

**CHAMPAIGN PARK DISTRICT  
MINUTES OF THE PUBLIC HEARING AND REGULAR BOARD MEETING  
BOARD OF PARK COMMISSIONERS  
November 13, 2024**

**PUBLIC HEARING**

The Champaign Park District Board of Commissioners held a Public Hearing and a Regular Board Meeting on Wednesday, November 13, 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 meeting.

Present in-person: President Craig W. Hays, Vice President Timothy P. McMahon, Commissioners Barbara J. Kuhl, and Michael R. Somers, Executive Director, Sarah Sandquist, Secretary, and Deputy Executive Director, Jarrod Scheunemann, and Attorney, Guy Hall. Commissioner Jane L. Solon appeared virtually. The Treasurer, Donna Lawson, was absent and excused.

Staff present in-person: Courtney Kouzmanoff, Director of Finance, Dan Olson, Director of Operations & Planning, Bret Johnson, Assistant Director of Operations & Planning, Jimmy Gleason, Director of Facilities, Jeannie Robinson, Director of Recreation, Joe Kearfott, Assistant Director of Facilities & Technology, Marguerite Bailey, Administrative Project Manager, Erin Dietmeier, Horticulture Supervisor, Cole Alvis, CUSR Athletics & Volunteer Coordinator, Ellie McGrew, Arborist II, Bob Ginger, Park Maintenance Specialist, Ryan Musgrove, Grounds Worker, Tom Albers, Horticulture Specialist II, Pete Frieden, Maintenance Specialist – Electrical, Calvin True, Horticulture Worker II, Tommy Buhr, Grounds Supervisor, Ryan Hays, Aquatics & Tennis Manager, Miguel Gaona, Grounds Specialist – Arborist, Will Shoell, Sports Field Specialist, Bailey Walden, Horticulture Specialist I, and Mitchell Fransen, Park Planner.

Community members present: Michael Comet and Gannon Ellett, representatives from Pepsi Cola Champaign Urbana Bottling Co. Distribution, Adam Miller, Pattsy Petrie, Ann Hettinger, and Anthony Moore, representative from Republic Services.

**A. CALL TO ORDER**

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

**B. PUBLIC HEARING**

The Public Hearing was to discuss and receive public comments regarding the proposed Property Tax Levy, in the amount of \$ 17,639,887.00, a 4.4% increase over the prior year commencing May 1, 2025, and ending April 30, 2026. A paper notice of the proposed 2024 Tax Levy was published on the Park District's website and on November 2, 2024, in *The News-Gazette* and on the Park District's website.

**C. COMMENTS FROM THE PUBLIC**

None.

**D. CLOSE THE PUBLIC HEARING**

Vice President McMahon moved to adjourn the public hearing, his motion was seconded by Commissioner Somers and was unanimously approved. The hearing was adjourned.

**REGULAR BOARD MEETING**

**A. CALL TO ORDER REGULAR BOARD MEETING**

President Hays called the regular board meeting to order at 5:31 p.m.

## **B. PRESENTATIONS**

### **1. Pepsi, Michael Comet**

President Hays introduced the presenter Michael Comet with Pepsi Cola Champaign Urbana Bottling Co (Pepsi). Mr. Comet introduced his colleague Gannon Ellet. The representatives from Pepsi provided the Board with an overview of the Champaign Park District's beverage and snack usage for 2024 with anticipated estimates through December. The board thanked Mr. Comet and Mr. Ellett for their presentation.

### **2. Illinois Business Consulting, Strategic Plan Q/A**

This agenda item was tabled for another date in the future.

## **C. COMMENTS FROM THE PUBLIC**

President Hays received four (4) board meeting comment cards and invited each community member to address the Board with their comments within in approximately three (3) minutes., Patti Petrie, Ann Hettinger, and Adam Miller all spoke to encourage the board to consider planting native plants instead of annual plants. Mr. Miller submitted a one-page document regarding native plants and asked for the page to be entered into the minutes. Mr. Anthony Moore, from Republic Services, addressed the Board regarding the recent bid opening for waste services.

## **D. COMMUNICATIONS**

The Board physically circulated a letter from Representative Schweizer for review.

## **E. TREASURER'S REPORT**

President Craig Hays, acted as the temporary Park District Treasurer. He reported in the absence of the Treasurer and informed the board that the district's finances had been reviewed with Courtney Kouzmanoff, Director of Finance and found to be in order. Commissioner Solon moved to accept the Treasurer's Report for the month of October 2024. The motion was seconded by Vice President McMahon. The motion passed unanimously.

## **F. EXECUTIVE DIRECTOR'S REPORT**

Ms. Sandquist gave a brief update of upcoming events and inquired whether the board would be available December 2<sup>nd</sup> or 3<sup>rd</sup> for the Illinois Business Consulting presentation and have discussion. Noted events included an upcoming public meeting, the new coat drive through December 2<sup>nd</sup>, the scheduled joint meeting with UPD and CUSR on December 5<sup>th</sup> at the Urbana Health and Wellness Center, and that Winter Nights at Prairie Farms will be November 29<sup>th</sup> through January 5<sup>th</sup>.

## **G. COMMITTEE REPORTS**

Mr. Scheunemann reported to the board that the foundation will be providing hot cocoa at Winter Nights, volunteers are always welcome and may sign up through the online portal. The Park Foundation Board will be reviewing its bylaws and seeking approval in the near future.

## **H. REPORT OF OFFICERS**

### **1. Attorney's Report**

Mr. Hall reported to the Board that he is reviewing a few agreements and documents. He noted Timberline Valley, Marathon Pipeline, and an IDNR report.

## 2. President's Report

President Hays reported that there will be a public meeting at the Good Shepherd Church Tuesday, November 19, 2024, regarding a discussion of lighting at Morrisey Park.

### I. **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 Kuhl moved to approve all items on the consent agenda, Vice President McMahon seconded the motion. The motion passed unanimously.

1. Approval of Minutes of the Regular Board Meeting, October 9, 2024
2. Approval of Minutes of the Special Board Meeting, October 23, 2024.
3. Approval of Minutes of the Executive Session, October 23, 2024
4. Approval of payment of the 2023 bond issue in the amount of \$1,352,552.44 due by November 30, 2024.
5. Approval of a Resolution for the Illinois Association of Park District's Annual Business Meeting Delegate.

### J. **NEW BUSINESS**

#### 1. Approval of Disbursements

Commissioner Somers made a motion to approve the list of disbursements for the period beginning October 24, 2024, and ending November 13, 2024. The motion was seconded by Vice President McMahon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes, Commissioner Solon – yes, Vice President McMahon - yes; President Hays – yes, and Commissioner Somers – yes. Motion passed 5-0.

#### 2. Approval of Adoption of Ordinance No.683 Bond Ordinance and Award the Bonds

Ms. Kouzmanoff gave a brief overview of the same day general obligation bond bid process. Staff recommended that CIBM be awarded the bonds at 3.2% and approve Ordinance No. 683 for the tax park bond sale and delivery, series 2024 of the Champaign Park District, providing for the levy and collection of an annual tax for the purpose of paying the principal and of and interest on said bonds as they become due. Commissioner Somers moved to approve Ordinance No. 683; Vice President Tim McMahon seconded the motion. Upon roll call, the vote was as follows: Commissioner Somers – yes, Vice President McMahon – yes, President Hays – yes, Commissioner Kuhl – yes, and Commissioner Solon – yes. The motion passed 5-0.

#### 3. Approval of Compensation Classification & Structure

Ms. Sandquist gave a brief overview of the data provided to the board for review. Staff recommended and adoption of the MGT Classification and Compensation Study, Report and approval of plan recommendations for phased rollout. After the board discussed the fiscal impact of implementation, it was decided to spend more time evaluating the data. Commissioner Kuhl moved to table the agenda item to the special meeting to be scheduled on December 2<sup>nd</sup> or 3<sup>rd</sup>, Commissioner Solon seconded the motion. The motion passed unanimously.

#### 4. Approval of Bids for 2025 Bedding Plants

Mr. Olson reported to the board the change in the cost of flowers in previous years. A brief discussion ensued to consider a change in the fee schedule and investigating other grower options in the future. President Tim McMahon moved to approve an agreement with the respective low bidders for the park flower program the bid for

\$70,574.00 to Ropp's Flower Factory, and for the flower island program the bid for \$55,595.00 to Connie's Country Greenhouse. Commissioner Somers seconded the motion. The motion passed unanimously.

5. Approval of Dumpster Service Bid

Mr. Johnson reported to the board that the bid for a waste vendor had some changes that included an additional receptacle for Leonard's Recreation Center and Dodd's Park. Commissioner Somers made a motion to approve the bid and authorize the Executive Director to enter into an agreement with Area Disposal Service Inc., in the amount of \$1,175.00 per month, and additional service rates for dumpsters in the bid amounts as follows: a two 2-yard rolling dumpster at \$10.00 per pickup, twenty 20-yard roll off dumpster at \$295.00 per pickup plus \$85.00 per ton that is over three 3 tons, and ½ yard tote at \$6.00 per pickup and also accepting the alternate bid amount of \$160.00 for recyclable materials. Vice President Tim McMahon seconded the motion. The motion passed unanimously.

6. Approval of Purchase of a Replacement Wide Area Mower

Mr. Olson reported to the board that the life of the current mower has been exceeded and that the purchase of a new mower is recommended. Commissioner Somers made a motion to approve the purchase of a Wide Area Mower through OMNIA Partners, for one (1) new Toro 4000-D mower in the amount of \$80,139.30. Vice President Tim McMahon seconded the motion. The motion passed unanimously.

7. Approval of Facility Fee Schedule Changes for 2025

Mr. Gleason gave a brief overview of the recommended changes for the FY 2024-25 fee schedule. Notable changes are a dual membership for Leonard's Recreation Center and Marten's Center, and provided a flat day use rate, Sholem would no longer have a non-resident rate, and the season pass would have fewer visits to make it more appealing. Staff recommended the fee schedule to be effective immediately to allow for a January 1, 2025, implementation of new membership fees and budgeting purposes for the next fiscal year. Commissioner Kuhl made a motion to approve the FY 2024-25 fee schedule, with subject to a change in FY2026 flower bed fee schedule. The motion was seconded by Commissioner Somers. The motion passed unanimously.

**K. DISCUSSION**

1. FY 2025/26 Capital Improvement Plan

Ms. Sandquist provided an overview of the data provided to the board with priority, narrative, and budget impact details. Staff requested direction and input from the commissioners regarding FY2025-26 capital improvements. The board thanked staff for the information.

**L. COMMENTS FROM COMMISSIONERS**

Commissioner Solon reported she was experiencing remote access difficulty and thanked the staff further for the additional data provided for review.

**M. ADJOURN**

Vice President Tim McMahon moved to adjourn at 7:08 pm. Commissioner Somers seconded the motion, and it passed unanimously.

Approved:

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Craig W. Hays, President

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Jarrod Scheunemann, Secretary