

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

September 14, 2022

The Champaign Park District Board of Commissioners held the Regular Board Meeting on Wednesday, September 14, 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 thirteen 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, September 14, 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, Jane L. Solon, and Timothy P. McMahon, Treasurer Brenda Timmons, Attorney Guy C. Hall, Joseph C. DeLuce, Executive Director, and Jarrod Scheunemann, Secretary and Director of Administrative Services.

Staff present in person: Chelsea Norton, Director of Marketing and Development, Steven Bentz, Director of the Virginia Theatre, and Joe Kearfott, Assistant Director of Administrative Services.

Staff present online: Andrew Weiss, Director of Planning, Dan Olson, Director of Operations, and Jameel Jones, Director of Recreation, and Edgar May, Recreation Intern.

Emily Klose was an in-person attendee of the meeting.

Jean Flood of the League of Women Voters and Rob Sperl were also present electronically.

Call to Order

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

Comments from the Public

Ms. Klose gave public comment about West Side Park. She illustrated concerns about Veo electric bike (e-bike) activities within the park including riders traveling on park trails at maximum e-bike throttle speeds of 15 mph as well as abandoning e-bikes throughout the park and trails after rides are completed. Ms. Klose expressed concern for the safety of walkers, runners, and individuals with disabilities who use West Side Park trails and requested the Board consider regulating e-bike speeds and parking.

Communications

None.

Treasurer's Report

Treasurer Timmons presented the report. She stated the Park District's finances had been reviewed and were found to be in appropriate order. Ms. Timmons added that the fourth installment of real estate taxes had been received and the Park District is going to reapply for the property tax exemption for the Martens Center.

Commissioner McMahon stated that staff should investigate CD options due to inflation induced increases in CD rates.

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

Executive Director's Report

General Announcements

Mr. DeLuce reported Park Board candidate packets for the two available Commissioner seats will be available on September 20, 2022. He congratulated staff for winning two News-Gazette People's Choice Awards in honor of the Virginia Theatre and Sholem Aquatic Center as well as an Illinois Association of Park Districts Best of Best Partnership Award for the Park District's partnership with OSF and Carle at the Martens Center.

Committee and Liaison Reports

Champaign Parks Foundation

Mr. Scheunemann presented the report. He stated that a noteworthy donation had been received for the ballet program and that an application for director had been received and will be presented for the Park Board's consideration at its next Special Meeting.

Report of Officers

Attorney's Report

Attorney Hall reported that his office had been engaged in several Park District projects including determining the amount of title insurance for HK park, preparing the Town Center Park petition, circumstances surrounding an easement request at the Parker Glen development, policy revisions, and the Don Moyer Boys and Girls Club matter.

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, August 10, 2022
2. Approval of Executive Session "A" Minutes, August 10, 2022
3. Approval of Executive Session "B" Minutes, August 10, 2022
4. Approval of Minutes of the Special Board Meeting, August 24, 2022
5. Approval of Executive Session Minutes, August 24, 2022
6. Approval of Updates to Board Policy Manual
 - a. Acceptance of Donations, Gifts, Devises, and Bequests Policy
 - b. Communicable Disease Policy
 - c. Drug Free Workplace Policy
7. Approval of Updates to the Safety Manual
8. Approval of Updates to the Crisis Communication Plan

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: Commissioner Solon – yes; Commissioner McMahon – yes; Vice President Hays – yes; President Miller – yes; and Commissioner Kuhl – yes. The motion passed 5-0.

New Business

1. Approval of Disbursements

Staff recommended approval of the list of disbursements for the period beginning August 10, 2022 and ending September 13, 2022.

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

2. Approval of a Resolution Initiating the 2022 General Obligation Bond Issue

Mr. DeLuce presented the report. He stated that staff recommended the approval of a resolution stating the Park District's need and intent to issue \$1,255,000 of General Obligation Bonds for FYE2023.

Commissioner Solon made a motion to approve a resolution stating the Park District's need and intent to issue \$1,255,000 of General Obligation Bonds for FYE2023. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner Kuhl – yes; President Hays – yes; Commissioner McMahon; and President Miller – yes. The motion passed 5-0.

3. Approval of a Resolution Setting a Public Hearing on Proposed Bond Issue

Commissioner Solon made a motion to approve a resolution to set a Public Hearing for Wednesday, October 12, 2022 at 7:00 p.m. at the Bresnan Meeting Center, which can be heard and participated in live by the public utilizing Zoom call in information that will be posted on the Champaign Park District's website, to discuss the issuance of \$1,255,000 of General Obligation Bonds. Vice President Hays seconded the motion. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Hays – yes; and President Miller – yes. The motion passed 5-0.

4. Approval of Acceptance of Interim GASB 75 Actuarial Valuation Report for FYE2022 Ending April 30, 2022

Mr. DeLuce recommends the Board table accepting the FYE2022 GASB 75 Actuarial Valuation report due to Ms. Wallace's excused absence with prior notice duly given.

Commissioner Kuhl requested more information about the increase in employer contribution.

Vice President Hays made a motion to table approval of accepting the FYE2022 GASB 75 Actuarial Valuation report. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Hays – yes; President Miller – yes; and Commissioner McMahon – yes. The motion passed 5-0.

5. Approval of an Agreement with Champaign Unit 4 School District for use of Various Facilities

Mr. Scheunemann presented the report. Several Park District facilities have served as an emergency evacuation options for various Unit 4 schools since 2016. Mr. Scheunemann noted that Unit 4 requested renewal of its intergovernmental agreement with the Park District for three additional years.

Discussion and clarification ensued regarding Park District building capacity and utilizing Champaign-Urbana Special Recreation Center as an additional option should the need arise to evacuate students.

Commissioner Kuhl made a motion to approve an intergovernmental agreement with Champaign Unit #4 School District to provide access to certain facilities during times of crisis and authorize the Executive Director to execute the agreement for a three-year term. The motion was seconded by Vice

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

6. Approval of Bid for Janitorial Services at the Virginia Theatre

Mr. Bentz reported that the Park District bid the Virginia Theatre's janitorial services on August 25, 2022. The Park District received one bid from RamClean 2 Cleaning Services. Mr. Bentz added that RamClean 2 has provided janitorial services at the Virginia Theatre after ServiceMaster terminated its agreement with the Park District, effective July 20, 2022.

Discussion and clarifications ensued. The commissioners requested more information about the official name of the service provider, price increases, and benefits of working with the new service provider.

Vice President Hays made a motion to authorize the Executive Director to execute an agreement with the low, responsible bidder, RamClean 2 Cleaning Services, Champaign, to provide janitorial services at the Virginia Theater for one (1) year term with the option to renew for one (1) additional year. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Commissioner Solon - yes; Commissioner McMahon – yes; President Miller – yes; and President Hays – yes. The motion passed 5-0.

Old Business

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

Mr. Weiss presented the report. Staff requested more information from the City of Champaign regarding the annexation of University of Illinois property. City engineering staff responded that the property in question had never been recorded due to a scrivener's error.

Commissioner Kuhl made a motion to approve Ordinance No. 661, Annexing Territory Pursuant to Petition (3602 W. Curtis Road, Champaign, Illinois, 407 Wallace Avenue, Champaign, Illinois, and a Portion of 401 Gerty Drive and a portion of 200 St. Mary's Road, Champaign, Illinois). 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 - no. The motion passed 4-1.

2. Approval of Recreational Trail Easement for Parker Glen Trail

Mr. DeLuce presented the report. He noted that City staff and the property owner had previously presented to the Board about the prospective trail development. Mr. DeLuce stated that the Park District expects to receive \$40,000 per year in property taxes from the development and that project would add 800 feet of trail to the Park District's system. Staff estimated potential maintenance expenses will average \$1000 to \$2000 per year. Mr. DeLuce noted that this trail segment was included in the 2011 City and Park District joint trail plan. If the Park District does not accept the trail, the City may not require paths in future developments.

Discussion and clarifications ensued regarding the City updates to zoning, the need for a new joint trail plan, and what is requested of the Park District trail title dedication to the Park District or the Park District acceptance of an easement.

Commissioner Hays made a motion to table approval of a recreational trail easement for Parker Glen Trail. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Hays – yes; and President Miller – yes. The motion passed 5-0.

3. Approval of Amending Motion and Ratifying Agreement with Don Moyer Boys and Girls Club at the Martens Center. (Roll Call Vote)

Commissioner Hays made a motion to table approval of a proposed agreement with Don Moyer Boys and Girls Club. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as

follows: Vice President Hays – yes; Commissioner McMahon – yes; President Miller – yes; Commissioner Solon – yes; and Commissioner Kuhl – yes. The motion passed 5-0.

Discussion

1. FY23 Operating Budget – Marketing and Development

Ms. Norton presented a summary report of the marketing and development department's activities, statistics, contracted services, and budget process.

Discussion and clarification ensued about each's department's additional marketing budgets and application of those resources, cost savings from digitizing the program guide, quantifying return on investment, translation services, and outreach to residents who speak English as a second language.

Comments from Commissioners

Commissioner McMahon requested staff reach out to the City and Veo Bikes to request geofencing for Park District property.

Commissioner Hays commented that he has been visiting Park District parks and trails and shared his concerns and compliments with staff.

President Miller complimented the Virginia Theatre staff about a performance he had recently attended.

Executive Session

Commissioner Kuhl 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 McMahon – yes; President Miller – yes; Vice President Hays – yes; Commissioner Kuhl

– yes; and Commissioner Solon - yes. The motion passed 5-0. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2(c)(1) The appointment, employment, compensation, performance, discipline, or dismissal of specific employees of the public body; (c)(5) The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; 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.

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: President Miller – yes; Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner McMahon – yes; and Commissioner Solon – yes. The motion passed 5-0 and the meeting was adjourned at 8:28 p.m.

Approved

Kevin J. Miller, President

Jarrod Scheunemann, Secretary