

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

**October 10, 2018**

**PUBLIC HEARING**

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, October 10, 2018 at 7:00 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: President Craig Hays, Vice President Timothy P. McMahon, Commissioners Barbara Kuhl, Jane L. Solon, and Kevin Miller, Treasurer Donna Lawson and Attorney Guy Hall.

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Dan Olson, Director of Operations, and Bridgett Moen, Park Planner.

Katie Bermingham, CPA, Manager with CliftonLarsonAllen, Scott Burge, architect with Farnsworth Group, and Matt Schweighart, Attorney of Phinney Branch Mutual Drainage District.

**Open the Public Hearing**

President Hays opened the public hearing at 7:00 p.m. He stated the purpose of the public hearing was to discuss and receive comments on the intent to issue \$1,147,100 in General Obligation Bonds. He reported a notice of the public hearing was published in *The News-Gazette* on October 2, 2018.

President Hays called for comments from the public. There were no comments received.

Vice President McMahon made a motion to close the public hearing. The motion was seconded by Commissioner Miller. The motion passed 5-0.

**REGULAR BOARD MEETING**

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, October 10, 2018 immediately following the Public Hearing at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Hays presided over the meeting.

The Commissioners, Officers, staff and public present at the Public Hearing were in attendance at the Regular Meeting.

**Call to Order**

President Hays called the meeting to order at 7:03 p.m.

**Presentations**

Audit

Katie Bermingham, CPA, Manager with CliftonLarsonAllen, presented the audit. She thanked Ms. Wallace and her team for preparing for the audit, which takes considerable time and effort. She reviewed the audit process and highlighted areas of the Governance Letter, and Financial Statements and Graphs. Ms. Bermingham reported that the Park District received an unmodified (clean) opinion. She also reviewed other areas of the financial statement.

The Board then thanked Ms. Bermingham for the presentation.

## **Comments from the Public**

There were no comments from the public.

## **Communications**

President Hays circulated the communications.

## **Treasurer's Report**

Treasurer Lawson reviewed the Treasurer's Report for the month of September 2018 and found it to be in appropriate order.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of September 2018. The motion was seconded by Commissioner Miller. The motion passed 5-0.

## **Executive Director's Report**

### Project Updates

Mr. DeLuce distributed a list of project updates to the Board. He asked the Board members to let him know if they have any questions.

### General Announcements

Mr. DeLuce reported that recognition of volunteers will be quarterly instead of monthly.

## **Committee and Liaison Reports**

### Champaign Parks Foundation

Commissioner Miller reported that the new Board member Dijon Davis attend the meeting. She seemed excited and optimistic about helping with fundraising.

## **Report of Officers**

### Attorney's Report

Attorney Hall reported that the transaction for the drainage area of the football field at Centennial High School has been completed.

### President's Report

None.

## **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 Special Board Meeting, August 22, 2018
2. Approval of Minutes of the Executive Session, August 22, 2018
3. Approval of Minutes of the Special Board Meeting, August 29, 2018
4. Approval of Minutes of the Regular Board Meeting, September 12, 2018
5. Approval of Minutes of the Special Board Meeting, September 26, 2018

Vice President McMahon made a motion to approve the Consent Agenda Items. The motion was seconded by Commissioner Miller. The motion passed 5-0.

## **New Business**

### Approval of Disbursements as of September 12, 2018

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning September 12, 2018 and ending October 9, 2018. The motion was seconded by Commissioner Solon. The motion passed 5-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Miller – yes; Vice President McMahon – yes; President Hays – yes; and Commissioner Kuhl – yes.

#### Acceptance of the FY17-18 Audit

Commissioner Kuhl made a motion to accept the FY18 audit as presented. The motion was seconded by Commissioner Miller. The motion passed 5-0.

#### Approval to Solicit Bids for Issuance of General Obligation Bonds

Commissioner Solon made a motion to approve and confirm authorizing the Treasurer and Director of Finance to solicit bids for the issuance of \$1,147,100 in General Obligation Bonds for the purpose of paying debt service on certain outstanding obligations and for financing, as applicable, the maintenance, improvements and protection of lands, buildings and parks, including land acquisition, and related design, facilities, improvements and costs, as provided in a resolution adopted by the Board at its Regular Meeting held September 12, 2018. The motion was seconded by Commissioner Miller. The motion passed 5-0.

#### Approval of a Resolution Estimating Taxes to be Levied for FY19-20

Ms. Wallace presented the report. She reported that the Board is required to pass a resolution setting the tax levy for the following fiscal year (FY) 2020. Afterwards, the staff will publish the Truth in Taxation notice, if required. She also reported that the Park District needs to hold a public hearing on its intent to adopt such an increased tax levy at the November Regular Board meeting. Discussion ensued regarding the estimated increase in the EAV and the total estimated tax levy. There was further discussion regarding the grant funds for the Virginia Theatre.

Commissioner Miller made a motion to approve a Resolution setting the tax levy for fiscal year beginning May 1, 2019 and ending April 30, 2020 at \$13,268,925 with a rate not to exceed .7149, and scheduling a public hearing on the Tax Levy Ordinance for Wednesday, November 14, 2018 at 7:00 p.m. at the Bresnan Meeting Center as required by the Truth in Taxation Act. The motion was seconded by Vice President McMahon. The motion passed 5-0.

#### Approval of a Dumpster Service Bid

Vice President McMahon made a motion to accept the lowest responsible base bid from Republic Services in the bid amount of \$695.08 per month, and additional service rates for dumpsters in the bid amounts as follows: a 2-yard rolling dumpster at \$45.00 per lift, 20-yard roll off dumpster at \$395 per haul plus \$45.00 per ton, and ½ yard tote at \$12.00 per lift, and authorizing the Executive Director enter into a contract for this service. The motion was seconded by Commissioner Solon. The motion passed 5-0.

#### Approving Change Order #1 to the West Side Park Playground Contract

Ms. Moen presented the report. She reported that the Champaign Rotary Club applied for a grant for outdoor musical instruments and approached staff about donating the instruments to the Park District. Staff recommended including the instruments as part of the West Side playground improvements. Ms. Moen stated that staff recommends adding the instruments to the scope of the playground replacement contract through a change order with the contractor. The amount of \$1,100 will be reimbursed through a Public Art League donation to the Champaign Parks Foundation.

Commissioner Solon made a motion to approve Change Order #1 to the West Side Park playground to add outdoor musical instruments for a net increase of \$1,100.00, which will increase the total contract with Mid Illinois Concrete and Excavation, Inc. to \$204,420, and authorize the Executive Director to execute the Change Order. The motion was seconded by Commissioner Miller. The motion passed 5-0.

#### Address/Approval of the Construction of an Accessible Connector Path in Spalding Park

Ms. Moen presented the report. She reported that Champaign Unit 4 School District (Unit 4) was granted a land lease and permitted to construct improvements in Spalding Park. During the construction process, the City of Champaign has required an accessible path to be included to connect the public bleachers and the parking lot. Ms. Moen also discussed the pathway system the Park District plans to construct in Spalding Park. She reviewed three options for completing the portion of the path required by the City. Staff recommends that the Park District concur that Unit 4 accept the change order to construct the path as originally drawn and that the Park District reimburse Unit for half of the cost of the path. The reimbursement cost from the Park District to Unit 4 would be \$24,500. Discussion ensued about applying for a Safe Route to School grant. The Park District's projected date to begin that construction of the additional pathway is June 2019.

Commissioner Solon made a motion to request that Unit accept the change order from O'Shea Builders to construct an accessible connector path in Spalding Park and that the Park District reimburse Unit 4 for half the cost of the path in the amount of \$24,500.00. The motion was seconded by Vice Present McMahon. The motion passed 5-0.

#### Approval of Operations Facility Improvements Bid

President Hays reported that he asked for financial information and other pertinent information on the responding bidders. The information was distributed to the Board.

Mr. Olson acknowledged that Scott Burge, with Farnsworth Group, the principal on the project handled the majority of the bid process was in attendance at the meeting. He discussed the history of the project. Two (2) bids were received. Farnsworth Group checked references of both bidders. The lowest responsible bid is approximately \$113,000 over budget. Mr. Olson stated that staff recommends Board approval of the lowest responsible bid from CAD Construction in the amount of \$2,650,000 and assigning an additional \$200,000 from excess reserves to the project. Discussion ensued regarding unit prices and contingency fees.

Commissioner Kuhl made a motion to accept the base bid from CAD Construction in the amount of \$2,650,000 and authorize the Executive Director to enter into a contract for the work and assign \$200,000 from excess reserves to the project. The motion was seconded by Commissioner Miller. The motion passed 5-0.

#### **Old Business**

None.

#### **Discussion Items**

##### Joint Park/Drainage Project near Mattis Avenue

Mr. DeLuce inquired if the Board would like to continue discussions with the Phinney Branch Mutual Drainage District (Phinney Branch) regarding a joint park/drainage project.

Ms. Moen summarized the presentation made by the Phinney Branch representatives at the September 12, 2018 Regular Board meeting. Phinney Branch is interested in purchasing 30 acres from the Knights Templar; 7 acres for detention to be maintained by the City of Champaign and a 23 acre park to be developed by the Park District. Advantages of a park in this area is it would be on a frontage near a main road, and it would not be an accelerated development. Ms. Moen stated that it could be developed similar to Commissioners Park. She noted that there would be operations and maintenance costs, however, the city would maintain the drainage infrastructure. Discussion ensued about ownership and maintenance of the detention, type of park, and design of a park. President Hays stated with the understanding that the City owning and maintaining the detention pond, the Park District is amendable to continuing discussions.

#### **Comments from Commissioners**

Commissioner Solon commented on the staff eliminating flower beds and FlannelFest being rained out.

#### **Adjourn**

There being no further business to come before the Board, Commissioner Miller made a motion to adjourn the meeting. The motion was seconded by Commissioner Solon. The motion passed 5-0 and the meeting was adjourned at 8:07 p.m.

Approved

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Craig W. Hays, President

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Cindy Harvey, Secretary