

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

February 24, 2021

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, February 24, 2021 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and online due to President Hays' determination that an in-person meeting or a meeting conducted pursuant to the Open Meetings Act was not practical or prudent because of the COVID-19 disaster. The Special Board Meeting occurred pursuant to published notice duly given. President Hays presided over the meeting. The four individuals identified below were physically present at the meeting with appropriate social distancing. Citizens were given the opportunity to participate in the teleconference at the web address: <https://us02web.zoom.us/j/89438812005?pwd=bIVFTkVyKzVOcHk4bkhOS3hFK3N3dz09> or by calling 312-626-6799. Citizens were also offered the opportunity to submit comments or questions by email prior to the meeting. Those comments were to be announced by President Hays during the public comment portion of the meeting. Email submissions were solicited from the public through a notice of intent to speak or comment to be submitted by noon on Wednesday, February 24, 2021 to the Executive Director of the Park District at: joe.deluce@champaignparks.org. There were no email comments or questions submitted by citizens for consideration by the Board.

Present in person: President Craig W. Hays, Joseph DeLuce, Executive Director, and Jarrod Scheunemann, Assistant to the Executive Director / Secretary.

Present electronically: Vice President Kevin J. Miller, Commissioners Barbara J. Kuhl, Jane L. Solon, Attorney Guy C. Hall, and Treasurer Brenda Timmons.

Staff present in person: Tammy Hoggatt, Director of HR, Risk and IT.

Staff present electronically: Andrea Wallace, Director of Finance, Andrew Weiss, Director of Planning, Dan Olson, Director of Operations, Jimmy Gleason, Director of Revenue Facilities, Bret Johnson, Assistant Director of Operations, Erin Dietmeier, Horticulture and Natural Areas Supervisor, Nathan Massey, Special Projects Supervisor, and Justice Miller, Sports Manager.

Call to Order

President Hays called the meeting to order at 5:30 p.m.

Comments from the Public

None.

New Business

1. Approval of Quote for the Purchase of a Router

Mr. Olson presented the report. He reported that staff recommended accepting the low quote that meets all specifications from Axiom, in the amount of \$9,154, to replace the Park District's 43-year-old router. Discussion ensued.

Vice President Miller made a motion to accept the low quote that meets all specifications from Axiom, in the amount of \$9,154. The motion was seconded by Commissioner Kuhl. Upon roll call vote, the vote was as follows: President Hays – yes; Vice President Miller – yes; Commissioner Kuhl - yes. The motion passed 3-0.

2. Approval of Change Order for Machine Roomless Traction Elevator for the Martens Center

Mr. Weiss reported that staff recommended the Board consider a change order request from Broeren Russo to upgrade the elevator system for the Martens Center. He noted that the upgrade would provide more space for storage and a reduction in the size of the control panel.

Commissioner Solon virtually joined the meeting at 5:35 p.m.

Commissioner Kuhl asked if project expenses could be reduced in another area to offset this increase. Commissioner Solon added that the elevator at the Leonhard Recreation Center has been effective and it is the same, lower cost elevator that was included in the original design of the Martens Center. Discussion ensued.

Mr. Weiss commented that the Virginia Theatre successfully utilized the machine roomless traction elevator and that it could be a premium upgrade at minimal cost for the Martens Center. Discussion ensued.

Vice President Miller asked if the annual maintenance or service agreements differed in price between the two elevators. Mr. Weiss responded that upgrading to the roomless traction elevator would not realize a reduction in maintenance costs. Discussion ensued.

Commissioner Solon made a motion to reject the change order for the machine roomless traction elevator for the Martens Center. The motion was seconded by Commissioner Kuhl. Upon roll call vote, the vote was as follows: Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Miller – yes; and President Hays – yes. The motion passed 4-0.

Discussion

1. FYE21 Capital Budget and the 2022-2027 Capital Improvement Plan

Mr. Gleason presented a report on upgrading to turf infields at the ballfields in Dodds Park. He noted that the ballfields at Dodds Park generated \$60,000 in margins in 2019 from concessions, leagues, tournaments, and rentals fees. Mr. Gleason noted that amount did not include ballfield maintenance expenses. He projected that the addition of turf infields would generate enough revenue to cover the cost of turf installation in twelve (12) years by expanding the playing seasons, tournaments, concession sales, and rentals. Mr. Gleason commented that the Park District should not expect to reduce maintenance costs when installing turf infields. By comparison, he added that Rantoul's alcohol policy could also impact future participation numbers. Discussion ensued.

Commissioner Solon requested comparative information about local softball league fees. Mr. Gleason responded that the numbers were difficult to compare due to variance in length of seasons.

Commissioner Kuhl requested clarification on the lifespan of turf fields. Mr. Gleason responded that the artificial turf infields were expected to last ten (10) to twelve (12) years depending upon frequency of use.

Mr. DeLuce commented that staff recommended updating the infields at the Dodds Park 4-plex by fall of 2021 and also recommended evaluating the first year of operations before converting the 3-plex infields to artificial turf as well. Discussion and clarifications ensued about the potential construction and programming timeline.

President Hays stated that the Park District should delay this project to collect more information on competition and expenses and to determine where the Park District can best serve the needs of the local softball community. Discussion ensued.

Erin Dietmeier, Horticulture and Natural Areas Supervisor virtually joined the meeting at 6:05 p.m.

Commissioners Kuhl and Solon noted that the Park District has a substantial list of costly capital projects to which staff is committed. Discussion ensued.

The Commissioners agreed to delay the discussion on the installation of turf infields at Dodds Park until the next fiscal year.

Mr. DeLuce presented a report on potential updates to the tennis courts at Spalding Park. MSA Professional Services provided an estimate of \$600,000 to \$864,000 to resurface the four tennis courts and add two additional courts. Mr. DeLuce asked the Board for direction about pursuing an agreement with Unit 4 to complete the project or whether the Park District should proceed with resurfacing the tennis courts.

Commissioner Kuhl requested clarification on Unit 4's original referendum commitment for the tennis courts at Spalding Park. Mr. DeLuce responded that Unit 4 had planned to build eight tennis courts at Spalding Park. He noted that he has been working with Unit 4 to determine a cost sharing solution.

Commissioner Kuhl asked about costs associated with resurfacing the four tennis courts and the expected lifespan of the tennis court surfaces. Mr. DeLuce responded that MSA had estimated re-milling costs for the court surfaces to be \$50,000, not including painting expenses. Mr. Olson responded that tennis courts surfaces can be expected to last 20-25 years.

Commissioner Kuhl inquired if the Spalding Park tennis courts could be converted into pickleball courts. Mr. DeLuce responded that other options would be considered at future meetings. Discussion ensued.

The Commissioners asked Mr. DeLuce to negotiate terms with Unit 4 for the renovation of the tennis courts at Spalding Park.

Mr. DeLuce reported that staff members were working on cost estimates for stand-alone pickleball courts options at Dodds, Hessel, and Zahnd Parks. He anticipated the Board would address this topic at the next Regular Board meeting. Discussion ensued.

Ms. Hoggatt presented a report on the Park District's technology needs. Staff requested the Board approve \$50,000 in the FY22 capital budget to maintain the Park District's computers, laptops, servers, and networks. She highlighted the need to purchase three copiers at \$10,000 and \$35,000 in network upgrades at Bresnan Meeting Center, Douglass Community Center, and Douglass Annex. Ms. Hoggatt also noted that the current Toshiba phone system had reached an age that servicing and licensing would no longer be available. She reported that staff is investigating new options. Discussion ensued.

President Hays noted the importance of funding the Park District's technology in light of the pandemic. Commissioner Kuhl asked questions to clarify the process of selecting the next phone system provider. Discussion ensued.

Mr. Gleason reported that Dog Park membership tripled in 2020 and added 104 new members in the first two months of 2021. Staff recommended investing more resources into the dog park as a result of the increased interest. Mr. Gleason stated that staff recommended adding shade structures and fencing to rotate points of entry at the dog park. Discussion ensued.

Mr. DeLuce commented that staff would revise the dog park section of the capital budget and plan for the Board to consider at a future meeting.

2. 3rd Quarter Strategic Plan Updates

Mr. DeLuce reported that staff had provided progress reports for each Department's goals. There were no questions from the Board about the Strategic Plan updates.

Commissioner Solon requested modifications to the capital budget and plan. Mr. DeLuce responded that the requested changes will be made for the next Board meeting.

3. Updates to the Board Policy Manual

Mr. Scheunemann presented the report. He stated that the review of Board policies occurs every five (5) years and is standard operating procedure. Mr. Scheunemann requested the Board discuss several policy updates as well as new research presented by Mr. Olson for the Naming Rights Policy. Discussion and revision requests ensued.

Comments from Commissioners

Commissioner Solon thanked staff for their efforts to keep the parking lots, sidewalks, and paths clear and safe after a recent snow event. The other Commissioners concurred.

Mr. DeLuce requested the Board consider potential dates for a groundbreaking ceremony at the Martens Center. He also requested the Board determine if they would like to meet on March 24, 2021. Discussion ensued and these items were deferred.

Adjourn

There being no further business to come before the Board, Commissioner Solon made a motion to adjourn the meeting. The motion was seconded by Vice President Miller. Upon roll call vote, the vote was as follows: President Hays – yes; Vice President Miller – yes; Commissioner Solon – yes; and Commissioner Kuhl – yes. The motion passed 4-0 and the meeting was adjourned at 7:11 p.m.

Approved

Craig W. Hays, President

Jarrod Scheunemann, Secretary