

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

November 10, 2021

PUBLIC HEARING

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, November 10, 2021 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and also 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 due to the COVID-19 disaster. The Public Hearing Meeting occurred pursuant to published notice duly given. President Miller presided over the meeting. The ten 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 following web address: <https://us02web.zoom.us/j/89438812005?pwd=b1VFTkVyKzVOcHk4bkhOS3hFK3N3dz09> 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, November 10, 2021 to be sent 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 Kevin J. Miller, Vice President Craig W. Hays, Commissioner Jane L. Solon Joseph DeLuce, Executive Director, Jarrod Scheunemann, Secretary and Assistant to the Executive Director, Attorney Guy C. Hall, and Treasurer Brenda Timmons.

Present electronically: Commissioners Barbara J. Kuhl and Timothy P. McMahon.

Staff present in person: Andrea Wallace, Director of Finance, Dan Olson, Director of Operations, and Tammy Hoggatt, Director of HR, Risk and IT.

Staff present electronically: Jimmy Gleason, Director of Revenue Facilities

Open the Public Hearing

President Miller opened the Public Hearing at 7:00 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, 2022 and ending April 30, 2023. A notice of the proposed 2022-2023 Tax Levy was published in *The News-Gazette* and on the Park District's website.

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

Vice President Hays made a motion to adjourn the Public Hearing. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Vice President Hays – yes; Commissioner McMahon – yes; President Miller – yes; and Commissioner Kuhl - yes. The motion passed 5-0. The Public Hearing was adjourned at 7:01 p.m.

REGULAR BOARD MEETING

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, November 10, 2021 immediately following the Public Hearing 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 Regular Board Meeting occurred pursuant to published notice duly given. President Miller presided over the meeting. The ten 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, November 10, 2021 to be sent 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 Kevin J. Miller, Vice President Craig W. Hays, Commissioner Jane L. Solon Joseph DeLuce, Executive Director, Jarrod Scheunemann, Secretary and Assistant to the Executive Director, Attorney Guy C. Hall, and Treasurer Brenda Timmons.

Present electronically: Commissioners Barbara J. Kuhl and Timothy P. McMahon.

Staff present in person: Andrea Wallace, Director of Finance, Dan Olson, Director of Operations, and Tammy Hoggatt, Director of HR, Risk and IT.

Staff present electronically: Jimmy Gleason, Director of Revenue Facilities

Call to Order

President Miller called the meeting to order at 7:01 p.m.

Comments from the Public

None.

Communications

President Miller stated that the Board had received and reviewed the communications.

New Business

Treasurer's Report

Treasurer Timmons presented the report. She stated the Park District's finances had been reviewed and were found to be in appropriate order.

Treasurer Timmons noted that the state law had been amended and the Park District's investment policy would need to be updated accordingly. She also noted issues related to PayCom's technical support. Discussion ensued about how to improve PayCom's service and support.

Vice President Hays made a motion to accept the Treasurer's Report for the month of October 2021. The motion was seconded by Commissioner Solon. 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.

Executive Director's Report

General Announcements

Mr. DeLuce encouraged the Board to attend and participate in the Parade of Lights on November 27, 2021, the joint Board meeting with the Urbana Park District on December 2, 2021 for Champaign Urbana Special Recreation, and the Douglass Seniors Holiday Party on December 9, 2021.

Committee and Liaison Reports

Champaign Parks Foundation

President Miller reported that the Parks Foundation is supporting the Park District's Holiday Lights Show at Prairie Farm which opens on November 27, 2021. He stated that Foundation Directors are hosting a hot chocolate booth to promote the efforts of the Foundation. He welcomed participation by the Board and staff.

Report of Officers

Attorney's Report

Attorney Hall reported that he is working on several ongoing matters. He outlined the most recent discussions with IDNR related to the OSLAD grant at Human Kinetics Park. Discussion ensued related to the timeline and cause of action.

President's Report

None.

Consent Agenda

President Miller stated that all items appearing below are considered routine by the Board and shall be enacted by one motion. If discussion is desired, that item shall be removed and addressed separately.

1. Approval of the Minutes of the Study Session, October 13, 2021
2. Approval of Minutes of the Public Hearing and Regular Board Meeting, October 13, 2021
3. Approval of Minutes of the Special Board Meeting, October 27, 2021
4. Approval of Meeting Dates for 2022
5. Approval of inserting Craig Hays as Delegate, Timothy McMahon as 1st Alternate, Joe DeLuce as 2nd Alternate and Jarrod Scheunemann as 3rd Alternate to serve as delegates to the Annual Business Meeting of the Illinois Association of Park Districts to be held on January 29, 2022 at 3:30 p.m.
6. Approval of payment of the 2020 bond issue in the amount of \$1,195,800 due by November 30, 2021
7. Approval of the low bid from INB Bank of 0.449% for the \$1,212,500 bond issue and to act as the bond registrar at no additional fee

Vice President Hays made a motion to approve the Consent Agenda. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Vice President Hays – yes; President Miller – yes; Commissioner McMahon – yes; and Commissioner Kuhl – yes. The motion passed 5-0.

Approval of Disbursements

President Miller opened the floor to questions or comments from Board members related to the list of disbursements.

Discussion and clarifications ensued regarding accounting terminology.

Vice President Hays made a motion to approve the list of disbursements for the period beginning October 13, 2021 and ending November 10, 2021. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: President Miller – yes; Commissioner McMahon – yes; Vice President Hays – yes; Commissioner Kuhl – yes; and Commissioner Solon – yes. The motion passed 5-0.

Approval of Adoption of Ordinance No. 654: Tax Levy Ordinance

Ms. Wallace reported that the Board passed a resolution at its Regular Board meeting on October 13, 2021 to give public notice and hold a public hearing on November 10, 2021 regarding its intent to adopt a tax levy. Public notice was posted in the News-Gazette and on the Park District's website. Ms. Wallace also stated that the tax rate will not exceed 0.7279 and the amount extended will not exceed \$14,656,987.

Vice President Hays made a motion to adopt Ordinance No. 654: An Ordinance to Levy Property Taxes in the amount of \$14,656,987 for fiscal year beginning May 1, 2022 and ending April 30, 2023. The motion was seconded by Commissioner McMahon. 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.

Approval of Adoption of Ordinance No. 655: Bond Ordinance

Staff recommended Adoption of AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION PARK LIMITED BONDS, SERIES 2021, OF THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS, AND PROVIDING THE DETAILS OF SUCH BONDS AND FOR THE LEVY OF DIRECT ANNUAL TAXES TO PAY SUCH BONDS, AND RELATED MATTERS.

Vice President Hays made a motion to adopt Ordinance No. 655: Adoption of AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION PARK LIMITED BONDS, SERIES 2021, OF THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS, AND PROVIDING THE DETAILS OF SUCH BONDS AND FOR THE LEVY OF DIRECT ANNUAL TAXES TO PAY SUCH BONDS, AND RELATED MATTERS. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes; President Miller – yes; Vice President Hays – yes; and Commissioner Kuhl - yes. The motion passed 5-0.

Approval of Bids for 2022 Bedding Plants

Mr. Olson reported that the average cost per flat had dramatically increased the previous year due to a number of factors. In 2022, staff reorganized their plans and were able to scale down the number of flats and also eliminate vegetatively propagated plants to reduce expenses by seven percent (-7%). Mr. Olson stated that the bid for bedding plants had been sent to fifteen (15) greenhouses and many chose not to bid due to capacity and shipping concerns.

Discussion ensued related to the number of flower beds, labor allocations, and payment due dates for flower island sponsorships.

Vice President Hays made a motion to accept the bids and authorize the Executive Director to execute contracts to purchase 2022 bedding plants for each order to the respective lowest responsible bidders as follows: park flower program order with 2,035 flats to Ropp's Flower Factory for a total of \$45,563 and flower island order with 1,651 flats to Connie's Country Greenhouse for a total of \$43,313. The total cost of the two recommended orders for 2021 will be \$88,876 with funds allocated in the FY22-23 operating budget. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: President Miller - yes; Commissioner McMahon – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; and Vice President Hays – yes. The motion passed 5-0.

Comments from Commissioners

Commissioner Kuhl shared about a letter she had received from a citizen that complimented the operations staff.

Vice President Hays acknowledged the Leonhard Recreation Center staff for their recreation programs and shared compliments he had received regarding the strength training classes.

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 Solon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner Solon – yes; Commissioner McMahon– yes; and President Miller – yes. The motion passed 5-0 and the meeting was adjourned at 7:26 p.m.

Approved:

Kevin J. Miller, President

Jarrod Scheunemann, Secretary