

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
September 11, 2024**

REGULAR BOARD MEETING

The Champaign Park District Board of Commissioners held a Public Hearing and a Regular Meeting on Wednesday, September 11, 2024, at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President Hays presided over the hearing.

Present in-person: President Craig W. Hays, Vice President Timothy P. McMahon, Commissioners Jane L. Solon, and Michael R. Somers, Executive Director, Sarah Sandquist, Secretary, and Deputy Executive Director, Jarrod Scheunemann, and Attorney, Guy Hall.

Commissioner Barbara J. Kuhl and Treasurer Donna Lawson were absent and excused.

Staff present in-person: Courtney Kouzmanoff, Director of Finance, Bret Johnson, Assistant Director of Operations & Planning, Jimmy Gleason, Director of Facilities & Technology, Steven Bentz, Director of the Virginia Theatre, Jeannie Robinson, Director of Recreation, Heather Miller, Director of Human Resources, and Marguerite Bailey, Administrative Project Manager.

A. CALL TO ORDER

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

B. COMMENTS FROM THE PUBLIC

None.

C. COMMUNICATIONS

None.

D. TREASURER'S REPORT

President Criag Hays, being an officer, acted as the temporary Park District Treasurer. President Hays reported and informed regarding the district's finances had been reviewed with Courtney Kouzmanoff, Director of Finance, and were found to be in appropriate order. Vice President McMahon made a motion to accept the Treasurer's Report for the month of August 2024. The motion was seconded by Commissioner Solon. The motion passed unanimously.

E. EXECUTIVE DIRECTOR'S REPORT

Ms. Sandquist recognized Bret Johnson and the Park District staff that assisted in the planting of eighty-five (85) trees at Johnston Park. She gave a brief update of upcoming events. The events that were noted included the Ties and Tennies Gala on September 12, 2024, Westside Arts Festival on September 15, 2024, Douglass Park Ribbon Cutting on October 5, 2024, and Flannel Fest on October 12, 2024. It was noted that while the Sholem Aquatic Center the winterization process has already begun, all spray parks will

continue to remain operational through September with intentional promotion and marketing to the public. Ms. Sandquist shared with the board that the compensation study has made progress with a kickoff meeting and updates have been received from MGT, formerly GovHR, for review. The anticipated review of the compensation study will continue through the month of October. Following the board approval of the agreement between the Park District and the University of Illinois Gies College, the strategic plan process has begun.

F. COMMITTEE REPORTS

Mr. Scheunemann thanked the board for their continued support of the foundation board activities. He reported to the board that the Ties and Tennies was already successful in raising more funds for scholarships than last year through ticket sales, sponsorships, and bids for the online silent auction items.

G. REPORT OF OFFICERS

Attorney's Report

Mr. Hall reported that he continued to work with the Park District staff on projects, reviewing policies, easements, contracts, and normal routine business as necessary.

President's Report

President Hays reported that he and the executive director and he met with a developer regarding the Country Fair Drive shopping center.

H. CONSENT AGENDA

President Hays stated that all items on the Consent Agenda are considered routine and shall be acted upon by one motion, and if discussion is desired, that item shall be removed and discussed separately. Commissioner Solon moved to approve all items on the consent agenda, Commissioner Somers seconded the motion. The motion passed unanimously.

1. Approval of Minutes of the Regular Board Meeting, August 14, 2024
2. Approval of Minutes of the Special Board Meeting, August 28, 2024

I. NEW BUSINESS

1. Approval of Disbursements

Commissioner Solon made a motion to approve the list of disbursements for the period beginning August 15, 2024, and ending September 11, 2024. The motion was seconded by Commissioner Somers. Upon roll call, the vote was as follows: Vice President McMahon - yes; President Hays – yes, Commissioner Solon – yes, and Commissioner Somers – yes. Motion passed 4-0.

2. Approval of a Resolution Initiating the 2024 General Obligation Bond Issue

Ms. Kouzmanoff gave a brief overview of the general obligation bond process including the need to set a date for a public hearing and requested approval of a resolution stating the Park District's need and intent to issue \$1,335,000 of General Obligation Bonds for FY 2024/25. Vice President Tim McMahon moved to approve a resolution initiating the 2024 General Obligation Bond Issue, Commissioner Solon seconded and the motion, passed unanimously.

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

Vice President Tim McMahon moved to approve a resolution to set a Public Hearing for Wednesday, October 9, 2024, at 5:30 p.m. at the Bresnan Meeting Center, to discuss the issuance of \$1,335,000 of General Obligation Bonds, Commissioner Somers seconded, and the motion passed unanimously.

4. Approval of the Bid for General Concrete- for Sunset Ridge Park Entry Drive

Mr. Johnson reported regarding the bids received for the scope of work to be completed at the Sunset Ridge Park drive entry. Commissioner Solon moved to approve the bid, to the low, responsive bidder, Duce Construction Company, Champaign IL, in the amount of \$52,775 and authorized the Executive Director to enter into an agreement for this work. Commissioner Somers seconded and the motion passed unanimously.

5. Approval of the Bids for the John St. Pickleball & Dexter Field Lighting Project

Mr. Johnson reported regarding the scope of the work to be completed at the John Street pickleball courts and Dexter Field. Commissioner Solon moved to approve the bid for both locations, to the low responsive bidder, Barton Electric, Trenton IL, in the amount of \$380,000.00, and to authorize the Executive Director to enter into a contractual agreement for this work. Vice President McMahon seconded, and the motion passed unanimously.

6. Approval of Bid for Liquor License at Virginia Theatre

Mr. Bentz reported to the board that only two (2) proposals were received to offer liquor at the Virginia Theatre. Vice President McMahon moved to approve entering into an agreement with Carbri, Inc., (dba) Farren's Pub & Eatery for alcoholic beverage service, including wine, beer, and spirits, at the Virginia Theatre for a one-year period beginning September 13, 2024 to September 12, 2025. Commissioner Somers seconded, and the motion passed unanimously.

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

Mr. Bentz reported that six (6) proposals were received for janitorial services. RamClean 2 is the current entity that provides janitorial services. It's staff currently does a good job and was the lowest bidder. Commissioner Solon moved to authorize the Executive Director to execute an agreement to the low, responsible bidder, RamClean 2 Cleaning Services, Champaign, IL to provide janitorial services at the Virginia Theatre for a term of one (1) year, with the option to renew for one (1) additional year. Commissioner Somers seconded and the motion passed unanimously.

J. COMMENTS FROM COMMISSIONERS

Commissioner Solon inquired about the ownership and maintenance of the named garden, Robert Hosier Memorial Garden. Staff is requested to investigate the background and address the status of the maintenance obligation.

K. RETURN TO REGULAR MEETING

There was no matter under this topic.

L. ADJOURN

Commissioner Solon moved to adjourn the meeting; Commissioner Somers seconded the motion passed unanimously at 5:55 pm.

Approved:

Craig W. Hays, President

Jarrod Scheunemann, Secretary