

**Open the Public Hearing**

Vice President Miller opened the Public Hearing at 5:45 p.m. He stated that the purpose of the Public Hearing was to discuss and receive comments on the proposed Property Tax Levy for the year commencing May 1, 2020 and ending April 30, 2021. A notice of the proposed 2020-2021 Tax Levy was published in *The News-Gazette* on November 5, 2018 in compliance with state law.

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

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

**REGULAR BOARD MEETING**

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, November 13, 2019 immediately following the Public Hearing at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. Vice President Miller presided over the meeting.

The Commissioners, Officers, and staff present at the Public Hearing were in attendance at the Regular Meeting.

**Call to Order**

Vice President Miller called the meeting to order at 5:48 p.m.

**Comments from the Public**

None.

**Communications**

None.

**Treasurer's Report**

Treasurer Lawson presented the Treasurer's Report for the period October 1-31, 2019. She 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 period October 1-31, 2019. The motion was seconded by Commissioner Kuhl. The motion passed 3-0.

## **Executive Director's Report**

### General Announcements

Mr. DeLuca reported that the Parade of Lights will be held on November 30, 2019 and will begin at 6:00 p.m. He also reported that the Park District's Shop Open House will be held on December 4, 2019 at 3 p.m. Mr. DeLuca introduced Jimmy Gleason, new Director of Revenue Facilities. He also informed the Board that a new system for email will begin November 29, 2019 and information will be forwarded to the Commissioners about the changes. Discussion ensued about the filter, Office 365, and use of the Park District email addresses.

## **Committee and Liaison Reports**

### Champaign Parks Foundation

Commissioner Miller reported that tickets for Ties and Tennies scheduled for January 9, 2019 at the Virginia Theatre are available online. He reported that \$5,000 in sponsorships have been received to date. Commissioner Miller stated that food vendors for the fundraiser are still being sought.

## **Report of Officers**

### Attorney's Report

Attorney Hall reported that he is working on routine ongoing matters.

### President's Report

None.

## **Consent Agenda**

Vice President Miller stated that all items on the Consent Agenda are considered routine and shall be acted upon by one motion. He reported that Consent Agenda Items 9 and 15 are being removed and will be discussed separately.

1. Approval of Minutes of the Study Session, August 28, 2019
2. Approval of Minutes of the Regular Board Meeting, September 11, 2019
3. Approval of Minutes of the Special Board Meeting, September 25, 2019
4. Approval of Minutes of the Executive Session, September 25, 2019
5. Approval of Meeting Dates for 2020
6. Approval inserting Craig Hays Delegate, Kevin Miller as 1<sup>st</sup> Alternate, Timothy McMahon as 2<sup>nd</sup> Alternate and Joe DeLuca as 3<sup>rd</sup> Alternate to serve as delegates to the Annual Business Meeting of the Illinois Association of Park Districts to be held on January 25, 2020
7. Approval of payment of the 2018 bond issue in the amount of \$1,173,263.44 due by November 30, 2019
8. Approval of the low bid from Hickory Point Bank of 1.5% for the \$1,168,900 bond issue and to act as the bond registrar at no additional fee
10. Accepting the lowest responsible bid to purchase one (1) new 2020 Ford F-350 with Dump Body from Ford City Champaign in the amount of \$46,211
11. Approval of Ordinance No.643, an ordinance providing for the disposal of personal property owned by the Champaign Park District, which will allow for the disposal of one (1) 2006 Ford F-150 with Dump Body
12. Accepting the lowest responsible bid from Spear Corporation for the Sholem Aquatic Center Sand Filter Rehab in the amount of \$50,000, and authorizing the Executive Director enter into a contract for the work
13. Approval of the Prequalified List of Architects and Engineers as shown in Attachment 1 for a three (3) year period, which will end in November 2022
14. Approval of Change Order No. 1 to a Subrecipient Agreement with the City of Champaign for the FY18-19 Community Matters Program extending the agreement for six (6) months to expire December 31, 2019

Commissioner Solon made a motion to approve Consent Agenda Items 1 through 8 and 10 through 14. The motion was seconded by Commissioner Kuhl. The motion passed 3-0.

9. *Approval of a Donation Agreement between the Park District and OSF Healthcare System, OSF Healthcare Heart of Mary Medical Center as it relates to the Martens Center*  
Mr. DeLuce reported that it was brought to his attention the difference in the period of years for the agreement with OSF since the donation amounts from OSF and Carle are the same. He stated that staff is requesting Board consensus on whether the agreement with OSF should be for 25 years. Discussion ensued. It was the consensus of the Board that the agreement be revised for a period of 25 years.

This items was tabled until the December 11, 2019 Regular Board meeting.

15. *Approval of the FYE2020 budget book*  
Commissioner Solon stated that she had not had an opportunity to review the proposed budget book and did not feel comfortable voting on it yet. Discussion ensued. The budget and appropriation ordinance was approved in July 2019. Ms. Wallace noted that typically the ordinance and the budget book are approved at the same. However, there were numerous issues with implementing new software. The budget book is due November 30, 2019. Commissioner Solon asked whether a special meeting could be held to vote on the budget book. There was further discussion about deadline for submittal of the budget book, amount of time needed to review the budget, and setting a date and time for a special meeting.

Commissioner Kuhl made a motion to approve the 2020 annual budget book as presented unless there are any material objections filed to the Executive Director by noon on November 19, 2019, and if there are any material objections field by that time then there will be a meeting held on Monday, November 25, 2019 at 8:45 a.m. with Commissioner Solon to attend electronically for final approval. The motion was seconded by Commissioner Solon. The motion passed 3-0.

## **New Business**

### Approval of Disbursements as of October 9, 2019

Commissioner Solon made a motion to approve the list of disbursements for the period beginning October 9, 2019 and ending November 12, 2019. Discussion ensued. Commission Solon requested a report on funds spent with nonprofit originations within the past year. Mr. DeLuce discussed the process for determining which organizations to support.

The motion was seconded by Commissioner Kuhl. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Vice President Miller – yes; and Commissioner Kuhl – yes. The motion passed 3-0.

### Approval of Adoption of Ordinance No. 641: Bond Ordinance

Staff recommended adoption of Ordinance No. 641: an ordinance authorizing the issuance of General Obligation Park Limited Bonds, Series 2019, of the Champaign Park District, Champaign County, Illinois, and providing the details of such bonds, for the levy of direct annual taxes to pay such bonds, and related matters.

Commissioner Solon made a motion to adopt Ordinance No. 641: an ordinance authorizing the issuance of General Obligation Park Limited Bonds, Series 2019, of the Champaign Park District, Champaign County, Illinois, and providing the details of such bonds, for the levy of direct annual taxes to pay such bonds, and related matters. The motion was seconded by Commissioner Kuhl. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Vice President Miller – yes; and Commissioner Kuhl – yes. The motion passed 3-0. A copy of Ordinance No. 641 is attached to the minutes.

Approval of Adoption of Ordinance No. 642: Tax Levy Ordinance

Staff recommended adoption of Ordinance No. 642: an ordinance to levy property taxes in the amount of \$13,732,633 for fiscal year beginning May 1, 2020 and ending April 30, 2021.

Commissioner Kuhl made a motion to adopt Ordinance No. 642: an ordinance to levy property taxes in the amount of \$13,732,633 for fiscal year beginning May 1, 2020 and ending April 30, 2021. The motion was seconded by Commissioner Solon. 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 motion passed 3-0.

**OLD BUSINESS**

Approval of an Agreement with Hitchcock Design, Inc. d/b/a Hitchcock Design Group for development of Human Kinetics Park

Mr. DeLuce presented the report. He reported that staff updated the agreement based on feedback from the Board. Discussion ensued about the rationale for use of firms chosen for the project and drainage issues. Mr. Weiss stated that staff supports the recommendation to move forward with Hitchcock Design for this project.

Commissioner Kuhl made a motion to approve an agreement between the Park District and Hitchcock Design Group to provide professional services for the development of Human Kinetics Park. The motion was seconded by Commissioner Solon. The motion passed 3-0.

**Discussion Items**

None.

Commissioner Timothy P. McMahon arrived to the meeting at approximately 6:16 p.m.

**Comments from Commissioners**

Commissioner Solon reported that the performance by the Indigo Girls on November 12, 2019 at the Virginia Theatre was good.

Vice President Miller reported that he attended the CUSR Cupcake 5K on November 3, 2019, which had good turnout and everyone had a good time.

**Adjourn**

There being no further business to come before the Board, Commissioner Kuhl made a motion to adjourn the meeting. The motion was seconded by Commissioner Solon. The motion passed 4-0 and the meeting was adjourned at 6:19 p.m.

Approved:

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Craig W. Hays, President

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Cindy Harvey, Secretary