

**CHAMPAIGN PARK DISTRICT  
MINUTES OF THE SPECIAL BOARD MEETING  
BOARD OF PARK COMMISSIONERS  
September 22, 2021**

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, September 22, 2021 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and online due to President Miller's 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 Miller presided over the meeting. The nine 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 Miller 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, September 22, 2021 to the Executive Director of the Park District at: [joe.deluce@champaignparks.org](mailto:joe.deluce@champaignparks.org). There were no email comments or questions submitted by citizens for consideration by the Board.

Present in person: President Kevin J. Miller, Vice President Craig W. Hays, Commissioners Barbara J. Kuhl and Jane L. Solon, Joseph C. DeLuce, Executive Director, and Jarrod Scheunemann, Secretary and Assistant to the Executive Director.

Present electronically: Commissioner Timothy P. McMahon, Attorney Guy C. Hall and Treasurer Brenda Timmons.

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

Staff present electronically: Jameel Jones, Director of Recreation, Jimmy Gleason, Director of Revenue Facilities, and Steven Bentz, Director of the Virginia Theatre.

Visitors present in person: Jeff Marino, Senior Planner for the City of Champaign.

### **Call to Order**

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

### **Comments from the Public**

None.

### **New Business**

1. Approval of a Resolution Appointing Sam Banks to the Board of Directors of the Champaign Parks Foundation for the Remainder of a Two-Year Term That Expires in May, 2023.

Staff recommends that Sam Banks be appointed to the Champaign Parks Foundation Board of Directors for the remainder of a two-year term expiring May, 2023.

Commissioner Hays made a motion to approve a resolution appointing Sam Banks to the Board of Directors of the Champaign Parks Foundation for the remainder of a two-year term that expires in May, 2023. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Commissioner Kuhl – yes; President Miller – yes; Commissioner Solon – yes; and Vice President Hays – yes. The motion passed 5-0.

## 2. Approval of Bid for Janitorial Services at the Virginia Theatre

Mr. DeLuce presented the report. He stated that JMC Serve, Inc., DBA ServiceMaster Janitorial Cleaning, Champaign, was the low, only, and responsible bid to provide janitorial services at the Virginia Theatre for a term of two (2) years with the option to renew for one (1) additional year.

Commissioner Solon requested a comparative analysis of previous and current pricing for janitorial services at the Virginia Theatre. Mr. DeLuce responded that staff will prepare and provide this report.

Commissioner Solon made a motion to approve authorizing the Executive Director to execute an agreement with the low, responsible bidder, JMC Serve, Inc., DBA ServiceMaster Janitorial Cleaning, Champaign, to provide janitorial services at the Virginia Theatre for a term of two (2) years with the option to renew for one (1) additional year. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner Solon – yes; President Miller – yes; and Commissioner McMahon - yes. The motion passed 5-0.

## 3. Approval of Lease Extension with the Urbana-Champaign Sanitary District

Mr. DeLuce reported that the end date for the current lease for the Dog Park space with the Urbana-Champaign Sanitary District ends in 2028. He stated that staff and legal counsel had negotiated a new, long-term lease that will extend the agreement to 2051.

Jameel Jones, Director of Recreation and Steven Bentz, Director of the Virginia Theatre virtually joined the meeting at 5:35 p.m.

Attorney Hall noted that the terms for insurance had been revised pursuant to PDRMA requirements.

Discussion and clarification ensued about future termination and reimbursement terms for projects, if any, at the park.

Commissioner Solon made a motion to approve the new lease extension with the Urbana-Champaign Sanitary District for the Dog Park. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: President Miller – yes; Commissioner McMahon – yes; Vice President Hays – yes; Commissioner Solon – yes; and Commissioner Kuhl - yes. The motion passed 5-0.

## 4. Approval of Bid for Fiber Internet Services

Ms. Hoggatt presented the report. She noted that the Park District had entered into an agreement with i3 for fiber internet services in 2018. i3's services include complimentary Wi-Fi at five (5) parks after eighteen (18) months of payment. Near the end of the agreement, staff requested vendors to bid on the Park District's fiber internet service needs. Ms. Hogatt requested bids on adding Kaufman Park and the Martens Center to the Park District's current fiber internet services. Staff were able to reduce the total cost by \$24,000 through negotiations with i3 for the addition of these two (2) locations at \$9.99 per month for 24 months.

Discussion and clarification ensued related to boring locations at Kaufman Park, placement of new, related technology within the park, agreement terms, timeline for installation of services at Kaufman Park, and technology resource mapping.

Vice President Hays made a motion to approve an agreement between the Park District and i3 Broadband to provide fiber services to Park District facilities and authorize the Executive Director to execute the agreement contingent upon final review and consent of legal counsel. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes; Commissioner Kuhl – yes; Vice President Hays – yes; and President Miller - yes. The motion passed 5-0.

5. Approval of a Resolution to Ratify Change Order No. 3 for CUSR Center Renovation

Mr. DeLuce reported that staff recommends the Board of Commissioners approve the resolution for the CUSR Center construction contract change order No. 3, and ratify change order No. 3 for the project in the amount of \$30,788.00.

Commissioner Solon made a motion to approve the resolution for the CUSR Center construction contract change order No. 3, and ratify change order No. 3 for the project in the amount of \$30,788.00. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Commissioner McMahon – yes; Vice President Hays – yes; President Miller – yes; and Commissioner Solon - yes. The motion passed 5-0.

6. Approval of Intergovernmental Agreement with Unit 4 for Spalding Park

Mr. DeLuce stated that negotiations with Unit 4 for an Intergovernmental Agreement to renovate the Spalding Park tennis courts had been revised and is presented to the Board for consideration.

Attorney Hall presented details on subsequent revisions to the previous iteration. He commented that committee designations and payment terms had been clarified. Attorney Hall added that the Intergovernmental Agreement with Unit 4 for the Spalding Park baseball field is concurrent with the agreement terms for the Spalding Park tennis courts.

Discussion ensued about authority related to permission to proceed orders for design, development, and construction; site plan amenities; clarifications to payment terms; conflict resolution procedures; and number of rentals at the Spalding Park ballfields.

Commissioner Hays and Kuhl requested payment terms clarifications. Attorney Hall agreed to address the requested payment term items.

Commissioner Kuhl made a motion to approve approval of the Intergovernmental Agreement between the District and Unit 4 School District for the construction and ongoing operation of tennis courts at Spalding Park pursuant to revisions to payment terms in section 4.b. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner Kuhl – yes; President Miller – yes; Commissioner McMahon – yes; and Vice President Hays - yes. The motion passed 5-0.

## **Discussion**

1. Trails Plan

Mr. DeLuce reported that the Board had previously considered a request to approve a recreational easement from the City for a trail extension to the North Champaign Trail for the Parker Glen development. Mr. DeLuce invited Jeff Marino from the City to discuss the 2011 Trails Plan.

Mr. Marino reported that the City references the 2011 joint Trails Plan after receiving requests from developers. If a trail is shown in the 2011 Trails Plan in the requested development zone, the City code requires that the developer install the trail as part of the approval process. He noted the importance of the 2011 Trails Plan in expanding the regional trail network at the cost of the developer through this process for the Marathon Oil recreational easement, North Champaign Trail, and sections of the Boneyard Creek Trail.

Commissioner Solon requested a review and evaluation of the Trails Plan due to its lack of update for ten (10) years. Discussion ensued.

Mr. Marino noted that the City maintains sidewalks and trails that are adjacent to the public road right-of-way and the City relies on the Park District to maintain the other trails that do not fall within this jurisdiction.

Discussion ensued about trail maintenance expenses, City staff availability to develop a new Trails plan, Parker Glen Trail extension user safety concerns and current landscaping maintenance conditions

along that corridor, drainage, surfacing, easement due date, and when construction plans would be finalized.

President Miller commented that a review of the 2011 Trails Plan would be appropriate to assess its gaps and relevancy to the Park District's direction and initiatives in 2021. He also requested projections and summary of the Parker Glen development's tax revenue for the Park District and noted the need to serve the taxpaying residents' trails and connectivity needs as outlined in the results of the 2017 Park District community survey.

Discussion ensued related to pedestrian bridge development and additional trail developments within the City.

The Commissioners thanked Mr. Marino for attending and he departed the meeting at 6:52 p.m.

### **Comments from Commissioners**

Commissioner Solon stated she had attended the Martens Center beam signing and commended staff on the quality of the event.

Mr. DeLuce thanked the Broeren Russo staff for sponsoring and coordinating the food and t-shirts for the beam signing event.

Vice President Hays requested clarification on the location of the Park District's holiday lights display in 2021. Mr. DeLuce responded that staff are working on a holiday lights display at Prairie Farm due to the availability of electricity on-site.

Vice President Hays recommended the Park District plan to add electricity to Porter Park and trail mileage markers.

Discussion ensued about Park District related newspaper articles and insect and wildlife management.

President Miller also praised the Martens Center beam signing ceremony and stated he is looking forward to continued progress on construction.

### **Adjourn**

There being no further business to come before the Board, Vice President Hays made a motion to adjourn the meeting. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: President Miller – yes; Vice President Hays – yes; Commissioner Solon – yes; Commissioner Kuhl – yes; and Commissioner McMahon - yes. The motion passed 5-0 and the meeting was adjourned at 7:59 p.m.

Approved

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Kevin J. Miller, President

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Jarrod Scheunemann, Secretary