

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

May 11, 2022

The Champaign Park District Board of Commissioners held the Annual Meeting on Wednesday, May 11, 2022 at 7:00 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 Annual Board Meeting occurred pursuant to published notice duly given. President Miller presided over the meeting. The thirteen 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, May 11, 2022 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, Commissioners Barbara J. Kuhl, Timothy P. McMahon, and Jane L. Solon, Attorney Guy C. Hall, Joseph C. DeLuce, Executive Director, and Jarrod Scheunemann, Secretary and Director of Administrative Services.

Present electronically: Treasurer Brenda Timmons.

Staff present in person: Andrea Wallace, Director of Finance and Heather Miller, Director of Human Resources.

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

Michael Comet from Pepsi Bottling Company and Joe Stovall and Shannon McFarland from First String, Inc. attended the meeting in-person.

Jean Flood from the League of Women's Voters was also electronically in attendance.

Call to Order

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

Election of Officers

Election of President

Commissioner Kuhl made a motion to nominate and elect Kevin J. Miller for the office of President. The motion was seconded by Vice President Hays. There were no other nominations. Upon roll call, the vote was as follows: President Miller – yes; Vice President Hays– yes; Commissioner Solon – yes; Commissioner McMahon – yes; and Commissioner Kuhl – yes. The motion passed 5-0.

Election of Vice President

Commissioner Solon made a motion to nominate and elect Craig W. Hays for the office of Vice President. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Commissioner Solon – yes; President Miller – yes; Vice President Hays – yes; and Commissioner McMahon. The motion passed 5-0.

Appointment of Officers

Appointment of Secretary, Assistant Secretary, and Treasurer

Commissioner McMahon made a motion that Jarrod Scheunemann be appointed as Secretary of the Champaign Park District. The motion was seconded by Vice President Hays. There were no other nominations. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner Kuhl – yes; Vice President Hays – yes; President Miller – yes, and Commissioner McMahon. The motion passed 5-0.

Vice President Hays made a motion that Joseph C. DeLuce be appointed as Assistant Secretary of the Champaign Park District. The motion was seconded by Commissioner Kuhl. There were no other nominations. Upon roll call, the vote was as follows: Commissioner McMahon – yes; President Miller – yes; Vice President Hays – yes; Commissioner Kuhl – yes; and Commissioner Solon – yes. The motion passed 5-0.

Commissioner Solon made a motion that Brenda Timmons be appointed as Treasurer of the Champaign Park District. The motion was seconded by Vice President Hays. There were no other nominations. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Hays – yes; President Miller – yes; and Commissioner McMahon - yes. The motion passed 5-0.

Attorney Hall then administered the Oaths of Office to Secretary Jarrod Scheunemann, Assistant Secretary Joseph C. DeLuce, and Treasurer Brenda Timmons.

Appointment of Board Member to Boards and Committees

Commissioner Kuhl made a motion to appoint Jarrod Scheunemann to the Champaign Parks Foundation Board. The motion was seconded by Vice president Hays. There were no other nominations. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Commissioner Solon – yes, Vice President Hays – yes; Commissioner Kuhl – yes; and President Miller – yes. The motion passed 5-0.

Adjourn

There being no further business to come before the meeting, 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: President Miller – yes; Vice President Hays – yes; Commissioner McMahon – yes; Commissioner Kuhl – yes; and Commissioner Solon – yes. The motion passed 5-0. The Annual Meeting was adjourned at 7:06 p.m.

Approved:

Kevin J. Miller, President

Jarrod Scheunemann, Secretary

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

May 11, 2022

The Champaign Park District Board of Commissioners held the Regular Meeting on Wednesday, May 11, 2022 at 7:07 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 Regular Board Meeting occurred pursuant to published notice duly given. President Miller presided over the meetings. The thirteen 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, May 11, 2022 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, Commissioners Barbara J. Kuhl, Timothy P. McMahon, and Jane L. Solon, Attorney Guy C. Hall, Joseph C. DeLuce, Executive Director, and Jarrod Scheunemann, Secretary and Director of Administrative Services.

Present electronically: Treasurer Brenda Timmons

Staff present in person: Andrea Wallace, Director of Finance and Heather Miller, Director of Human Resources.

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

Michael Comet from Pepsi-Cola Bottling Champaign-Urbana Company, as well as Joe Stovall and Shannon McFarland on behalf of First String, Inc. attended the meeting in-person.

Jean Flood from the League of Women's Voters was also electronically in attendance.

Call to Order

President Miller called the meeting to order at 7:07 p.m.

Presentation

Joe Stovall and Shannon McFarland from First String, Inc. presented information about the organization's twenty-nine (29) year history of providing baseball and basketball programs for youth in the northeast region of Champaign and northwest region of Urbana.

Mr. Stovall requested the Board consider funding the renovation of the current First String, Inc. concession stand to meet public health department and City requirements such as restaurant-ready permits and restrooms. Mr. Stovall stated that the concessions stand sales have been used to support First String's youth programming and that a new facility would help expand services to overcome food insecurity issues within the Douglass Park region. He also requested the Board consider renaming one of the baseball fields at Douglass Park after Ernie Westfield.

Commissioner Kuhl asked if First String had received a cost estimate for the project. Mr. Stovall responded that CU Under Construction had provided a quote of \$40,000 to \$50,000.

Discussion and clarifications ensued regarding utilities, site planning, cost estimates, and the use of

other Park District facilities to support First String's needs.

The Commissioners thanked Mr. Stovall and Ms. McFarland for their time and they departed the meeting at 7:27 p.m.

Comments from the Public

None.

Communications

President Miller called attention to the communications, which had been distributed to the Board.

Treasurer's Report

Treasurer Timmons presented the Treasurer's Report for the month of April 2022. She stated the Park District's finances had been reviewed and were found to be in appropriate order.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of April 2022. The motion was seconded by Vice President Hays. 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.

Treasurer Timmons congratulated Ms. Wallace for receiving the GFOA Distinguished Budget Presentation Award.

Executive Director's Report

General Announcements

Mr. DeLuce encouraged Park Board members and staff to attend the induction ceremony for the Olympic Tribute on June 4, 2022, the donor preview of the Martens Center on June 23, 2022, and the grand opening of the Martens Center on June 25, 2022.

Mr. DeLuce commended the Board and staff for receiving the class III National Recreation and Park Association Gold Medal award. He noted that the Park District was one of four finalists and that the Grand Plaque winner would be selected at the national conference in September, 2022. The last time the Park District was selected for this honor was in 1998.

Commissioner Kuhl added that WCIA has been publicizing this story.

Committee and Liaison Reports

Champaign Parks Foundation

President Miller reported that the Foundation Board is seeking three new directors to fill vacancies. The Parks Foundation is also involved in the donor preview day at the Martens Center.

Report of Officers

Attorney's Report

Mr. Hall reported revising several contracts as well as completing several other routine matters for the Park District.

President's Report

None.

Consent Agenda

President Miller stated that all items on the Consent Agenda are considered routine and shall be acted upon by one motion. If discussion is desired regarding any item, that item shall be removed and discussed separately.

1. Approval of Minutes of the Regular Board Meeting, April 13, 2022.
2. Approval of Minutes of the Executive Session, April 13, 2022.
3. Approval of Minutes of the Special Board Meeting, April 27, 2022.
4. Approval of Minutes of the Executive Session, April 27, 2022.

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

New Business

Approval of Disbursements

Commissioner Solon made a motion to approve the list of disbursements for the period beginning April 13, 2022 and ending May 10, 2022. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Vice President Hays – yes; President Miller – yes; Commissioner McMahon – yes; Commissioner Solon – yes; and Commissioner Kuhl - yes. The motion passed 5-0.

Approval of Entering into an Agreement for Dental and Life Insurance Benefits

Ms. Miller presented the report. She indicated that original proposal from Principal Financial Group had included a five percent (5%) increase for dental insurance. Staff negotiated the transfer of vision insurance to Principal Financial Group as part of the package which will cause the dental and life insurance costs to remain flat for the Park District and staff. The premium vision insurance option will be eliminated in the transfer, but the standard option will remain unchanged. Ms. Miller stated that the Park District's overall cost would increase due to the hiring of additional staff for the Martens Center.

Discussion and clarifications ensued about the Park District's comprehensive benefits package.

Vice President Hays made a motion to approve entering into a one (1) year agreement with Principal Financial Group for dental, vision, and life insurance benefits beginning June 1, 2022 through May 31, 2023. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner Kuhl – yes; Vice President Hays – yes; President Miller – yes; and Commissioner McMahon – yes. The motion passed 5-0.

Approval of a Resolution Establishing Authority for the Executive Director to Execute Change Orders

Mr. DeLuce reported that this resolution allows the Executive Director to execute contracts, change orders, amendments, and/or time extensions related to specific projects that have been approved by the Board for FY23. Mr. DeLuce stated that he would continue to seek the Board's approval, ratifications, and input as appropriate.

Commissioner Solon made a motion to approve the resolution establishing the Executive Director's authority to execute contracts including change orders, amendments, and/or time extensions as it relates to specific projects approved by the Board for FYE23. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Vice President Hays – yes; President Miller – yes; Commissioner McMahon – yes; and Commissioner Solon - yes. The motion passed 5-0.

Approval of IGA with Champaign County Clerk for Election Ballot Boxes

Mr. DeLuce reported that the County's certificate of insurance had expired. Staff requested an updated copy; at which time the County Clerk indicated they were interested in extending the election ballot box agreement. Mr. DeLuce stated that staff recommend the Park Board approve a one-year extension of the IGA with the County Clerk's office for the placement of ballot boxes in Centennial and Douglass Parks through June of 2023.

Discussion ensued regarding the June, 2022 primary election and the County Clerk's requests for voting space at Park District facilities.

Vice President Hays made a motion to approve a one-year extension of the IGA with the County

Clerk's office for the placement of ballot boxes in Centennial and Douglass Parks through June of 2023. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Vice President Hays – yes; Commissioner Kuhl – yes; Commissioner McMahon – yes; and President Miller - yes. The motion passed 5-0.

Jean Flood departed the meeting at 7:55 p.m.

Approval of Agreement with Barcom for Park District Security Systems Management

Mr. Scheunemann presented the report. The opening of the Martens Center has provided an opportunity for the Park District to investigate new options for fire and intrusion monitoring services. Mr. Scheunemann noted that staff has experienced a number of issues with billing, customer service, monitoring, and repairs since Securitas purchased the Park District's current fire and intrusion monitoring provider, FE Moran in 2021. Staff members had received quotes for fire and intrusion monitoring services from three providers and recommended approval of a three-year agreement with Barcom Security, totaling \$13,260 for annual service and a one-time purchase of \$6,076 for cellular receiver equipment replacement.

Discussion and clarifications ensued related to the sale or credit for the current cellular receiver equipment and virtual monitoring opportunities with the new provider.

Commissioner Solon made a motion to approve a three-year agreement with Barcom Security, totaling \$13,260 for annual service and a one-time purchase of \$6,076 for cellular receiver equipment replacement and authorizes the Executive Director to enter into the contract pending Park District legal counsel review. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Vice President Hays – yes; President Miller – yes; Commissioner McMahon – yes; and Commissioner Solon - yes. The motion passed 5-0.

Approval of Ratification of a Contract with an Electric Supplier

Ms. Wallace reported that the Park District met with its energy consultant to confirm electric rates. She stated that Ameren rates had doubled compared to the previous year and that the Park District has until June, 2022 to execute an agreement before it would automatically be switched to Ameren as the electric supplier. American Electric Power (AEP) quoted a rate that would increase the Park District's electric costs by \$102,000 per year for the next four years. However, the volatility of electric supply rates caused AEP to place a temporary hold on its rates and agreements.

Discussion and clarifications ensued regarding prior agreements, the amount of time a proposed electric rate is available at said rate, solar opportunities, capped kilowattage and penalties for exceeding the cap by 10% or more, Park District electricity usage numbers prior to the pandemic, and projected electric usage for the Martens Center.

Vice President Hays then made a motion to approve ratifying an agreement for electric rates with an amendment to account for the 2019 Park District kilowatt usage and a four to five percentage increase in kilowatt usage due to the opening of the Martens Center, as well as elimination of penalties for exceeding projected kilowatt usage. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: President Miller – yes; Commissioner Kuhl – yes; Commissioner McMahon – yes; Vice President Hays – yes; and Commissioner Solon - yes. The motion passed 5-0.

Approval of Amending Motion and Ratifying the Beverage Agreement

Mr. Comet, the principal for Pepsi Cola C-U Bottling Company (Pepsi) thanked the Board for its long-term partnership with Pepsi. He stated that he has always viewed Pepsi's agreement with the Park District as the company's way to provide community service to the residents of Champaign. Pepsi has experienced increases in expenses and the proposed agreement's updated pricing addresses market adjustments.

Mr. DeLuce added that staff are recommending the Board reconsider and amend the motion to change the approved term of the agreement with Pepsi from two years to three years and ratify the same.

Commissioner Kuhl made a motion to reconsider and amend the previously approved motion to change the term of the agreement with Pepsi-Cola C-U Bottling Company from two years to three years and ratify the same. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Hays – yes; and President Miller - yes. The motion passed 5-0.

Michael Comet departed the meeting at 8:10 p.m.

Discussion Items

FY23 Annual Operating Budget

Ms. Wallace reported that she is currently working on the tax levy and salary information to present to the Board. She noted that CPI has increased by seven percent (7%) and that the Park District will be unable to capture more than five percent (5%) due to tax cap law.

Discussion and clarifications ensued regarding timeline for the budget presentation to the Board and the July, 2022 Special Meeting deadline for approving the budget.

Vice President Hays congratulated Ms. Wallace for receiving the GFOA Distinguished Budget Presentation Award. He also noted that the overall Equalized Assessed Valuation (EAV) may vary due to the potential number of real estate tax bill protests.

Comments from Commissioners

Commissioner Solon commented that the parks look great and requested Park District staff investigate a fallen branch in Hessel Park.

President Miller added that it is nice to see people using the parks and youth playing baseball at the Park District ballfields.

Executive Session

Vice President Hays moved pursuant to the bases set forth below to convene into Executive Session. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner Kuhl – yes; Commissioner McMahon – yes; Vice President Hays – yes; and President Miller - yes. The motion passed 5-0. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2 (c)(6) the setting of a price for sale or lease of property owned by the public body. Treasurer Timmons and staff, except for Messrs. DeLuce and Scheunemann departed at this time.

Return to Regular Meeting

Following the adjournment of the Executive Session, the Board reconvened in open meeting.

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; President Miller – yes; and Commissioner McMahon – yes. The motion passed 5-0 and the meeting was adjourned at 8:44 p.m.

Approved:

Kevin J. Miller, President

Jarrod Scheunemann, Secretary