

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

**June 8, 2022**

The Champaign Park District Board of Commissioners held the Regular Board Meeting on Wednesday, June 8, 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 Regular Board Meeting occurred pursuant to published notice duly given. President Miller presided over the meeting. The eleven 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, June 8, 2022 to be sent 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 Jane L. Solon and Timothy P. McMahon, Treasurer Brenda Timmons, Joseph C. DeLuce, Executive Director, and Jarrod Scheunemann, Secretary and Director of Administrative Services

Present electronically: Attorney Guy C. Hall

Absent with excused prior notice duly given: Commissioner Barbara J. Kuhl

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

Staff present electronically: Andrew Weiss, Director of Planning, Jameel Jones, Director of Recreation, and Jimmy Gleason, Director of Revenue Facilities

Neil Strack of Architectural Expressions also attended the meeting in-person.

Brian Kesler of Architectural Expressions also electronically attended the meeting.

#### **Call to Order**

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

#### **Comments from the Public**

None.

#### **Communications**

President Miller called attention to the communications that had been distributed.

#### **Treasurer's Report**

Ms. Timmons presented the Treasurer's Report for the month of May 2022. She noted that revenue from program fees had increased by 36% when compared to May, 2021, which also meant a 24% increase in expenses for staff salaries to lead recreation programs. Ms. Timmons stated that staffing totals had reached 398 employees.

Commissioner Hays made a motion to accept the Treasurer's Report for the month of May 2022. 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; and Commissioner McMahon – yes. The motion passed 4-0.

## **Executive Director's Report**

### General Announcements

Mr. DeLuce thanked the Commissioners and Parks Foundation Directors who attended the Olympic Tribute Induction ceremony on June 4<sup>th</sup>. He noted that the Park District inducted five (5) new Olympic and Paralympic athletes at the ceremony. Mr. DeLuce reminded the Board that rescheduling of the Martens Center preview (July 14<sup>th</sup>) and grand opening (July 16<sup>th</sup>) occurred due to material delivery delays.

## **Committee and Liaison Reports**

### Champaign Parks Foundation

None.

## **Report of Officers**

### Attorney's Report

Mr. Hall reported that his firm is engaging in the revision of several agreements as well as several other pending or 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 Annual and Regular Board Meetings, May 11, 2022
2. Approval of Minutes of the Executive Session, May 11, 2022
3. Approval of Minutes of the Special Board Meeting, May 25, 2022
4. Approval of Minutes of the Executive Session, May 25, 2022
5. Approval of Hazard Communication Program Manual

Commissioner Solon made a motion to approve Consent Agenda items one (1) through four (4) and to remove item five (5) for discussion. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Vice President Hays – yes; President Miller – yes; and Commissioner Solon - yes. The motion passed 4-0.

## **New Business**

### 1. Approval of Hazard Communication Program Manual

Commissioner Solon made a motion to table approval of the Hazard Communication program. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: President Miller – yes; Commissioner Solon – yes; Vice President Hays – yes; and Commissioner McMahon - yes. The motion passed 4-0.

### 2. Approval of Disbursements

Staff recommended approval of disbursements for the period beginning May 11, 2022 and ending June 7, 2022.

Commissioner Solon made a motion to approve the list of disbursements for the period beginning May 11, 2022 and ending June 7, 2022. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Commissioner Solon – yes; President Miller – yes; and Vice President Hays - yes. The motion passed 4-0.

3. Approval of Bid for Playground Surfacing

Mr. Olson reported that staff recommends accepting the lowest responsible bid and authorizing the Executive Director to purchase playground surfacing mulch from J & L Morris Trucking at a bid price of \$18.25 per cubic yard.

Vice President Hays clarified that pricing does not change if the Park District exceeds its estimated total of playground surfacing. Mr. Olson confirmed that the cubic yard cost will not change based upon quantity.

Commissioner Solon made a motion to approve accepting the lowest responsible bid and authorizing the Executive Director to purchase playground surfacing mulch from J & L Morris Trucking at a bid price of \$18.25 per cubic yard. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: President Miller – yes; Commissioner McMahon – yes; Commissioner Solon – yes; and Vice President Hays - yes. The motion passed 4-0.

4. Approval of a Subrecipient Agreement between the City of Champaign and the Park District for the Community Matters Program

Attorney Hall recommended the Board table the agreement or amend its motion to revise the insurance term as amended in the previously year's agreement.

Commissioner Solon made a motion to approve the Subrecipient Agreement with City of Champaign for the Community Matters Program subject to revisions to the insurance terms as amended in the previous agreement. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes; President Miller – yes; and Vice President Hays - yes. The motion passed 4-0.

5. Approval of Agreement with Petry Kuhne for the Pickleball Complex Construction at Centennial Park

Mr. Neil Strack from Architectural Expressions presented the report. He reported that his firm reduced the cost and scope of the pickleball complex project by eliminating the restroom/concessions building and related services. He also recommended accepting the add alternate to include two (2) additional pickleball courts thereby increasing the total to eight (8) courts. The net reduction is \$316,550. The proposed original contract sum is \$947,790. Mr. Strack noted that the Park District will be completing the current site demolition and that it might be possible to keep the current drinking fountain. He stated that everything that is reduced or eliminated from the current project could be included in future phases.

Mr. Olson commented that the scenario that Mr. Strack outlined is encapsulated within the agreement and change order action items.

Discussion and clarifications ensued regarding the entry point for electrical services from John Street and perimeter and interior fencing heights.

Vice President Hays made a motion to approve an agreement with Petry Kuhne for pickleball complex construction at Centennial Park. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner McMahon – yes; President Miller – yes; Vice President Hays – yes; and Commissioner Solon - yes. The motion passed 4-0.

6. Approval of a Resolution and Change Order No 1 for the Pickleball Complex Construction at Centennial Park

Vice President Hays made a motion to approve the resolution and change order no 1 with Petry Kuhne for a deduct totaling \$236,088 for the pickleball complex construction at Centennial Park. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Vice President Hays – yes; President Miller – yes; and Commissioner McMahon - yes. The motion passed 4-0.

President Miller thanked Messrs. Strack and Kesler for their time and assistance and they departed

the meeting at 7:22 p.m.

## **Discussion Items**

### 1. FY23 Annual Operating Budget

Ms. Wallace presented the report. She reported about the special events budget. Ms. Wallace noted that Flannel Fest will be moving to Centennial Park and will expand to two days. Additional special events that are reflected in the budget include: the Daddy-Daughter Dance, an expanded Winter Lights program at Prairie Farm, and a West Side Park Arts Festival.

Discussion and clarifications ensued regarding the new ownership and pricing model at the rental venue for the Daddy-Daughter Dance, favoring a revenue generating or break-even model for special events, the history of Taste of Champaign-Urbana, and the community building, uplifting, and unifying natures of special events.

Ms. Wallace continued the budget discussion by highlighting line items from the cultural arts fund including ballet, dance, and youth theatre programming.

Discussion and clarifications ensued related to increased license fees, the conversion of FT2 designated staff to FT1 designation, minimum wage increases, and increases in staff numbers to return to post pandemic capacities.

Ms. Wallace reported about the liability and insurance funds. She noted the division of risk and tech salary between the liability fund and the general fund and \$55,000 allocated for security system upgrades. Discussion and clarifications ensued regarding the Risk Manager's promotion and compensation and employee fringe benefits. Commissioner Solon addressed financial matters associated with various funds.

### 2. OSLAD Grant Application Discussion

Mr. DeLuce reported that the Illinois Department of Natural Resources (IDNR) announced that \$56,000,000 would be available in the Open Space Land Acquisition, and Development (OSLAD) grant program for 2022. He requested the Commissioners share their preferences for the Park District's application to determine the top three projects for staff to develop more information to share with the Board at the June 22, 2022 Special Meeting.

Discussion and clarifications ensued related to potential application options, the number of animals and visibility of protocols at Prairie Farm, and the status of current OSLAD grant projects.

The Commissioners directed staff to provide more information at the June 22, 2022 Special Meeting about potential 2022 OSLAD grant applications for Douglass Park and a variety of other options.

### 3. Process for Reviewing Ordinance 618: Park Rules and Regulations and Review of Chapter 2 – Public Use, Chapter 3 – Protection of Property Structure and Natural Resources, and Chapter 4 – Regulation of Recreational Activities.

Mr. Olson highlighted staff's process for recommending revisions to the park rules and regulations.

Discussion and clarifications ensued related to unmanned aircraft system regulations and the process to capture and codify the Board and legal counsel's revisions and recommendations.

## **Comments from Commissioners**

Commissioner Solon commented that out-of-town family members visited Park District parks and facilities. She noted that they are impressed with the Park District's offerings. She requested staff address age requirements at playgrounds. Mr. DeLuce responded that he would notify the park ambassadors.

Vice President Hays highlighted the walk the river program at Sholem Aquatic Center and complimented Mr. Johnson and Operations staff for their efforts related to his donation of a memorial tree and bench at Mattis Park.

**Executive Session**

Commissioner Solon moved pursuant to the bases set forth below to convene into Executive Session. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: President Miller – yes; Commissioner McMahon – yes; Commissioner Solon – yes; and Vice President Hays - yes. The motion passed 4-0. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS Par. 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.

**Executive Session Action Item**

1. Approval of Agreement with Don Moyer Boys and Girls Club at the Martens Center

Commissioner Solon made a motion to approve tabling an agreement Don Moyer Boys and Girls Club at the Martens Center. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner McMahon – yes; President Miller – yes; Vice President Hays – yes; and Commissioner Solon - yes. The motion passed 4-0.

**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 McMahon. Upon roll call, the vote was as follows: Commissioner McMahon – yes; President Miller – yes; Vice President Hays – yes; and Commissioner Solon - yes. The motion passed 4-0 and the meeting was adjourned at 8:35 p.m.

Approved:

\_\_\_\_\_  
Kevin J. Miller, President

\_\_\_\_\_  
Jarrod Scheunemann, Secretary