

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE SPECIAL BOARD MEETING
BOARD OF PARK COMMISSIONERS
June 22, 2022**

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, June 22, 2022 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 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, June 22, 2022 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 and Barbara J. Kuhl, Attorney Guy C. Hall, Joseph C. DeLuce, Executive Director, and Jarrod Scheunemann, Secretary and Director of Administrative Services

Excused as absent with prior notice duly given: Commissioner Timothy P. McMahon and Treasurer Brenda Timmons

Staff present in person: Andrea Wallace, Director of Finance, Andrew Weiss, Director of Planning, Dan Olson, Director of Operations, and Heather Miller, Director of Human Resources

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

Alex Nagy, Assistant City Engineer and Shannon Beranek, Transportation Engineer from the City of Champaign as well as Anthony Jansen, Senior Project Engineer from Farnsworth Group, Inc also attended the meeting in-person.

Call to Order

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

Presentation

Messrs. Nagy and Jansen presented an update about the City of Champaign's Boneyard Creek Development project. Mr. Nagy highlighted four phases of the project that impact the Park District. The phase that included redevelopment of Bristol Park is complete. Mr. Jansen explained the phases that will impact Skelton and Wesley Parks, including drainage and trail/boardwalk renderings.

President Miller and Commissioner Solon requested more information about the flood zone, and the durability of and maintenance responsibility for the boardwalks. Mr. Nagy responded that the boardwalks will be made with concrete planks to increase lifespan. He stated that the City would be responsible for the maintenance of the trail and it expects minimal flooding impacts, possibly only during a 100-year flood event.

Mr. Jansen noted possible future impacts related to the Boneyard Creek Development project, as well as construction and improvements at Wesley Park. He highlighted construction plans to move the Boneyard Creek underground through a 54" pipe on the west side of the park, and the addition of a ten-foot (10') wide path on the west side of the park and trail node parking spaces at Wesley Park.

Commissioner Solon requested clarification about the plan to add parking and the potential impact of burying pipe next to mature trees within Wesley Park. Mr. Nagy responded that City and Park District staff discussed adding parking to increase access to the trail system; however, they would revisit the need appertaining to the Commissioner's comments. Mr. Jansen added that the pipe would be installed with care to limit the amount of damage to the tree root systems. Commissioner Solon commented that the City should be required to replace the trees if they are damaged or die due to construction impacts.

Discussion and clarifications ensued regarding the tentative project start date at Wesley Park in late 2023 or early 2024; necessary easements; replacing the playground after the completion of the Boneyard Creek Development project phase at Wesley Park; the African American Heritage Trail; neighborhood involvement in the planning process, redesigning the plant material for the proposed swale at the southside of Skelton Park; and the development of an amendment to the intergovernmental agreement for Skelton Park between the City and the Park District.

Comments from the Public

None.

New Business

1. Approval of Setting a Public Hearing on the Budget and Appropriation Ordinance

Ms. Wallace reported that the budget and appropriation ordinance draft is available for public viewing at the Bresnan Meeting Center until the public hearing on July 27, 2022 at 5:30 pm.

Vice President Hays made a motion to approve setting a public hearing on the proposed budget and appropriation ordinance for Wednesday, July 27, 2022 at 5:30 p.m. at the Bresnan Meeting Center and to receive public comments. Ordinance No. 660, the proposed Budget and Appropriation Ordinance, is available at the Bresnan Meeting Center for public review. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Vice President Hays – yes; Commissioner Solon – yes; President Miller – yes; and Commissioner Kuhl – yes. The motion passed 4-0.

2. Approval of a Resolution Ratifying Change Orders 18-25 for the Martens Center Construction

Mr. Weiss presented the report. He stated several change orders had addressed power reroutes, donor signage, utility entrance bollards, WIFI access points, low voltage rack mounts, and routing of ducting to the lobby of the Martens Center. Discussion ensued.

Commissioner Solon made a motion to approve a resolution ratifying change orders 18-25 for the Martens Center Construction. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; President Miller – yes; Vice President Hays – yes; and Commissioner Solon - yes. The motion passed 4-0.

3. Approval of Intergovernmental Agreement with the City of Champaign for the Sidewalk at the Martens Center

Mr. DeLuce reported that staff recommends approval of an Intergovernmental agreement with the City of Champaign for the sidewalk at the Martens Center and to authorize the Executive Director enter into the agreement. Sidewalk repair and replacement at the Martens Center totaled \$45,629.38 and the City agrees to pay for half of the total at \$22,814.69.

Commissioner Solon made a motion to approve an Intergovernmental agreement with the City of Champaign for sidewalk repair and replacement at the Martens Center and to authorize the Executive Director enter into the agreement. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: President Miller – yes; Commissioner Solon – yes; Commissioner Kuhl – yes; and Vice President Hays - no. The motion passed 3-1.

Vice President Hays commented that the sidewalk is the responsibility of the City of Champaign.

Old Business

1. Approval of Hazard Communication Program Manual

Mr. Scheunemann reported that staff recommends approval of the Hazardous Communication Program.

Vice President Hays made a motion to approve the Hazard Communication Program manual. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Commissioner Solon – yes; Vice President Hays – yes; President Miller – yes; and Commissioner Kuhl – yes. The motion passed 4-0.

Discussion

1. FY23 Annual Operating Budget

Ms. Wallace presented a draft of the FY23 annual operating budget.

Discussion and clarification ensued regarding formatting, Martens Center carryover funds to FY23, the status of Martens Center donation pledges, CPI, capital grants, debt service, timeline for review and approval, hiring within the finance department, and focusing on completing the budget within current time constraints when compared to completing the necessary tasks to apply for the GFOA budget presentation award.

2. Safety Manual

Mr. Scheunemann reported that staff have reviewed the Park District's Safety Manual and present it to the Board for its review, discussion, and revision.

President Miller requested more information on the location of AED's and first aid kits. Mr. Kearfott responded that they are located at all facilities.

The Board requested additional time for review and it was agreed to revisit the Safety Manual at the August 10, 2022 Regular Board meeting.

3. Rules and Regulations Ordinance Review – Chapter 5 – Regulation of Vehicles, Traffic and Parking and Chapter 6 – Regulation of Personal Conduct and Behavior.

Mr. Olson reported that staff are tracking Commissioner comments. Suggestions, findings, and actions are collected and recorded to present at future meetings for Board consideration.

Commissioner Kuhl requested staff investigate whether certain regulations should be enhanced in specific areas (i.e.; smoking and cannabis, bounce houses and inflatables, bikes and electric bikes/scooters, vehicles and golf carts/neighborhood vehicles). Discussion ensued regarding additional grammatical revisions.

4. Board Policy Manual – Policy Review

Mr. Scheunemann presented the report. He reported that staff had reviewed the bond rating, bonded indebtedness, identity protection, safety committee, smoke free Illinois policies and the statement of purpose for collection of social security numbers by the Park District. Several revisions are recommended for the Board's consideration. Discussion ensued.

Commissioner Kuhl asked when the Compensation Policy would be recommended for approval. Mr. Scheunemann responded that the Compensation Policy and several other policies would be recommended for the Board's review and approval at the July 13, 2022 Regular Board meeting.

Comments from Commissioners

Vice President Hays thanked staff for adjusting the walk-the-river schedule at Sholem Aquatic Center and that it is a popular program.

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; Vice President Hays – yes; Commissioner Solon – yes; and Commissioner Kuhl - 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)(1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body and (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

None.

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 Solon – yes; Commissioner Kuhl – yes; Vice President Hays – yes; and Commissioner Miller - yes. The motion passed 4-0 and the meeting was adjourned at 8:05 p.m.

Approved:

Kevin J. Miller, President

Jarrod Scheunemann, Secretary