

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

May 8, 2024

The Champaign Park District Board of Commissioners held the Annual Meeting on Wednesday, May 8, 2024, at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois. The Annual Board Meeting occurred pursuant to published notice duly given. President Hays presided over the meeting.

Present in person: President Craig W. Hays, Commissioner Barbara J. Kuhl, Commissioners Jane L. Solon, and Michael R. Somers, Donna Lawson, Treasurer, Sarah Sandquist, Executive Director, and Jarrod Scheunemann, Secretary and Deputy Executive Director, and Attorney Guy C. Hall.

Excused as absent with prior notice: Vice President Timothy P. McMahon

Staff present in person: Dan Olson, Director of Operations and Planning, Jimmy Gleason, Director of Revenue Facilities, and Heather Miller, Director of Human Resources.

Staff present online: Cynthia Mattingly, Interim Director of Finance.

Clara Bright, Rose Melinda Carr, Lola Cockrel, Nettie Howell, Seon Williams, Reverend Evelyn Underwood, Bishop King James Underwood, Mother Mary Brooks, Kip Pope, and several other members of the public attended the meeting. Jana Wiersema from the News-Gazette also attended the meeting electronically.

Call to Order

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

Election of Officers

Election of President

Commissioner Solon made a motion to nominate and elect Craig W. Hays for the office of President. The motion was seconded by Commissioner Somers. There were no other nominations. The motion passed 4-0.

Election of Vice President

Commissioner Solon made a motion to nominate and elect Timothy P. McMahon for the office of Vice President. The motion was seconded by Commissioner Somers. There were no other nominations. The motion passed 4-0.

Appointment of Officers

Appointment of Secretary, Assistant Secretary, and Treasurer

Commissioner Solon made a motion that Jarrod Scheunemann be appointed as Secretary of the Champaign Park District. The motion was seconded by Commissioner Somers. There were no other nominations. The motion passed 4-0.

Commissioner Solon made a motion that Sarah Sandquist be appointed as Assistant Secretary of the Champaign Park District. The motion was seconded by Commissioner Somers. There were no other nominations. The motion passed 4-0.

Commissioner Solon made a motion that Donna Lawson be appointed as Treasurer of the

Champaign Park District. The motion was seconded by Commissioner Somers. There were no other nominations. The motion passed 4-0.

Attorney Hall then administered the Oaths of Office to Secretary Jarrod Scheunemann, Assistant Secretary Sarah Sandquist, and Treasurer Donna Lawson.

Appointment of Board Member to Boards and Committees

Commissioner Solon made a motion to nominate Jarrod Scheunemann to the Champaign Parks Foundation Board. The motion was seconded by Commissioner Somers. There were no other nominations. The motion passed 4-0.

Adjourn

There being no further business to come before the meeting, Commissioner Somers made a motion to adjourn the meeting. The motion was seconded by Commissioner Solon and was unanimously passed. The Annual Meeting was adjourned at 5:35 p.m.

Approved:

Craig W. Hays, President

Jarrod Scheunemann, Secretary

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

May 8, 2024

The Champaign Park District Board of Commissioners held the Regular Meeting on Wednesday, May 8, 2024, at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois. The Regular Meeting occurred pursuant to published notice duly given. President Hays presided over the meeting.

Present in person: President Craig W. Hays, Commissioners Jane L. Solon, Commissioner Barbara J. Kuhl, and Michael R. Somers, Donna Lawson, Treasurer, Sarah Sandquist, Executive Director, and Jarrod Scheunemann, Secretary and Deputy Executive Director, and Attorney Guy C. Hall.

Excused as absent with prior notice: Vice President Timothy P. McMahon.

Staff present in person: Dan Olson, Director of Operations and Planning, Jimmy Gleason, Director of Revenue Facilities, and Heather Miller, Director of Human Resources.

Clara Bright, Rose Melinda Carr, Lola Cockrel, Nettie Howell, Seon Williams, Reverend Evelyn Underwood, Bishop King James Underwood, Mother Mary Brooks, Kip Pope, and several other members of the public attended the meeting. Jana Wiersema from the News-Gazette also attended the meeting electronically.

Call to Order

President Hays called the meeting to order at 5:36 p.m. immediately following the Annual Meeting.

President Hays moved item number two (2) from New Business to address at this point of the meeting.

Approval of a Resolution in Honor of a Staff Member

President Hays read the following resolution in honor of David Burge for his service to the Park District and Champaign residents.

WHEREAS, David Burge has devoted twenty-three years of exemplary service to the Champaign Park District, the citizens of Champaign, and its numerous visitors, AND;

WHEREAS, David Burge has been entrusted with the care for many of the Park District's historic and iconic amenities, including the Prayer for Rain Fountain at West Side Park, the Fraker Fountain at Clark Park, the Prairie Farm Koi Pond, and many others for the education and enjoyment of visitors, AND;

WHEREAS, David Burge has skillfully crafted items that are used daily throughout the District such as furniture, cabinetry and other carpentry pieces, that will be used for years to come, AND;

WHEREAS, David Burge has efficiently and creatively maintained, repaired and improved hundreds of whatchamacallits, doodads, gizmos, and thingamabobs throughout the District, AND;

WHEREAS, David Burge has been a welcoming friend to coworkers and patrons in our parks,

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Champaign Park

District, the Park Board extends its appreciation to David Burge for twenty-three years of service to the people of Champaign and recognizes his considerable contributions to the Park District. In honor of David Burge's retirement, the Board expresses its thanks and bestows upon him this resolution, recognizing his impact on the Park District, its staff, and residents. The Board wishes David a wonderful retirement and fulfilling future endeavors, confident that the skills, insights, and values he brought to Champaign Park District will have a lasting positive effect.

BE IT FURTHER RESOLVED that a copy of this resolution be presented to David Burge as a tangible expression of the Board's recognition.

Commissioner Solon made a motion to approve a resolution in honor of David Burge. The motion was seconded by Commissioner Somers and unanimously approved.

Comments from the Public

Mr. Kip Pope, a resident of the Clark Park neighborhood, shared comments regarding the upcoming renovation of Clark Park. He is looking forward to potential updates and upgrades and encouraged the Park District to seek input from the surrounding neighborhood. The Board thanked Mr. Pope for his comments.

Ms. Clara Bright addressed the Board regarding prayers at the Douglass Center. She requested a written response from the Park District to address recent concerns. The Board thanked Ms. Bright for her comments and requested staff to respond.

Ms. Rose Melinda Carr requested more involvement for the members of the Douglass Center seniors in decisions, including prayer. The Board thanked Ms. Carr for her comments.

Ms. Lola Cockrel gave public comments to show her support for the previous commenters. She added that it is challenging for Douglass Center senior program participants to attend programs that are located at the Hays Center because it is difficult for many of them to drive there. The Board thanked Ms. Cockrel for her comments.

Ms. Nettie Howell supported previous comments regarding prayers and program location. The Board expressed its thanks to Ms. Howell for sharing.

Mr. Seon Williams offered his support for previous comments. He encouraged the Park District to consider diversity, historical context, and perceptions regarding recent programs such as an egg hunt event at Douglass Park. After Mr. Williams completed these comments, the Board thanked him for attending the meeting and sharing his comments.

Reverend Evelyn Underwood addressed the Board. Reverend Underwood noted the differences between programming in Urbana and Champaign, including prayer. The Board thanked Reverend Underwood for her comments.

Bishop King James Underwood noted he previously served as the Chaplain for the Douglass Center program and shared his concern about recent programming updates at the Douglass Center. Bishop Underwood was thanked by the Board for his comments.

Mother Mary L. Brooks shared about the importance of prayer in her life and its meaning to her in difficult circumstances, even at a young age. She shared her support for previous comments. The Board thanked Ms. Brooks for her comments.

Communications

None.

Treasurer's Report

Treasurer Lawson presented the Treasurer's Report for the month of April 2024. She stated that

a staff member in the finance department has been out of the office, and this impacted the report's formatting. She anticipates the report would return to normal formatting for the next meeting.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of April 2024. The motion was seconded by Commissioner Somers. The motion passed 4-0.

Executive Director's Report

General Announcements

Ms. Sandquist reported about the Champaign County First initiative and her corresponding visit to Washington D.C. to meet with legislators. She is optimistic Representative Budzinski will seek federal funding to support upgrades to Parkland Way.

Ms. Sandquist noted a ribbon cutting ceremony is proposed for June 7th in honor of Skelton Park's reopening. She also highlighted a Park District pickleball tournament on May 19th.

Committee and Liaison Reports

Champaign Parks Foundation

Mr. Scheunemann reported that Foundation Directors continue to secure sponsorships for the gala to be held on September 13, 2024. Tickets for the event go on sale on June 12, 2024.

Report of Officers

Attorney's Report

Attorney Hall reported about preparing an agreement to purchase a property. He highlighted several easements and other agreements that he is currently addressing.

President's Report

President Hays reminded Board members to submit their executive director evaluations. He shared about a recent meeting that he and Ms. Sandquist attended regarding the potential redevelopment of the Country Fair property.

Consent Agenda

President Hays 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, April 10, 2024
2. Approval of Minutes of the Study Session, April 24, 2024
3. Approval of Ordinance No. 681 – An Ordinance Providing for the Disposal of Personal Property Owned by the Champaign Park District.
4. Approval of Easement for City of Champaign at Dodds Park

Attorney Hall recommended item number four (4) be removed for discussion.

Commissioner Solon made a motion to approve the Consent Agenda and remove item number four (4) Approval of Easement for the City of Champaign at Dodds Park for separate discussion and approval. The motion was seconded by Commissioner Solon. The motion passed 4-0.

New Business

1. Approval of Disbursements

Commissioner Solon made a motion to approve the list of disbursements for the period beginning

April 11, 2024 and ending May 8, 2024. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Commissioner Somers – yes; Commissioner Solon – yes; President Hays – yes; and Commissioner Kuhl - yes. The motion passed 4-0.

3. Approval of Sponsorship Agreement with Nicodemus Agency

Ms. Sandquist reported that this event will be held at Hessel Park and will include Sinfonia de Camera, food trucks, and food and beverage services by Art Mart. Additional musical acts will be added to the line up for this one-day summer festival.

Discussion and clarification ensued about revenue sharing, the Park District's financial contribution percentage to the event's total budget, event logistics, and the potential for inclement weather.

Ms. Sandquist responded that the event will be free to the public and the Nicodemus Agency is the responsible party for all aspects of the event.

Commissioner Solon made a motion to approve entering into a sponsorship agreement with Nicodemus Agency. The motion was seconded by Commissioner Somers. The motion passed 4-0.

4. Approval of Professional Services Agreement with Architectural Expressions for Clark Park Renovation Project

Mr. Olson reported that Architectural Expressions has been engaged to aid the Park District in renovations to Clark Park including updates to the playground, Fraker fountain, and ADA upgrades. Discussion ensued.

Commissioner Kuhl made a motion to approve a professional services agreement with Architectural Expressions for the Clark Park renovation project. The motion was seconded by Commissioner Solon and passed unanimously.

5. Approval of Ordinance No. 680: FY24 Supplemental Budget

Staff recommend the Board adopt Ordinance No. 680: FY24 Supplemental Budget to allocate additional revenues that were received due to higher interest rates on certificates of deposit.

Commissioner Kuhl noted a scrivener's error in land acquisition fund line item. Ms. Sandquist responded that staff would correct the error.

Commissioner Kuhl made a motion to approve adoption of Ordinance No. 680: Supplemental Budget. The motion was seconded by Commissioner Somers. The motion passed 4-0.

6. Approval of Online Upload of Recorded Board Meetings Policy

Mr. Scheunemann reported that staff have prepared a policy for the Board's consideration regarding the online upload of recorded Board meetings. The policy indicates that recorded meetings will be removed after 30 days.

Commissioner Solon requested Attorney Hall investigate whether the Park District can add a disclaimer regarding reproduction.

Commissioner Kuhl made a motion to approve the Online Upload of Recorded Board Meetings Policy. The motion was seconded by Commissioner Solon and unanimously approved.

Item No. 4 from the Consent Agenda: Approval of Easement with City of Champaign for Dodds Park

Attorney Hall stated that Park District Ordinance No. 459 limits the duration of easements to ninety-nine (99) years and the City is requesting a permanent easement. He suggested the Board

consider whether it would be willing to make an exception to this Ordinance term. Discussion ensued.

Commissioner Solon made a motion to approve an easement with the City of Champaign for Dodds Park and to specifically waive Ordinance's ninety-nine (99) year duration term and permit it to be permanent exclusively and only for this easement. The motion was seconded by Commissioner Somers and unanimously approved.

Comments from Commissioners

Commissioner Solon was notified by Little League participants that the lighting at Eisner Park and Dexter Fields had been malfunctioning. Mr. Olson responded that staff would address this concern.

Commissioner Somers had visited Spalding Park and noted the complexity and size of the protective netting project for the baseball field, tennis courts, and skate park.

Commissioner Kuhl requested more information regarding the Park District's wildlife management program and noted several areas of concern.

Adjourn

There being no further business to come before the Board, Commissioner Kuhl made a motion to adjourn the meeting. The motion was seconded by Commissioner Somers. The motion passed 4-0 and the meeting was adjourned at 6:38 p.m.

Approved:

Craig W. Hays, President

Jarrod Scheunemann, Secretary