

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
November 9, 2022**

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, November 9, 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 twenty-six 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 12:00 p.m. on Wednesday, November 9, 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 Barbara J. Kuhl, Jane L. Solon, and Timothy P. McMahon, Attorney Guy C. Hall, Treasurer Brenda Timmons, Joe DeLuce, Executive Director, and Jarrod Scheunemann, Director of Administrative Services/Secretary.

Staff present in-person: Andrea Wallace, Director of Finance, Andrew Weiss, Director of Planning, Chelsea Norton, Director of Marketing and Development, Dan Olson, Director of Operations, Heather Miller, Director of Human Resources, Jameel Jones, Director of Recreation, Jimmy Gleason, Director of Revenue Facilities, and Joe Kearfott, Assistant Director of Administrative Services.

Staff present online: Steven Bentz, Director of the Virginia Theatre and Bret Johnson, Assistant Director of Operations.

Dr. Wanda Ward, Mark Toalson, and Paul Hixson from University of Illinois' Campus-Community Compact; Alex Nagy, Rob Kowalski, and Lacey Rains Lowe from the City of Champaign; and Emily Klose, Brian Holding, and Michael Somers were in-person attendees of the meeting.

Jean Flood from the League of Women's Voters was an electronic attendee.

Call to Order

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

Presentations

Dr. Ward, Mr. Toalson, and Mr. Hixson presented about the University of Illinois' Campus-Community Compact initiative and its methods for locally accelerating social justice. Several committees comprised of local leaders and University faculty and administrators are charged with proposing and leading action to address specific areas. The recent development of the Martens Center and its Innovation Lab present a unique partnership opportunity for the University of Illinois and Champaign Park District to create an appealing, attainable, and accessible technology space. The technology committee from the Campus-Community Compact proposed utilizing the Innovation Lab at the Martens Center as an IT hub that will employ two University of Illinois positions including an IT strategist and an IT educator.

Mr. Nagy and Mr. Kowalski presented an overview of the City's efforts to reduce flooding and increase safety within the Garden Hills neighborhood. This initiative includes a large detention basin north of Hedge Road. City staff pilot tested a park space within the center of the future

detention basin and, after its successful summer season, began designing a future park space to be included in the project. City staff requested the Park Board consider potential recreation amenities within the park space, an intergovernmental agreement with the Park District regarding Park District management and maintenance of the future park, and the City resuming management and maintenance of Citizens Park as part of the agreement.

Discussion and clarifications ensued regarding the project's timeline, intergovernmental agreement terms, current events and programs at Hedge POP! Park, flood control management at Garden Hills Park, frequency of train travel within the neighborhood, future parking plans, potential drainage flow from the new detention basin, and the prospective slope and height of the basin's walls.

President Miller thanked the City staff for their presentation.

President Miller moved item number seven from new business to this portion of the Regular Meeting for discussion and potential approval.

7. Approval of Agreement with the University of Illinois for the Innovation Lab at the Martens Center
Mr. DeLuce stated staff recommends the Park Board approve the agreement between the Park District and the University of Illinois to provide programs and services for the community at the Martens Center.

Discussion and clarifications ensued about equipment for the University of Illinois employees who will be located at the Martens Center Innovation Lab when hired.

Commissioner Kuhl moved to approve the agreement between the Park District and the University of Illinois to provide programs and services for the community at the Martens Center. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner McMahon – yes; President Miller – yes; Vice President Hays – yes; Commissioner Kuhl – yes; and Commissioner Solon – yes. The motion passed 5-0.

President Miller thanked the Campus-Community Compact team members for their presentation and stated he is looking forward to the future relationship.

Comments from the Public

Ms. Klose reported about litter, overnight activity, and inappropriate behavior within the Bilbrey Bandstand at West Side Park. She highlighted related damage and presented additional safety concerns. She requested the Park District take action to protect and repair the bandstand.

Mr. Olson noted that staff are working with an engineer to address current damaged items at Bilbrey Bandstand. Mr. DeLuce added that staff are engaged with the architect who designed the structure to develop methods to enclose and secure the bandstand.

Discussion and clarifications ensued regarding safety and security measures.

The Commissioners thanked Ms. Klose for her comments.

Communications

President Miller distributed communications for review.

Treasurer's Report

Treasurer Timmons stated the Park District's finances had been reviewed and were found to be in appropriate order. She noted that an additional personal property tax payment had been received,

interest rates continue to rise, and the finance department continues to search for staff to fill open positions.

Vice President Hays made a motion to accept the Treasurer's Report for the month of October 2022. 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.

Executive Director's Report

None.

Committee and Liaison Reports

Champaign Parks Foundation

Mr. Scheunemann presented the report. He highlighted CUSR's Cupcake 5k, and the Parks Foundation's upcoming popcorn and hot chocolate fundraisers.

Report of Officers

Attorney's Report

Attorney Hall reported that his office had been engaged in several Park District matters including the finalization of the Don Moyer Boys and Girls Club agreement.

Discussion ensued related to the move in date for the Don Moyer Boys and Girls Club at the Martens Center.

President's Report

None.

Vice President Hays reported about recent discussions with Ratio Architects and Broeren Russo Construction related to cracked concrete within the Martens Center building.

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 Public Hearing and Regular Board Meeting, October 12, 2022.
2. Approval of Minutes of the Special Board Meeting, October 19, 2022.
3. Approval of Minutes of the Executive Session, October 19, 2022.
4. Approval of Meeting Dates for 2023.
5. Approval of inserting Craig Hays as Delegate, Barbara Kuhl as 1st Alternate, Timothy McMahon as 2nd Alternate and Dan Olson as 3rd Alternate to serve as delegates to the Annual Business Meeting of the Illinois Association of Park Districts to be held on January 28, 2023, at 3:30 p.m.
6. Approval of payment of the 2021 bond issue in the amount of \$1,212,500 due by November 30, 2022
7. Approval of the low bid from Fisher National Bank of 3.51% for the \$1,255,000 bond issue and to act as the bond registrar at no additional fee.
8. Approval of Updates to Board Policy Manual
 - a. Capital Improvements Plan Policy
 - b. Payment of Employee Wages Policy
 - c. Tuition Policy

Vice President Hays made a motion to approve the Consent Agenda. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Solon – yes;

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

New Business

1. Approval of Disbursements

Staff recommended approval of the list of disbursements for the period beginning October 12, 2022 and ending November 8, 2022.

Vice President Hays made a motion to approve the list of disbursements for the period beginning October 12, 2022 and ending November 8, 2022. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner Solon – yes; and President Miller - yes. The motion passed 5-0.

2. Approval of a Resolution Estimating Taxes to be Levied for FY23-24

Ms. Wallace reported about recent property tax appeals. Discussion ensued about the nature of the appeals and potential outcomes.

Ms. Wallace presented three tax levy scenarios for the Board to consider:

Scenario 1. Maximizes the levy by estimating the extension to capture the legal rate limitation increase allowed once the final EAV is calculated with only 15% of the tax appeal objections reduced as requested.

Scenario 2. Based on estimated limited rate calculated by Staff which allows for some the new growth added in current RY for new construction, enterprise zone or TIF's and accounts for nearly 90% of the tax appeal objections to be granted.

Scenario 3. Based on the new estimated EAV using the prior year tax rate. This does not maximize the benefit of the new construction EAV added in current year and estimates 90% of the tax appeal objections to be granted.

Discussion and clarifications ensued about the potential scenarios and tax rate. The Commissioners agreed not to exceed the current year's tax rate.

Commissioner Hays made a motion to approve a resolution setting the tax levy for fiscal year beginning May 1, 2023 and ending April 30, 2024 at \$15,769,282, or an amount authorized by law, and schedule a public hearing on the Tax Levy Ordinance for Wednesday, December 14, 2022 at 7:00 p.m. as required by the Truth in Taxation Act. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner McMahon – yes; President Miller – yes; and Commissioner Solon - yes. The motion passed 5-0.

3. Approval of Adoption of Ordinance No. 663: Bond Ordinance

Staff recommends Adoption of AN ORDINANCE AUTHORIZING AND DIRECTING THE ISSUANCE, SALE AND DELIVERY OF GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2022, OF THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF AND INTEREST ON SAID BONDS AS THEY BECOME DUE; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH.

Commissioner Solon made a motion to adopt AN ORDINANCE AUTHORIZING AND DIRECTING THE ISSUANCE, SALE AND DELIVERY OF GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2022, OF THE CHAMPAIGN PARK DISTRICT, CHAMPAIGN COUNTY, ILLINOIS; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF AND INTEREST ON SAID BONDS AS THEY BECOME DUE; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION THEREWITH. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Commissioner Solon – yes; Vice President Hays – yes; Commissioner Kuhl – yes; and President Miller - yes. The motion passed 5-0.

Commissioner Kuhl highlighted the rate increase from .449% to 3.51% over the course of the last year.

4. Approval of Bids for 2023 Bedding Plants

Mr. Olson presented the report. He stated staff recommends accepting the bids and authorizing the Executive Director to execute contracts to purchase 2023 bedding plants for each order from the respective lowest responsible bidders as follows: Park Flower Program Order with 1,896 flats from Ropp's Flower Factory for a total of \$43,154 and Flower Island Order with 1,638 flats from Connie's Country Greenhouse for a total of \$49,607. The total cost of the two recommended orders for 2023 will be \$92,761 with funds allocated in the FY23-24 operating budget.

Discussion and clarifications ensued regarding the number of flowers and locations, fees, and sponsor payment schedule.

Commissioner Kuhl made a motion to approve accepting the bids and authorizing the Executive Director to execute contracts to purchase 2023 bedding plants for each order from the respective lowest responsible bidders as follows: Park Flower Program Order with 1,896 flats from Ropp's Flower Factory for a total of \$43,154 and Flower Island Order with 1,638 flats from Connie's Country Greenhouse for a total of \$49,607. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: President Miller – yes; Commissioner McMahon – yes; Commissioner Kuhl – yes; Vice President Hays – yes; and Commissioner Solon - yes. The motion passed 5-0.

5. Approval of Rejecting Bid for Lindsay Garden Path

Mr. Olson stated that staff recommends rejecting an agreement with the respective bidder, Duce Construction for \$79,450.00 due to bid prices exceeding preliminary construction estimates.

Discussion and clarifications ensued about the path's location, design, and cost estimates.

Commissioner Solon made a motion to reject the bid from Duce Construction for \$79,450.000 due to bid prices exceeding preliminary construction estimates. The motion was seconded by Vice President Hays. 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.

6. Report on Sholem Aquatics Center and Approval of Updates to Facility Fee Schedule for Sholem Rates

Mr. Gleason presented highlights from the 2022 season at the Sholem Aquatic Center. He requested the Board consider updates to the Sholem Aquatic Center fee schedule to prepare for the cyber-Monday season pass sale. Mr. Gleason shared several options for potential pass and programming fee increases based on forecasted wages, facility expenses, and days of operation.

The Commissioners requested additional information regarding Mr. Gleason's comparative analysis of other aquatic center's fees and days of operation. Discussion ensued.

Commissioner Solon made a motion to approve option three (3) for the Sholem Aquatic Center facility fee schedule and days of operation, which maintains the current season pass fee, increases program fees by ten percent (10%), and concludes the 2024 season when Unit 4 enters fall session. The motion was seconded by Vice President Hays. 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.

Discussion

1. FY23 Operating Budget – Revenue Facilities, and Recreation (handouts only)

None.

2. Park District Facility Fee Schedule

Mr. Gleason presented the report. He highlighted block scheduling transition for pavilion and shelter rentals and updates to Dodds Tennis Center fees based on the results of a recent intern research report.

Discussion and clarifications ensued about the block schedule rental format, rental signage, Dodd's Tennis Center fee increases, Eddie Albert Garden fees, and Leonhard Recreation Center and Martens Center fees.

3. Projects Update

a. Henry Michael Park – Shelter

Mr. Olson reported that staff had determined pricing for the shelter and would include this project in the capital improvement plan.

b. Washington Park

Mr. Weiss reported that staff had received estimates to repair the basketball court and install a playground. The Commissioners directed staff to proceed with repair of the basketball court but did not support the installation of a playground.

c. West Side Park – Sidewalks

Mr. Weiss and staff have completed a survey of the site and have prepared recommendations to improve the pathways at West Side Park. Vice President Hays requested a presentation of a plan for the pathways within West Side Park to include the improvements within the capital improvement plan for FY24.

The Commissioners requested updates on additional requests from the community to be presented at future meetings.

4. Strategic Plan – 1st and 2nd Quarter Updates (handouts only)

None.

5. Updates to Board Policy Manual

a. Resolution adopting Non-discrimination and Anti-Harassment Policy

b. Non-discrimination and Anti-Harassment Policy

Mr. Scheunemann highlighted several updates to the current policy.

Discussion ensued regarding the remaining policies for the Board to review. Mr. Scheunemann responded that the Board has received the remaining policies and welcomes the Board's feedback. Mr. DeLuce stated that the remaining policies will be placed on the December Regular Meeting's consent agenda for the Board's consideration and approval.

Comments from Commissioners

Commissioner Kuhl requested an update about the DCEO grant awards. Mr. DeLuce responded that Mr. Olson is working with DCEO staff to finalize the paperwork.

Commissioner Kuhl also requested the development of a policy to ensure the renewal of CDs in a timely manner in order to take advantage of rising interest rates.

President Miller congratulated the Board and staff on finalizing the agreement with the Don Moyer Boys and Girls Club.

Commissioner Solon requested an update on final payment from IDNR related to the Human Kinetics Park OSLAD grant.

Executive Session

Vice President Hays moved pursuant to the basis 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; President Miller – yes; Commissioner McMahon – yes; Commissioner Solon – yes; and Vice President Hays – 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.

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 McMahon. Upon roll call, the vote was as follows: Commissioner McMahon – yes; President Miller – yes; Commissioner Solon – yes; Commissioner Kuhl – yes; and Vice President Hays - yes. The motion passed 5-0 and the meeting was adjourned at 9:47 p.m.

Approved

Kevin J. Miller, President

Jarrod Scheunemann, Secretary and Director
of Administrative Services