



**CHAMPAIGN
PARK DISTRICT**

**AGENDA
SPECIAL BOARD MEETING
REMOTE MEETING HELD VIA TELECONFERENCE**

(As permitted by Public Act 101-0640)

The President of the Board of Commissioners has determined that an in-person meeting or a meeting conducted pursuant to the Open Meetings Act is not practical or prudent because of the COVID-19 disaster.

Citizens may participate in the zoom meeting by going to the following web address:

<https://us02web.zoom.us/j/86949973253?pwd=djlHUmwvcFpZak9EZzZrU0pBaEtEQT09>

For online video access, please use the following Meeting ID and Password when prompted:

Meeting ID: 869 4997 3253

Password: 123607

Alternatively, the meeting may be accessed by telephone at:

1-312-626-6799, If prompted for the following items, please enter:

Meeting ID: 869 4997 3253, followed by the # symbol

Password: 123607, followed by the # symbol

Citizens will be offered an opportunity to speak to the Board during the public comment portion. To facilitate this and not have individuals speaking over one another, the Park District kindly requests that individuals wishing to address the Board via the conference line during public comment notify the Park District via email, as noted below, of their intent to address the Board. Alternatively, citizens may submit public comments by email prior to the Board meeting, to be announced by the Park Board President during the public comment portion of the meeting. Email submissions (notice of intent to speak or comment via email) should be submitted by Noon on Wednesday, August 10, 2022, and sent to joe.deluce@champaignparks.org.

**Wednesday, August 10, 2022
5:30 P.M.**

A. CALL TO ORDER

B. COMMENTS FROM THE PUBLIC

C. EXECUTIVE SESSION

The Board will convene into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2(c)(1) for the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, or legal counsel for the public body.

(Roll Call Vote)

D. ADJOURN (Roll Call Vote)

**AGENDA
REGULAR BOARD MEETING
7:00 P.M.**

A. CALL TO ORDER

B. PRESENTATIONS

1. Presentation – Will Kyles, Black Chamber of Commerce
2. Presentation – Rabbi Dovid Tiechtel, Washington Park

C. COMMENTS FROM THE PUBLIC

D. COMMUNICATIONS

E. TREASURER'S REPORT

1. Consideration of Acceptance of the Treasurer's Report for the Month of July 2022

F. EXECUTIVE DIRECTOR'S REPORT

1. General Announcements

G. COMMITTEE AND LIAISON REPORTS

1. Champaign Parks Foundation

H. REPORT OF OFFICERS

1. Attorney's Report
2. President's Report

I. CONSENT AGENDA

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 discussed separately. **(Roll Call Vote)**

1. Approval of Minutes of the Regular Board Meeting, July 13, 2022
2. Approval of Minutes of the Executive Session Minutes, July 13, 2022
3. Approval of Minutes of the Special Board Meeting, July 27, 2022
4. Approval of Minutes of the Executive Session, July 27, 2022
5. Approval of Updates to Board Policy Manual
 - a. Auditing Services Policy
 - b. Designation of Depositories Policy
 - c. Economizing Purchases and Resources Policy
 - d. Emergency Appropriations Policy
 - e. Payment of Bills Policy

J. NEW BUSINESS

1. Approval of Disbursements

Staff recommends approval of the list of disbursements for the period beginning July 13, 2022 and ending August 9, 2022. **(Roll Call Vote)**

2. Approval of Adoption of Ordinance No. 661: Annexing Territory

Staff recommends approval of Ordinance No. 661 annexing territory pursuant to petition (3602 W. Curtis Road, Champaign; 407 Wallace Avenue, Champaign; and A Portion of 401 Gerty Drive and a portion of 200 St. Mary's Road, Champaign). **(Roll Call Vote)**

K. COMMENTS FROM COMMISSIONERS

Regular Board Meeting

August 10, 2022

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L. EXECUTIVE SESSION

The Board will convene into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2(c) Par. 120/2 (c)(21) for the discussion of minutes of meetings lawfully closed under this act, whether for purpose of approval by body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 and (c)(6) The setting of a price for sale or lease of property owned by the public body.

M. RETURN TO REGULAR MEETING

N. EXECUTIVE SESSION ACTION ITEM

1. Approval to Make Available for Public Viewing Certain Executive Session Minutes. ***(Roll Call Vote)***

O. ADJOURN

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE SPECIAL BOARD MEETING
BOARD OF PARK COMMISSIONERS
July 13, 2022**

The Champaign Park District Board of Commissioners held the Special Board Meeting on Wednesday, July 13, 2022 at 6:00 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 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. 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, July 13, 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 and Jane L. Solon, Attorney Guy C. Hall, Treasurer Brenda Timmons, 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.

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

Staff present electronically: Jameel Jones, Director of Recreation.

Peter Murphy, President and CEO and Alan Howard, Director of Finance and Human Resources for the Illinois Association of Park Districts (IAPD) attended the meeting in-person.

Dr. Jane Westerhold and Dr. Ken Arndt from HYA Associates (HYA) as well as Chuck Balling, Vice President and Laurie Pederson, Client Services and Administrative Director for GovHR USA also attended the meeting electronically.

Call to Order

President Miller called the meeting to order at 6:00 p.m.

Comments from the Public

None.

Presentations

Mr. Murphy and Mr. Howard presented IAPD's executive director search qualifications and capabilities for the Board's consideration. They highlighted IAPD's thirty (30) year history of leading executive director searches. Messrs. Murphy and Howard reviewed IAPD's executive director search process, including its Board questionnaire, advertising, background checks, social media review, timeline, interviews, negotiations, and one-year satisfaction guarantee.

Discussion and clarifications ensued related to the number times IAPD has been obligated to fulfill the one-year satisfaction guarantee, types of background checks, the national scope of IAPD's search, available salary range and benefits data, diversity of the candidate pool outside of the parks and recreation field, and number of candidates who will be recommended for review.

President Miller thanked Mr. Murphy and Mr. Howard for their presentation and time.

Mr. Balling and Ms. Pederson presented on behalf of GovHR USA. They explained the benefits to the Park District contracting with GovHR USA to lead the Park District's search for its next executive director. GovHR USA is a certified female owned business, has led over one thousand (1000) recruitments, and employs thirty-eight recruiters across the country that expands the Park District's executive director search network. GovHR USA's search process begins with a Board survey and focus group to identify qualities of an ideal candidate. The information that is collected is analyzed and synthesized to build an outreach and advertising campaign. Candidates who apply are vetted and interviewed. A select group of candidates will then be presented to the Board to decide who the Commissioners would prefer to interview. GovHR USA also offers a one-year satisfaction guarantee.

Discussion and clarifications ensued regarding credit checks, timeline, proposal terminology, professional references, and whether the executive director search process has changed in the last five years.

President Miller thanked Mr. Balling and Ms. Pederson for their presentation, and they departed the meeting at 6:42 p.m.

Dr. Westerhold and Dr. Arndt shared HYA's proposal to lead the executive director search for the Champaign Park District. The firm offered thirty-five (35) years of experience with expertise in community engagement. HYA's executive director search process includes a Board survey, interviews, and community member focus groups. After advertising the position, select applicants are interviewed. Five (5) to ten (10) candidates are then considered by the Board for additional interviews. HYA also offered a one-year satisfaction guarantee.

Discussion and clarifications ensued to confirm pricing, whether the Commissioners could select specific services from the proposal, and HYA's timeline.

President Miller thanked Dr. Westerhold and Dr. Arndt for their time and presentation and they departed the meeting at 6:58 p.m.

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; President Miller – yes; Vice President Hays – yes; and Commissioner Solon - yes. The motion passed 4-0 and the meeting was adjourned at 7:00 p.m.

Approved

Kevin J. Miller, President

Jarrod Scheunemann, Secretary

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
July 13, 2022**

PUBLIC HEARING

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, July 13, 2022 at 7:02 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 Public Hearing occurred pursuant to published notice duly given. President Miller presided over the meeting. The twelve individuals identified below were physically present at the meeting. 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, July 13, 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 and Jane L. Solon, Attorney Guy C. Hall, Treasurer Brenda Timmons, 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.

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

Staff present electronically: Jameel Jones, Director of Recreation.

Open the Public Hearing

President Miller opened the Public Hearing at 7:02 p.m.

Ordinance No. 659, Amended Budget and Appropriation Ordinance

He stated that the purpose of the public hearing is to discuss and receive public comments on the Amended Budget and Appropriation Ordinance for FY22-23. A Notice of Public Hearing was published in The News-Gazette on July 1, 2022.

Public Comments

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

Close the Public Hearing

Commissioner Kuhl made a motion to adjourn the Public Hearing. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Solon – yes; Vice President Hays – yes; Commissioner Kuhl – yes; and President Miller - yes. The motion passed 4-0. The Public Hearing was adjourned at 7:02 p.m.

Approved

Kevin J. Miller, President

Jarrod Scheunemann, Secretary

REGULAR MEETING

The Champaign Park District Board of Commissioners held a Regular Meeting on Wednesday, July 13, 2022 at 7:03 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 fourteen individuals identified below were physically present at the meeting. 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, July 13, 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 and Jane L. Solon, Attorney Guy C. Hall, Treasurer Brenda Timmons, Joseph C. DeLuce, Executive Director, and Jarrod Scheunemann, Secretary and Director of Administrative Services.

Timothy P. McMahon attended the meeting in-person arriving at 7:47 p.m. Commissioner McMahon's absence was excused with prior notice duly given.

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

Staff present electronically: Jameel Jones, Director of Recreation.

Jean Flood from the League of Women's Voters also attended the meeting electronically.

Tom Gilbert, recently retired Assistant Director of Finance for the Park District, attended the meeting in-person.

Call to Order

President Miller called the meeting to order at 7:03 p.m.

Comments from the Public

Mr. Gilbert shared that he began his career with the Park District in the Finance Department in 1987. He recently retired. He offered a brief history of the Finance Department and its current status. Mr. Gilbert added that he is available to share more information if warranted.

President Miller thanked Mr. Gilbert for his comments and for his 35 years of service to the Park District and community.

Communications

None.

Treasurer's Report

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

Commissioner Kuhl requested an updated financial report about the Martens Center and Human Kinetics Park projects.

Vice President Hays made a motion to accept the Treasurer's Report for the month of June 2022. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Vice President Hays – yes; President Miller – yes; and Commissioner Solon – yes. The motion passed 4-0.

Jean Flood electronically joined the meeting at 7:07 p.m.

Executive Director's Report

General Announcements

Mr. DeLuce provided a status report about the Martens Center construction project. Flooring is now installed and Broeren Russo is working on the punch list as well as adjusting misplaced pickleball stantion holes.

Commissioner Solon requested that interior and exterior concrete cracks at the Martens Center be immediately addressed. Mr. DeLuce responded that the interior cracks could not be fixed, however, Broeren Russo is willing to address the exterior cracking. Discussion ensued.

President Miller requested more information on the status of Sholem Aquatic Center. Mr. DeLuce responded that a pump and solenoid were recently repaired and the Sholem Aquatic Center is operational again with minimal downtime.

Committee and Liaison Reports

Champaign Parks Foundation

Mr. Scheunemann reported about several donations and a grant that had been received for the Virginia Theatre and Sholem Aquatic Center. He also noted the Parks Foundation is seeking to fill three Directors vacancies and is planning a gala fundraiser in 2023.

Commissioner Solon requested that the Virginia Theatre donor and volunteer who helped the Park District receive a grant be recognized with appropriate signage.

Report of Officers

Attorney's Report

Mr. Hall reported about his involvement in several agreements and 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, June 8, 2022
2. Approval of Minutes of the Executive Session, June 8, 2022
3. Approval of the Minutes of the Special Board Meeting, June 22, 2022
4. Approval of Minutes of the Executive Session, June 22, 2022
5. Updates to the Board Policy Manual:
 - a. American's with Disabilities Act Policy
 - b. American's with Disabilities Program Statement
 - c. Bond Rating Policy
 - d. Bonded Indebtedness Policy
 - e. FOIA and Fee Schedule
 - f. Identity Protection Policy

- g. New Employee Reporting Policy
- h. Safety Policy
- i. Safety Committee Policy
- j. Smoke Free Illinois Policy
- k. Statement of Purpose for Collection of Social Security Numbers by the Park District

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

New Business

1. Approval of Disbursements

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning June 8, 2022 and ending July 12, 2022. 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 Kuhl - yes. The motion passed 4-0.

2. Approval of Ordinance No. 659: Amended Budget and Appropriation Ordinance

Ms. Wallace reported that staff recommends adoption of Ordinance No. 659, the Amended Budget and Appropriation Ordinance for fiscal year beginning May 1, 2021 and ending on April 30, 2022 and authorize staff to file with the Champaign County Clerk.

Vice President Hays made a motion to adopt Ordinance No. 659, the Amended Budget and Appropriation Ordinance for fiscal year beginning May 1, 2021 and ending on April 30, 2022 and authorize staff to file the Ordinance with the Champaign County Clerk. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; President Miller – yes; Commissioner Solon – yes; and Vice President Hays – yes. The motion passed 4-0.

3. Approval of Easement at Bresnan Meeting Center with Consolidated Communications

Mr. DeLuce presented the report. He stated that staff requested Attorney Hall review the easement and he prepared a new version utilizing the Park District's standard easement terms.

Discussion and clarifications ensued about the type of cabinet that will be installed by Consolidated Communications.

Commissioner Kuhl made a motion to approve entering into the easement agreement with Consolidated Communications and collect related fees and expenses. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Vice President Hays – yes; President Miller – yes; Commissioner Solon – yes; and Commissioner Kuhl - yes. The motion passed 4-0.

Discussion

1. FY23 Annual Operating Budget

Ms. Wallace presented the FY23 Budget Book and noted that the Martens Center's actual operating expenses had not been included in this draft and would be available in the final version together with anticipated personnel expenses.

Discussion and clarifications ensued about a number of aspects of the budget.

Commissioner Kuhl commented about the method of allocation of funds and Board and Executive Director roles.

Commissioner McMahon joined the meeting at 7:47 p.m.

Comments from Commissioners

Commissioner Solon commented that she appreciated staff's involvement in decorating and driving the Park District trolley to support the 4th of July parade.

Vice President Hays commented that the cracks in the concrete at the Martens Center need to be addressed. He also mentioned that he appreciated the design of the Martens Center flag. He thanked the pool staff for providing extended walk-the-river hours.

Attorney Hall expressed his gratitude for the Dodds Park staff, Shaun Jones and Avari Nix who aided a softball teammate who was injured during a game at the Dodds 4-plex fields.

Rob Sperrl joined the meeting at 7:52 p.m and departed the meeting shortly thereafter.

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: Commissioner Kuhl – yes; Commissioner McMahon – yes; Vice President Hays – yes; Commissioner Solon – yes; and President Miller. The motion passed 5-0. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2(c)(1) for the discussion of 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 Items

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

Vice President Hays made a motion to approve an agreement with the Don Moyer Boys and Girls Club (DMBGC) with amended annual fees of \$16,000 and payment of 13% of estimated operating expenses for the Martens Center until April 30, 2024 when actual operating expenses will be reviewed and the DMBGC will be required to reconcile payments per 13% of actual costs. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Commissioner Solon – yes; Commissioner McMahon – yes; Vice President Hays - yes; and President Miller – yes. The motion passed 5-0.

2. Approval of Firm to Lead Executive Director Search

Vice President Hays made a motion to approve GovHR USA to lead the Park District's search for a new executive director. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: President Miller – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; Commissioner McMahon - yes; and Vice President Hays – yes. The motion passed 5-0.

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: President Miller – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; Commissioner McMahon – yes; and Vice President Hays - yes. The motion passed 5-0 and the meeting was adjourned at 9:28 p.m.

Approved

Kevin J. Miller, President

Jarrod Scheunemann, Secretary

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE PUBLIC HEARING AND SPECIAL BOARD MEETING
BOARD OF PARK COMMISSIONERS
July 27, 2022**

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, July 27, 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 hearing or a hearing conducted pursuant to the Open Meetings Act was not practical or prudent because of the COVID-19 disaster. The Public Hearing occurred pursuant to published notice duly given. President Miller presided over the hearing. The twelve 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, July 27, 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, Commissioners Timothy P. McMahon, Barbara J. Kuhl, and Jane L. Solon, 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: Treasurer Brenda Timmons.

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

Staff present electronically: Andrew Weiss, Director of Planning, Chelsea Norton, Director of Marketing and Development, Dan Olson, Director of Operations, Jameel Jones, Director of Recreation, Steven Bentz, Director of the Virginia Theatre, and Melanie Kahler, Cultural Arts Manager.

Open the Public Hearing

President Miller opened the Public Hearing at 5:30 p.m.

Ordinance No. 660, Budget and Appropriation Ordinance

President Miller stated that the purpose of the public hearing was to discuss and receive comments about the Budget and Appropriation Ordinance for FY23. A notice of the public hearing was published in *The News-Gazette* on July 15, 2022 in compliance with state law.

Discussion and clarifications ensued regarding fund balance updates for the Martens Center and ordinance line item totals.

Public Comments

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

Close the Public Hearing

Vice President Hays made a motion to adjourn the Public Hearing. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Vice President Hays – yes; President Miller – yes; Commissioner Kuhl – yes; and Commissioner Solon - yes. The motion passed 5-0. The Public Hearing was adjourned at 5:39 p.m.

SPECIAL BOARD MEETING

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, July 27, 2022 at 5:40 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 Special Board Meeting occurred pursuant to published notice duly given. President Miller presided over the meeting. The twelve 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=bVFTkVYKzVOcHk4bkhOS3hFK3N3dz09> 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, July 27, 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, Commissioners Timothy P. McMahon, Barbara J. Kuhl, and Jane L. Solon, 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: Treasurer Brenda Timmons.

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

Staff present electronically: Andrew Weiss, Director of Planning, Chelsea Norton, Director of Marketing and Development, Dan Olson, Director of Operations, Jameel Jones, Director of Recreation, Steven Bentz, Director of the Virginia Theatre, and Melanie Kahler, Cultural Arts Manager.

Call to Order

President Miller called the meeting to order at 5:40 p.m.

Comments from the Public

There were no comments from the public.

New Business

1. Approval of Ordinance No. 660: Budget and Appropriation Ordinance

President Miller reported that staff recommended adopting Ordinance No. 660, an Ordinance Approving the Combined Annual Budget and Appropriation of Funds for the Champaign Park District, Champaign County, Illinois, for the fiscal year beginning on the first (1st) day of May 2022 and ending on the thirtieth day (30th) of April 2023 in the amount of \$25,179,699.00 and authorize staff to file the ordinance with the Champaign County Clerk's office.

Commissioner Kuhl made a motion to adopt Ordinance No. 660, Budget and Appropriation Ordinance for fiscal year beginning May 1, 2022 and ending April 30, 2023 including amendments to the ordinance's estimated beginning cash on hand, \$30,639,770.00, and ending cash estimate on hand, \$31,669,493.00 as well as authorizing staff to file the ordinance with the Champaign County Clerk's office. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Hays – yes; Commissioner McMahon – yes; and President Miller – yes. The motion passed 5-0. A copy of Ordinance No. 660 is attached to the minutes.

2. Approval of FYE2023 Budget Book

Ms. Wallace reported that the FYE2023 Budget Book has a different format this year because it will not be submitted to Government Officers Finance Association (GFOA) for the Distinguished Budget Award. Mr. DeLuce added that it could be brought back to the Board at a future meeting date for approval and submission.

Discussion and clarifications ensued related to computations between budget drafts. Ms. Wallace responded that Martens Center budgetary information has been added to the final version, which accounts for a majority of the updates are changes.

President Miller requested a holistic summary of the departments' budgetary process and a broader narrative about controllable or elective expenses to determine the purpose for various budget line items. Mr. Gleason, Mr. Jones, and Mr. Olson reported about programs and services evaluations, increased revenue from a variety of programs and rentals, detailed summaries of budgetary requests, and staff's October to February budgetary calendar.

Commissioner Kuhl addressed the roles of the Board and staff in the budgetary process. Discussion and clarifications ensued about department standards for planned increases, the budget timeline, staffing limitations within the finance department, and job guidebooks for future employees.

Commissioner Kuhl made a motion to table approval of the FYE2023 Budget Book. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Hays – yes; Commissioner McMahon – yes; and President Miller – yes. The motion passed 5-0.

3. Approval of Bid for Parkland Way Improvements at Dodds Park

Mr. Olson reported that staff recommends accepting the base bid (\$88,500.00), add alternate #1 (not to exceed \$10,000.00), add alternate #2 (\$12,500), and add alternate #3 (\$19,000.00) from Duce Construction for Parkland Way Improvements and authorizing the Executive Director to enter into an agreement for the total contract amount not to exceed \$130,000.00.

Discussion and clarifications ensued regarding the location of ramps and detectable warnings at the Dodds soccer complex.

Vice President Hays made a motion to approve accepting the base bid (\$88,500.00), add alternate #1 (not to exceed \$10,000.00), add alternate #2 (\$12,500), and add alternate #3 (\$19,000.00) from Duce Construction for Parkland Way Improvements and authorize the Executive Director to enter into an agreement for the total contract amount not to exceed \$130,000.00. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: President Miller – yes; Vice President Hays – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; and Commissioner McMahon – yes. The motion passed 5-0.

Commissioner Kuhl requested staff reach out to the City and Parkland College to review and discuss ownership and maintenance of Parkland Way.

4. Approval of Amending Champaign Parks Foundation By-Laws

Mr. Scheunemann reported that staff recommend approval of amending the Champaign Parks Foundation By-Laws to establish procedures for electronic meeting attendance. He noted Attorney Hall recommended the Board approve a resolution for this amendment. Mr. Scheunemann recommended tabling approval of the by-laws amendment until a resolution is prepared.

Vice President Hays made a motion to table amending the Parks Foundation By-Laws to establish procedures for electronic meeting attendance. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Commissioner Solon – yes; President Miller – yes; Commissioner McMahon – yes; Vice President Hays – yes; and Commissioner Kuhl - yes. The motion passed 5-0.

Commissioner Solon requested that the amendment include a requirement for Parks Foundation meeting

participants who are attending electronically to keep their video settings “on” for the duration of each meeting.

Katherine Hicks, Douglass Park Manager, electronically joined the meeting at 6:45 p.m.

5. Approval of Resolution for the Sale of Town Center Park Property

Attorney Hall reported that this action is the starting point for a petition to be filed with the court, required public notices, and a hearing to authorize the sale of less than three acres of land at Town Center Park, as it is no longer needed, necessary, or useful for the purposes of parks. The potential purchaser has indicated that it will not pay more than \$2,500 which is in connection with legal expenses.

Commissioner Solon made a motion to approve a resolution authorizing the sale of less than three acres of land at Town Center Park, as it is no longer needed, necessary, or useful for the purposes of parks, and that a petition be filed with the Circuit Court of Champaign County, Illinois seeking to obtain an order permitting the sale and conveyance of the lot. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Commissioner McMahon – yes; President Miller – yes; Vice President Hays – yes; and Commissioner Solon - yes. The motion passed 5-0.

6. Approval of Updates to the Compensation Policy

Mr. DeLuce reported that staff recommend updates to the Compensation Policy.

Commissioner Solon requested that references to the executive director’s performance evaluation and compensation be based upon the fiscal year calendar.

Commissioner Kuhl requested that the policy be amended to read, “The executive director shall be responsible for the evaluation and compensation of the Department Heads with any hiring, promoting, or adjusting of compensation of the Department Heads to be reviewed in advance by the Board.”

Vice President Hays made a motion to approve updates to the Compensation Policy with amendments to include fiscal year performance evaluation and compensation actions such that the executive director shall be responsible for the evaluation and compensation of the Department Heads with any hiring, promoting, or adjusting of compensation of the Department Heads to be reviewed in advance by the Board. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Vice President Hays – yes; Commissioner Kuhl – yes; Commissioner Solon - yes; and President Miller – yes. The motion passed 5-0.

7. Approval of a Resolution Authorizing the Destruction of Recordings of Executive Sessions

Mr. Scheunemann stated that staff recommends approval of a resolution authorizing, approving and ordering the destruction of the verbatim audio records of the following closed session and disaster declaration-related remote participation Regular and Special meetings: July 22, 2020 (Disaster); July 22, 2020; August 12, 2020 (Disaster); August 24, 2020 (Disaster); August 26, 2020 (Disaster); September 9, 2020 (Disaster); September 23, 2020 (Disaster); October 14, 2020 (Disaster); October 28, 2020 (Disaster); November 10, 2020 (Disaster); December 9, 2020 (Disaster); January 6, 2021 (Disaster); January 13, 2021 (Disaster).

Vice President Hays made a motion to approve a resolution authorizing, approving and ordering the destruction of the verbatim audio records of the following closed session and disaster declaration-related remote participation Regular and Special meetings: July 22, 2020 (Disaster); July 22, 2020; August 12, 2020 (Disaster); August 24, 2020 (Disaster); August 26, 2020 (Disaster); September 9, 2020 (Disaster); September 23, 2020 (Disaster); October 14, 2020 (Disaster); October 28, 2020 (Disaster); November 10, 2020 (Disaster); December 9, 2020 (Disaster); January 6, 2021 (Disaster); January 13, 2021 (Disaster).

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

Discussion Items

1. Reviewing Ordinance 618: Park Rules and Regulations Chapter 7 – Enforcement, Chapter 8 Miscellaneous, and Chapter 9 – Amendments.

Mr. Olson reported about recommended updates that had been shared by the Commissioners. Discussion and clarifications ensued regarding the food and beverage permit section.

Mr. Olson requested that the Board submit final recommendations by August 24, 2022.

2. FY23 OSLAD Grant Application

Mr. DeLuce reported that \$56,000,000 in Open Space Land Acquisition and Development (OSLAD) grant funds would be available through the Illinois Department of Natural Resources (IDNR) in the near future. He presented several application options for the Board to consider: Douglass Park baseball and concessions improvements, the African American Heritage Trail at Skelton Park, Prairie Farm shelter and improvements, Heritage Park phase II, and phase II of the Centennial Park pickleball complex. Discussion ensued.

The Commissioners came to consensus and their top choices for applications include: Douglass Park baseball and concessions improvements and the African American Heritage Trail at Skelton Park.

3. Board Policy Manual – Policy Review

Mr. Scheunemann requested the Board review, discuss, and recommend updates to the Auditing Services Policy, Designation of Depositories Policy, Economizing Purchases and Resources Policy, Emergency Appropriations Policy, and Payment of Bills Policy.

Commissioner Solon requested grammatical updates to the Emergency Appropriations Policy.

There being no further comments, President Miller directed staff to recommend approval of these policies at the next Regular Board meeting.

Comments from Commissioners

Commissioner Kuhl thanked Mr. Scheunemann for his efforts to help a resident with a project idea for Clark Park and Mr. Johnson for his quick action with tree maintenance at West Side Park.

President Miller thanked staff for helping to clean up litter at the Eisner Park basketball courts. He noted the courts improved cleanliness over the course of the summer.

Executive Session

Vice President Hays moved pursuant to the bases set forth below to convene into Executive Session. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Hays – yes; Commissioner McMahon – 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 and (c)(21) for the discussion of minutes of meetings lawfully closed under this Act, whether for purpose of approval by body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

Return to Regular Meeting

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

Executive Session Action Item

Approval to Make Available for Public Viewing Executive Session Minutes

Commissioner Solon made a motion to table making available for public viewing minutes from Executive Session meetings. The motion was seconded by Vice President Hays. 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.

Adjourn

After the Executive Session, there being no further business to come before the Board, Commissioner Kuhl made a motion to adjourn the meeting. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner McMahon – yes; President Miller – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; and Vice President Hays - yes. The motion passed 5-0 and the meeting was adjourned at 8:04 p.m.

Approved

Kevin J. Miller, President

Jarrod Scheunemann, Secretary



In accordance with the *Government Account Audit Act (50 ILCS 310, et seq.)*, the Champaign Park District Board of Commissioners (Board) shall select a licensed public accounting firm to perform the annual audit. It is required that the auditors conform to Accounting Principles Generally Accepted in the United States of America (GAAP), and *Government Auditing Standards issued by the U.S. Government Accountability Office*. The Park District shall issue a Request for Proposal for such services at least every three (3) years. The Park District is not required to change auditors at the end of an audit contract. The audit procurement process should be structured so that the principal factor in the selection of an independent auditor is the auditor's ability to perform a quality audit in a timely manner. In no event shall price be allowed to serve as the sole criterion for the selection of an independent auditor.

Approved by Board of Commissioners March 14, 2012
Revised by Board of Commissioners October 12, 2016
Revised by Board of Commissioners

Kevin J. Miller, President

Joseph C. DeLuce, Executive Director



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Approved by Board of Commissioners March 14, 2012
Revised by Board of Commissioners October 12, 2016
Revised by Board of Commissioners _____

Kevin J. Miller, President

Joseph C. DeLuce, Executive Director

The mission of the Champaign Park District is to enhance our community's quality of life through positive experiences in parks, recreation, and cultural arts.



Designation of Depositories Policy

It shall be the duty of the Champaign Park District Board of Commissioners (Board) to approve the financial institutions which qualify as depositories for Champaign Park District (Park District) funds. The Board may determine that banking services should be changed at any time. Financial institutions shall not be qualified to receive Park District funds unless they comply with the Public Funds Investment Act (30 ILCS 235/1 et. seq.) as further delineated in the Park District's Investment Policy.

The Director of Finance and/or Treasurer shall conduct an annual review of depository institutions and make recommendations to the Board. The Park District's intent is to maintain all relationships in accordance with law and the regulations of the Federal Deposit Insurance Corporation (FDIC). The Board has the sole discretion to disapprove of any financial institution and remove Park District's funds at any time.

Approved by Board of Commissioners November 9, 2005
Revised by Board of Commissioners October 12, 2011
Revised by Board of Commissioners October 12, 2016
Revised by Board of Commissioners

Kevin J. Miller, President

Joseph C. DeLuce, Executive Director



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Approved by Board of Commissioners November 9, 2005
Revised by Board of Commissioners October 12, 2011
Revised by Board of Commissioners October 12, 2016
Revised by Board of Commissioners _____

Kevin J. Miller, President

Joseph C. DeLuce, Executive Director

The mission of the Champaign Park District is to enhance our community's quality of life through positive experiences in parks, recreation, and cultural arts.



Economizing Purchases and Resources Policy

It shall be the policy of the Champaign Park District Board of Commissioners (Board)~~of the Park District~~ to economize the purchases and resources of the Champaign Park District (Park District). The Executive Director (Director) and ~~department~~Department ~~H~~heads are directed to determine the best options available to the Park District when making purchases. Such options include, but are not limited to, joining other governmental bodies in cooperative purchasing, membership in the joint membership purchasing program with Illinois Parks and Recreation Association (IPRA), utilities purchasing co-op, intergovernmental agreements for construction or maintenance, joint purchasing of health insurance with the City of Champaign, joint bidding with other local units of government and using the State of Illinois purchasing program for vehicles and equipment.

The Park District shall strive to be fiscally responsible in its purchases to the extent possible under prevailing market conditions and without jeopardizing performance or resident's satisfaction.

Approved by Board of Commissioners October 13, 1999
Revised by Board of Commissioners September 14, 2005
Revised by Board of Commissioners July 13, 2011
Revised by Board of Commissioners July 13, 2016
Revised by Board of Commissioners

Kevin J. Miller, President

Joseph C. DeLuce, Executive Director



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Approved by Board of Commissioners October 13, 1999
Revised by Board of Commissioners September 14, 2005
Revised by Board of Commissioners July 13, 2011
Revised by Board of Commissioners July 13, 2016
Revised by Board of Commissioners _____

Kevin J. Miller, President

Joseph C. DeLuce, Executive Director



Emergency Appropriations Policy

In case of emergencies, which call for immediate resolution, the Executive Director (~~Director~~) shall take prompt action to employ persons or firms to ~~do complete~~ the necessary corrective work and shall require the persons or firms ~~doing completing~~ the corrective work to furnish a detailed report of the ~~completed~~ corrections ~~made and as well as~~ the basis for making the corrections. For the purpose of this policy, an emergency shall consist of a threat to the health or safety of park users, ~~staff, officials and volunteers~~ commissioners, officers, employees, agents, representatives, and volunteers, or severe damage to Park District property. The ~~Executive~~ Director shall obtain authorization from the Champaign Park District Board of Commissioners (Board) for any expenditures of funds necessary to address such emergency.

In the event of an emergency, disaster, or other unanticipated event of a serious nature, funding from other sources may be required. Funding for needed repairs to a facility or other item of property may be made available through capital funds approved, but not yet spent, for a particular project. If funds are utilized ~~for from~~ an already approved, but not yet commenced project, that affected project ~~will shall~~ be deleted from the affected fiscal year's capital budget and redistributed to cover the emergency expenditures with Board approval. Those affected projects will be funded in a future year if approved by the Board. The Board shall determine authorization for any such actions.

In situations for which there is no available funding in the current year's budget, the justification and expenditure estimates will be brought to the Board ~~of Commissioners~~ for proper resolution.

Approved by Board of Commissioners
Revised by Board of Commissioners
Revised by Board of Commissioners

August 24, 2011
August 9, 2017

Kevin J. Miller, President

Joseph C. DeLuce, Executive Director



Emergency Appropriations Policy

In case of emergencies, which call for immediate resolution, the Executive Director (Director) shall take prompt action to employ persons or firms to complete the necessary corrective work and shall require the persons or firms completing the corrective work to furnish a detailed report of the completed corrections as well as the basis for making the corrections. For the purpose of this policy, an emergency shall consist of a threat to the health or safety of park users, commissioners, officers, employees, agents, representatives, and volunteers, or severe damage to Park District property. The Director shall obtain authorization from the Champaign Park District Board of Commissioners (Board) for any expenditures of funds necessary to address such emergency.

In the event of an emergency, disaster, or other unanticipated event of a serious nature, funding from other sources may be required. Funding for needed repairs to a facility or other item of property may be made available through capital funds approved, but not yet spent, for a particular project. If funds are utilized from an already approved, but not yet commenced project, that affected project shall be deleted from the affected fiscal year's capital budget and redistributed to cover the emergency expenditures with Board approval. Those affected projects will be funded in a future year if approved by the Board. The Board shall determine authorization for any such actions.

In situations for which there is no available funding in the current year's budget, the justification and expenditure estimates will be brought to the Board for proper resolution.

Approved by Board of Commissioners
Revised by Board of Commissioners
Revised by Board of Commissioners

August 24, 2011
August 9, 2017

Kevin J. Miller, President

Joseph C. DeLuce, Executive Director



It shall be the policy of the Champaign Park District Board of Commissioners (Board) that all purchases of the Champaign Park District (Park District) shall be paid promptly as provided by the Local Government Prompt Payment Act. All bills will be paid within thirty (30) days of receipt of the bill unless there is some mitigating circumstance as to why the bill should not be paid within the thirty (30) daytime frame. The Finance Department will prepare a monthly listing of the bills to be paid by the Park District. The Treasurer and the Director of Finance shall review the listing and recommend that the Board approve payment at the regular monthly Board meeting. After the Board approves the bills to be paid, payments will be processed. Checks will then be signed by the authorized personnel and mailed to the vendors. Payments made by direct deposits and wire transactions will be deposited into vendor accounts.

Approved by Board of Commissioners
Revised by Board of Commissioners
Revised by Board of Commissioners
Revised by Board of Commissioners
Revised by Board of Commissioners

September 23, 1999
September 14, 2005
July 13, 2011
July 13, 2016

Kevin J. Miller, President

Joseph C. DeLuce, Executive Director



It shall be the policy of the Champaign Park District Board of Commissioners (Board) that all purchases of the Champaign Park District (Park District) shall be paid promptly as provided by the Local Government Prompt Payment Act. All bills will be paid within thirty (30) days of receipt of the bill unless there is some mitigating circumstance as to why the bill should not be paid within the thirty (30) daytime frame. The Finance Department will prepare a monthly listing of the bills to be paid by the Park District. The Treasurer and the Director of Finance shall review the listing and recommend that the Board approve payment at the regular monthly Board meeting. After the Board approves the bills to be paid, payments will be processed. Checks will then be signed by the authorized personnel and mailed to the vendors. Payments made by direct deposits and wire transactions will be deposited into vendor accounts.

Approved by Board of Commissioners
Revised by Board of Commissioners
Revised by Board of Commissioners
Revised by Board of Commissioners
Revised by Board of Commissioners

September 23, 1999
September 14, 2005
July 13, 2011
July 13, 2016

Kevin J. Miller, President

Joseph C. DeLuce, Executive Director



REPORT TO PARK BOARD

FROM: Joe DeLuce, Executive Director

DATE: August 6, 2022

SUBJECT: Ordinance 661 Annexing Territory to Champaign Park District

Background:

The City of Champaign recently annexed property as described in the attached document. The *Illinois Park District Code* Section 3-10 provides:

Whenever a Park District operating within territory predominantly in a city or village or two or more cities or villages would become coterminous or nearly coterminous with such city or village or two or more cities or villages upon the annexation of the additional territory within such municipalities but not incorporated within such a Park District, such Park District may annex such additional territory by the passage of an ordinance to that effect.

District *Annexation Ordinance 661* prepared by the Park District Attorney must be signed, certified, and recorded with the County in order to be formally included within the boundary of the Champaign Park District.

Prior Board Action:

No prior Board action.

Budget Impact:

None.

Recommendation:

Staff recommends signing and certifying the attached Annexation Ordinance and recording it with the Champaign County Clerk.

Prepared by:

Andrew Weiss
Director of Planning

Reviewed by:

Joe DeLuce
Executive Director

ORDINANCE NO. 661
AN ORDINANCE ANNEXING TERRITORY
TO CHAMPAIGN PARK DISTRICT

WHEREAS, Champaign Park District is a General Park District organized and existing under the provisions of the Park District Code approved May 17, 1951, as amended, and

WHEREAS, Section 3-10 of the Park District Code provides:

"Whenever a Park District operating within territory predominantly in a city or village or two or more cities or villages would become coterminous or nearly coterminous with such city or village or two or more cities or villages upon the annexation of the additional territory within such municipalities but not incorporated within such a Park District, such Park District may annex such additional territory by the passage of an ordinance to that effect."

and

WHEREAS, Champaign Park District is presently operating within a territory predominantly within the corporate limits of the City of Champaign, Illinois; and

WHEREAS, the tracts of land hereinafter described are located within the corporate boundaries of the City of Champaign, Illinois, but are not presently incorporated within the present corporate boundaries of Champaign Park District or any other park district; and

WHEREAS, upon the annexation of said tracts of land hereinafter described by Champaign Park District, the boundaries of the City of Champaign, Illinois and of Champaign Park District will become coterminous or nearly coterminous;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF CHAMPAIGN PARK DISTRICT:

Section 1. The following described tracts of land be and the same are hereby annexed to Champaign Park District, effective as of the date of passage of this ordinance, and said tracts shall henceforth become and be a part of Champaign Park District the same as though originally included in said district.

Section 2. The territories hereby annexed are described as follows:

TERRITORY PURSUANT TO PETITION
(3602 W. Curtis Road, Champaign, Illinois)
Council Bill No. 2022-035

A PART OF THE SOUTHEAST QUARTER OF SECTION 29, TOWNSHIP 19 NORTH, RANGE 8 EAST OF THE THIRD PRINCIPAL MERIDIAN, CITY OF CHAMPAIGN, CHAMPAIGN COUNTY, ILLINOIS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF LOT 128 OF THE LEGENDS OF CHAMPAIGN PHASE 1 SUBDIVISION PLAT, RECORDED FEBRUARY 14, 2008 AS DOCUMENT NUMBER 2008R03385 IN THE OFFICE OF THE CHAMPAIGN COUNTY RECORDER, THENCE SOUTH 00°36'18" EAST 177.78 FEET ALONG THE SOUTHERLY EXTENSION OF THE EAST LINE OF SAID LOT 128 TO THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING, THENCE NORTHEASTERLY 83.30 FEET ALONG THE ARC OF A NON-TANGENTIAL CURVE CONCAVE TO THE NORTH HAVING A RADIUS OF 333.00 FEET AND WHOSE 83.08 FOOT CHORD BEARS NORTH 73°43'21" EAST; THENCE SOUTH 00°36'13" EAST 116.50 FEET; THENCE SOUTH 87°32'24" EAST 40.92 FEET; THENCE SOUTH 02°27'36" WEST 142.00 FEET; THENCE SOUTH 89°23'47" WEST 33.28 FEET; THENCE SOUTH 00°36'13" EAST 647.89 FEET TO THE FORMER NORTH RIGHT-OF-WAY LINE OF CURTIS ROAD, SAID FORMER RIGHT-OF-WAY LINE BEING 33.00' NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SAID SOUTHEAST QUARTER; THENCE NORTH 89°33'52" WEST 659.18 FEET ALONG SAID FORMER NORTH RIGHT-OF-WAY LINE; THENCE NORTH 00°37'18" WEST 687.10 FEET; THENCE SOUTH 89°33'52" EAST 579.40 FEET TO THE SOUTHERLY EXTENSION OF THE EAST LINE OF SAID LOT 128; THENCE NORTH 00°36'18" WEST 197.38 FEET ALONG SAID SOUTHERLY EXTENSION TO THE POINT OF BEGINNING, CONTAINING 10.900 ACRES, MORE OR LESS.

(PIN: 03-20-29-400-003)

Commonly known as: 3602 W. Curtis Road, Champaign, IL 61822

Together with any and all adjacent streets, highways, or parts thereof not now within the corporate limits of Champaign Park District, to the far side of said streets, highways or parts thereof.

TERRITORY PURSUANT TO PETITION
(407 Wallace Avenue, Champaign, Illinois)
Council Bill No. 2022-072

Lots 85, 86, 87, and 88 of Wilber Heights Subdivision in the Southwest Quarter of Section 31, Township 20 North, Range 9 East of the 3rd Principal Meridian Located in Champaign County, Illinois Recorded in Plat Book "E", Page 326 in the Champaign County Recorder's Office on October 8, 1924, encompassing 0.303 Acre, More or Less.

(PIN: 25-15-31-376-026)

Commonly known as: 407 Wallace Ave, Champaign, IL 61821

Together with any and all adjacent streets, highways, or parts thereof not now within the corporate limits of Champaign Park District, to the far side of said streets, highways or parts thereof.

TERRITORY PURSUANT TO PETITION

(A Portion of 401 Gerty Drive and a portion of 200 St. Mary's Road, Champaign, Illinois)
Council Bill No. 2022-118

A part of the Northwest Quarter of Section 19, Township 19 North, Range 9 East of the Third Principal Meridian, and also part of the Northeast Quarter of Section 24, Township 19 North, Range 8 East of the Third Principal Meridian, Champaign County, Illinois, more particularly described as follows with bearings based on the Illinois State Plane Coordinate System, East Zone:

Commencing at the southwest corner of the northwest Quarter of aforesaid Section 19, thence along the west line of said Section 19, North 0 degrees 16 minutes 33 seconds West 1300.61 feet, to a point on the westerly extension of the St. Mary's back of curb line, said point also being the POINT OF BEGINNING; thence along said curb extension, South 89 degrees 45 minutes 6 seconds West 22.92 feet, to the southerly extension of the First Street back of curb line; thence along said west curb line extension, North 0 degrees 13 minutes 42 seconds West 284.77 feet, to a line parallel with and offset 264 feet northerly from the north line of the southwest Quarter and southeast Quarter of the northwest Quarter of aforesaid Section 19; thence along said 264 foot offset line, North 89 degrees 36 minutes 22 seconds East 2826.36 feet, to the east line of the northwest Quarter of said Section 19, said east line also being the Urbana City boundary line; thence along said east line of the northwest Quarter of Section 19, South 0 degrees 36 minutes 32 seconds East 297.00 feet, to the south St. Mary's Road existing right of way line; thence along said south right of way line, South 89 degrees 36 minutes 22 seconds West 1164.30 feet, to the approximate west edge of an existing gravel drive; thence along said edge of drive, North 11 degrees 33 minutes 13 seconds West 8.17 feet, to the easterly extension of the south St. Mary's Road back of curb line; thence along said back of curb line and its extension, South 89 degrees 45 minutes 6 seconds West 1639.50 feet, to the POINT OF BEGINNING, encompassing 18.891 Acres, more or less, all in Champaign County, Illinois.

PIN 30-21-19-400-010 (part) multiple addresses

This property is commonly known as 200 Saint Mary's Road, Champaign, Illinois.

A part of the Southeast and Northeast Quarters of the Southwest Quarter of Section 19, Township 19 North, Range 9 East of the Third Principal Meridian, and also part of the Northeast Quarter of the Northwest Quarter of Section 30, Township 19 North, Range 9 East of the Third Principal Meridian, Champaign County, Illinois, more particularly described as follows with bearings based on the Illinois State Plane Coordinate System, East Zone:

Commencing at the southwest corner of Section 19, Township 9 North, Range 9 East of the Third Principal Meridian; thence along the south line of said Section 19, North 89 degrees 27 minutes 24 seconds East 2068.72 feet, to the POINT OF BEGINNING; Thence along the East line of Parcel 1004 in the University of Illinois South Research Park, North 0 degrees 52 minutes 31 seconds West 2678.92 feet, to the north line of the Hazelwood existing R-O-W Easement, said line also being the easterly extension of the north line of said Parcel 1004; Thence along said easterly extension of Parcel 1004, North 89 degrees 25 minutes 12 seconds East 162.14 feet, to the approximate westerly edge of the existing gravel access drive; Thence along said approximate edge of the gravel access drive, South 0 degrees 2 minutes 29 seconds East 2613.99 feet, to the north Windsor Road right of way line; Thence at a right angle to said existing north Windsor Road right of way line, South 0 degrees 32 minutes 2 seconds East 195.00 feet, to the south Windsor Road

right of way line; Thence along said south right of way line, South 89 degrees 27 minutes 58 seconds West 38.60 feet; Thence continuing along said south right of way line, North 82 degrees 56 minutes 21 seconds West 85.14 feet, to the southerly extension of the aforesaid East line of Parcel 1004 in the University of Illinois South Research Park; Thence along said southerly extension of the East line of Parcel 1004, North 0 degrees 52 minutes 31 seconds West 118.65 feet, to the POINT OF BEGINNING, encompassing 9.130 Acres, more or less, all in Champaign County, Illinois.

[PIN: 30-21-19-400-009 (part)]

Commonly known as 401 Gerty Drive, Champaign, Illinois

Together with any and all adjacent streets, highways, or parts thereof not now within the corporate limits of Champaign Park District, to the far side of said streets, highways or parts thereof.

Section 3. The Secretary of this Board is hereby authorized and directed to file a certified copy of this ordinance together with an accurate map of the territories hereby annexed, in the offices of the County Clerk and the Recorder of Deeds of Champaign County, Illinois.

Section 4. This ordinance shall be in full force from and after its passage and approval as required by law.

PASSED this _____ day of _____ 2022.

APPROVED this _____ day of _____ 2022.

Kevin J. Miller, President

ATTEST:

_____, Secretary

CERTIFICATE OF SECRETARY

I, _____, Secretary of Champaign Park District, do hereby certify that the foregoing is a true and correct copy of an Ordinance Annexing Territory to Champaign Park District duly adopted by the Board of Park Commissioners of said Park District at a regular meeting of said Board held the ____ day of _____ 2022.

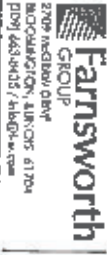
Dated this _____ day of _____ 2022.

_____, Secretary
Board of Park Commissioners
Champaign Park District

OFFICIAL SEAL

PREPARED BY AND RETURN TO:

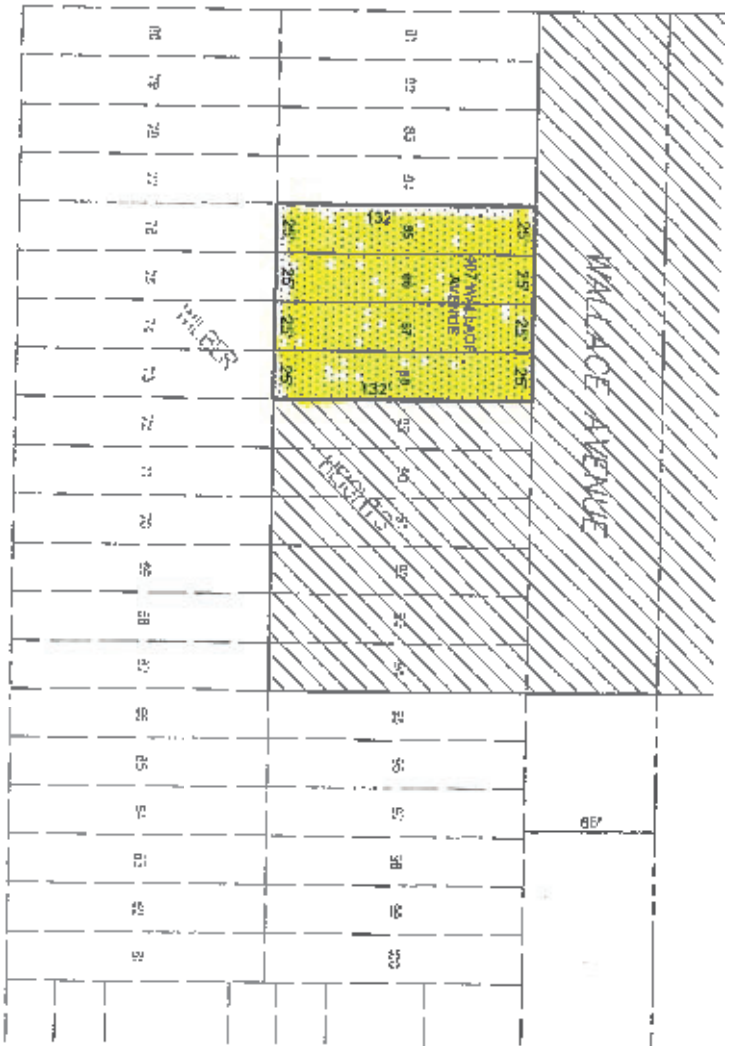
Jarred Scheunemann
Champaign Park District
706 Kenwood Road
Champaign, IL 61821



407 WALLACE AVENUE
CITY OF CHAMPAIGN
CHAMPAIGN COUNTY, ILLINOIS
ANNEXATION PLAT

FOURTH STREET

PAUL AVENUE



GENERAL NOTES:
1. THIS ANNEXATION PLAT WAS PREPARED FROM RECORD DOCUMENT DATA AND INFORMATION, AND THEREFORE DOES NOT CONSTITUTE A BOUNDARY SURVEY.



LEGEND

- ANNEXATION AREA = 0.3032 ACRE
- AREA INSIDE CITY LIMITS
- ANNEXATION LIMITS
- EXISTING R.O.W. LINE

LEGAL DESCRIPTION - PIN 25-15-31-37B-028

LOTS 06, 07, 08, 09 AND 10 OF WILBER HERBERTS SUBDIVISION IN THE SOUTHWEST QUARTER OF SECTION 31, TOWNSHIP 20 NORTH, RANGE 9 EAST OF THE 3RD PRINCIPAL MERIDIAN LOCATED IN CHAMPAIGN COUNTY, ILLINOIS RECORDED AT PLAT BOOK "E", PAGE 328 IN THE CHAMPAIGN COUNTY RECORDERS OFFICE ON OCTOBER 8, 1934, ENCUMBRING 0.303 ACRE, MORE OR LESS.

WITNESS MY HAND AND SEAL THIS 18TH DAY OF MARCH 2022.

FARNSWORTH GROUP, INC.
2411 WEST BRADLEY AVENUE
CHAMPAIGN, ILLINOIS 61821



DATE: 3-18-2022

EXP. DATE: 11-30-2022
DESIGN FROM REGISTRATION
NO. 194-01158

BY: *Wesley J. Meyers*
WESLEY J. MEYERS
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 2903

SW 1/4, SEC. 31 T. 20 N. R. 9 E. 3RD P.M.

COUNCIL BILL NO: 2022-072
DATE PASSED: MAY 3, 2022

99-LE-07 NO. 0201555-04	99-LE-07 NO. 0201555-04
GRANT	MBB
RECORDING	YLM
DATE	3/18/2022

