

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

**May 25, 2022**

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, May 25, 2022 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and online due to President Millers' 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 fourteen 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 25, 2022 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 and Commissioner Jane L. Solon, Attorney Guy C. Hall, Treasurer Brenda Timmons, Joseph DeLuce, Executive Director, and Jarrod Scheunemann, Director of Administrative Services / Secretary.

Present electronically: Commissioner Timothy P. McMahon.

Excused as absent with prior notice duly given, Vice President Craig W. Hays and Commissioner Barbara J. Kuhl.

Staff present in person: Andrea Wallace, Director of Finance, Dan Olson, Director of Operations, Heather Miller, Director of Human Resources, Jimmy Gleason, Director of Revenue Facilities, and Joe Kearfott, Assistant Director of Administrative Services.

Other in person attendees included Park District residents Don Block, Stu Meacham, and Patricia Hatch.

Neil Strack and Brian Kesler from Architectural Expressions and Jean Flood of the League of Women's Voters were also electronically in attendance.

**Call to Order**

President Miller called the meeting to order at 5:31 p.m.

**Comments from the Public**

Mr. Don Block stated that the number of local pickleball players continues to grow as well as the need for stand-alone pickleball courts. Mr. Block commended the Board for considering the current accessible and visible location to construct a pickleball complex at Centennial Park and encouraged the Board to move forward with the development to meet the growing demand within the community.

President Miller asked Mr. Block his opinion about pickleball court fencing heights and interior perimeter fencing for individual courts. Mr. Block responded that perimeter fencing for the interior courts would be ideal.

## **New Business**

1. Consideration of Bid from Petry-Kuhne for Construction of Centennial Park Pickleball Complex  
Mr. Olson presented the report. He stated that Architectural Expressions had developed the bid project manual for construction and had organized the bid opening. Mr. Olson noted that the Park District had received only one bid for the project, from Petry Kuhne totaling \$947,790, which is twenty-six percent (26%) higher than project budget.

Discussion and clarifications ensued regarding potential options for proceeding with the project within budget. Mr. Strack shared four options to reduce the scope of the pickleball complex project and construction estimates. Discussion and clarifications ensued regarding the scope of the options, cost estimates, and amenity adjustments, reductions, or eliminations such as restrooms, parking, lighting, number of courts, and fencing.

Attorney Hall noted that the Board might accept or reject the bid and then revise the scope of the project to rebid it at a later date. He also stated the Board may be able to approve the current bid and then perhaps work with the contractor to address change orders to reduce the scope of the project, to accommodate budgetary concerns.

Commissioner McMahon made a motion to accept the bid from Petry Kuhne to construct a pickleball complex at Centennial Park as presented totaling \$947,790, to include a subsequent change order(s) reducing the scope of the project that are germane to original bid, and in the best interests of the Park District so as not to exceed the original budget of \$750,000 (i.e., eliminating the restroom facility and to include eight (8) total courts). The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: President Miller – yes; Commissioner Solon – yes; and Commissioner McMahon – yes. The motion passed 3-0.

Mr. Strack, Mr. Kesler, Mr. Block, Mr. Meacham, and Ms. Hatch departed the meeting at 6:04 p.m.

## 2. Approval Setting a Public Hearing on the Amended Budget and Appropriations Ordinance for Fiscal Year Ended April 30, 2022

Ms. Wallace reported that staff recommend the Board approve setting a public hearing on the amended budget and appropriations ordinance for fiscal year ended April 30, 2022. She stated that the budget amendment increases total revenues by \$931,607 and increases total expenditures by \$817,459, for a net overall change of \$114,148. The net increase of revenue is due to additional property taxes collected over the original discount rate used for budget purposes, along with an increase in donations received for the Martens Center project. Increases in expenditures are attributed to Martens Center construction plus changes in salaries due to the increase in the wage classifications and adjustments made for minimum wage increases.

Commissioner Solon asked whether the Park District had completed a budget amendment in the past. Ms. Wallace responded that a budget amendment was approved in 2017.

Commissioner Solon made a motion to approve setting a public hearing on the amended budget and appropriation ordinance for Wednesday, July 13, 2022 at 7:00 p.m. at the Bresnan Meeting Center to receive public comments. Ordinance No. 659, the amended budget and appropriation ordinance, is available at the Bresnan Meeting Center for public review. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes; and President Miller – yes. The motion passed 3-0.

## **Discussion**

President Miller tabled discussion regarding Ordinance 618 and the Board Policy Manual due to the excused absence of two (2) Commissioners.

FY23 Annual Operating Budget

Ms. Wallace presented the report. She highlighted charts that had been prepared for the Board to comparatively analyze the Park District's longitudinal and historical CPI, taxes, wages, and benefits data.

Discussion and clarifications ensued regarding delivery date of the budget book draft to the Board, the minimum time needed for the Board to review and comment about the budget book draft, the timeliness of the budget book process, and potential staffing and process solutions.

Commissioner Solon shared her appreciation for Ms. Wallace's efforts and encouraged staff to develop a timely budget process to ensure the Board has ample time to review the budget book.

**Comments from Commissioners**

None.

**Executive Session**

Commissioner Solon 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; President Miller – yes; and Commissioner McMahon - yes. The motion passed 3-0. 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.

**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, Commissioner Solon made a motion to adjourn the meeting. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes; and President Miller – yes. The motion passed 3-0 and the meeting was adjourned at 6:49 p.m.

Approved:

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Kevin J. Miller, President

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Jarrod Scheunemann, Secretary