

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

March 13, 2019

REGULAR BOARD MEETING

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, March 13, 2019 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. President Hays presided over the meeting.

Present: President Craig Hays, Vice President Timothy P. McMahon, Commissioners Barbara J. 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, and Andrew Weiss, Director of Planning.

Call to Order

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

Comments from the Public

There were no comments from the public.

Communications

President Hays circulated the communications.

Treasurer's Report

Treasurer Lawson presented the Treasurer's Report for the month of February 2019. She stated the Park District's finances have been reviewed and found to be in appropriate order.

Vice President McMahon made a motion to accept the Treasurer's Report for the month of February 2019. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Executive Director's Report

Guests

Erin Lesmeister, an intern from Missouri State University introduced herself. She stated that she is in her last semester of school and was leaning toward an interest in special events.

Eleanor Blackmon, Assistant City Engineer for the City of Champaign, manager of the Boneyard Creek project, and responsible for sanitary sewer and drainage, introduced herself.

Workplan and Project Updates

Mr. DeLuce distributed an updated Workplan and a list of project updates to the Board. He asked the Board members to let him know if they have any questions regarding either of the documents.

General Announcements

Mr. DeLuce announced that the Champaign Park Honors will be held on April 4, 2019 at 5 p.m. at the Virginia Theatre; CUSR Awards Banquet will be held on April 22, 2019 at 6 p.m. at the Hilton Garden Inn; and the IAPD Legislative Conference from April 30 through May 1, 2019 in Springfield, Illinois. He reported an IAPD Legislative Breakfast was held on March 11, 2019 with three legislators and approximately 50 people in attendance.

Committee Reports

Champaign Parks Foundation

Commissioner Miller reported that the Foundation Board meeting was cancelled due to lack of a quorum.

Report of Officers

Attorney's Report

Attorney Hall reported that he is working on a number of different Park District projects.

President's Report

President Hays reported that Vice President McMahon, Commissioner Miller and he attended the Spalding Park baseball field ribbon cutting ceremony. It was noted that a screen is being erected in center field. He also noted that four Park Commissioners and one representative attended the IAPD Breakfast. President Hays stated that at the Breakfast, Urbana's Park Board President highlighted financial details associated with unfunded mandates.

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, that item shall be removed and discussed separately.

1. Minutes of the Regular Board Meeting, February 13, 2019
2. Minutes of the Executive Session, February 13, 2019
3. Minutes of the Special Board Meeting, February 27, 2019
4. Minutes of the Executive Session, February 27, 2019

Commissioner Kuhl made a motion to approve Consent Agenda Items. The motion was seconded by Commissioner Miller. The motion passed 5-0.

New Business

Approval of Disbursements as of February 13, 2019

Staff recommended approval of disbursements for the period beginning February 13, 2019 and ending March 12, 2019.

Commissioner Miller made a motion to approve the list of disbursements for the period beginning February 13, 2019 and ending March 12, 2019. The motion was seconded by Vice President McMahon. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Miller – yes; Vice President McMahon – yes; and President Hays – yes; and Commissioner Kuhl – yes. The motion passed 5-0.

Approval of the FYE20 Capital Budget and the 2020-2025 Capital Improvement Plan

Mr. DeLuce reported that an item that was discussed during the discussion of the proposed FYE20 Capital Budget was the resurfacing, rather than installing, new tennis courts at Morrissey Park. He stated that staff located a vendor and received a quote. Mr. DeLuce reported that the original amount will remain in the capital budget and that remaining funds will be used on the Lindsay tennis courts.

Mr. Weiss explained that the increase in budgeted funds for playgrounds is to fund possible cost of shade structures and safety surfacing. Discussion ensued. Commissioner Kuhl stated that there should be a correlation between the size of a park and funds allocated for improvements. Commissioner Solon stated that every park presents its own case circumstances and general

standards cannot be set because of different needs and uses. She also expressed concern with straight shade structures.

Commissioner Kuhl made a motion to approve the FYE20 Capital Budget and 2020-2025 Capital Improvement Plan. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of Zahnd Park ADA Path Project Bid

Mr. Weiss presented the report. He reported that bids were opened and that staff recommends awarding the bid to A&A Concrete.

Commissioner Solon made a motion to award the construction contract for the Zahnd Park Path project to A&A Concrete in the amount of \$186,214.24 and authorizing the Executive Director to enter into a contract for the work. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of FY19 Garment Bids

Mr. DeLuce presented the report. He indicated that staff sent 19 bid packet, 10 of which were to Champaign County vendors. Mr. DeLuce stated that last year's bid award amount was \$36,659.00. Discussion ensued. Commissioner Kuhl asked how much was actually spent last year. Commissioner Solon requested a copy of the bid tally sheet.

Commissioner Kuhl made a motion to approve bids for garments from the lowest responsible bidder for each item that meets specifications as noted in the amount of \$34,598.73 as follows: Will Enterprise in the amount of \$18,478.00; Sunburst Sportswear in the amount of \$7,903.29; Express Press in the amount of \$3,238.34; Marathon Sportswear in the amount of \$1,342.50; The Lifeguard Store in the amount of \$3,060.00; and Silkworm Inc. in the amount of \$601.60. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of a Resolution to Purchase Property from Human Kinetics Publishers

Mr. Weiss presented the report. He reported that the Park District received a copy of the recorded replat which now describe the land to be acquired.

Commissioner Solon made a motion to approve a resolution prepared by the Park District Attorney to purchase property from Human Kinetics Publishers. The motion was seconded by Commissioner Miller. The motion passed 5-0.

Approval of Resolutions to Apply for IDNR Grants for the Greenbelt Bikeway Trail Connection

Mr. Weiss presented the report. He reported that IDNR is offering two grants that are good options for the Greenbelt Bikeway Trail connection. Mr. Weiss stated that the Park District could only receive one grant, which will be determined by IDNR. Discussion ensued. The grants allow for the following type of work be completed: concrete pathways, retaining walls and lighting. Once a grant agreement is executed, the project will need to be completed within two years. Mr. DeLuce noted that there was an issue with crossing the railroad track. The options available to the Park District were discussed.

Commissioner Kuhl made a motion to authorize staff to apply for the Recreation Trails Program Grant and Illinois Bicycle Path Grant and obtain the Board President's signature on the respective Financial Certification Statements. The motion was seconded by Commissioner Solon. The motion passed 5-0.

Old Business

None.

Discussion Items

Human Kinetics Park Intergovernmental Agreement with the City of Champaign and Bristol Park Intergovernmental Agreement with the City of Champaign

Attorney Hall reported that there are a few matters in the Human Kinetics Park Intergovernmental Agreement that need to be addressed, including post-construction ownership of, maintenance and rehabilitation of the detention basin, and related matters. Commissioner Solon expressed concern with snow removal by City and Park District possibility being completed on different schedules.

Ms. Blackmon noted that there is an existing detention basin on the Human Kinetics property. She stated as part of the Boneyard project it is proposed to rework that detention basin into something more attractive and with more detention than currently exists. Ms. Blackmon stated the intent of the agreement is to rework the detention basin and that it will be placed downstream at Bristol Park to address increased runoff from the construction of the Martens Center. The Park District will not have to provide additional onsite detention for the Martens Center project.

Attorney Hall inquired about floodplain potential in the area. Ms. Blackmon stated that the insurance agents must abide by the official FEMA maps. She stated that it is the intent of the Boneyard project to contain a 100-year flood and provide for the flood mitigation. Ms. Blackmon stated that in addition to building the project, the City has to provide evidence that it has been constructed properly. She agreed to comment on the floodplain information received by the Park District.

Discussion ensued. Ms. Blackmon reported that bottom of the detention basin will be dirt. Commissioners requested conceptual drawings of the Human Kinetics detention basin and Bristol Park. Ms. Blackmon will forward the drawings to share with the Park Commissioners.

Ms. Blackmon stated that the detention basin will be approximately 5 ft. deep and will drain quickly. It is proposed to be a dry basin. She discussed adding items along the trail as items of interest. There was discussion about the City and Park District snow removal. Snow removal policies will be exchanged. The City will install exercise equipment and transfer ownership of it to the Park District.

President Hays asked when the construction of Boneyard will begin. Ms. Blackmon stated that the contract will be awarded by City Council at the April 9, 2019 Council meeting.

The Park Commissioners thanked Ms. Blackmon for attending the meeting.

Mr. DeLuce requested that the Commissioners forward any questions or comments regarding the two agreements to staff by March 29, 2019. Discussion ensued regarding the proposed amenities along the path.

Strategic Plan

Mr. DeLuce reported that staff is working on the FY20-22 Strategic Plan. There were eleven (11) questions were sent to the Commissioners, Officers, department heads, stakeholders in the community, parks and recreation professionals, agencies and residents. Over 70 completed questionnaires were returned to the Park District. Mr. DeLuce reported that this information is being gathered to help plan for the future. He stated that community members only received the first eleven (11) questions. Mr. DeLuce stated that he would like to review the questions with the Board and try to get consensus of each of them. It is the consensus of the Board:

1. To maintain the current quality of standards of parks, programs, facilities and trails.
2. To maintain 8 acres for every 1,000 residents.
3. That it is not always possible to establish a park within a ten minute walk of every resident of the District.
4. To continue to expand the trail system with emphasis on connections to parks and other trails.

5. To determine on a case by case basis whether it should increase loop trails in parks and pedestrian neighborhood connections to loop trails.
6. To determine, based on growth, whether the Park District should acquire additional land to establish park land and enhance the trail system.
7. That mini parks should not be a priority for the Park District in the future.
8. That after the Martens Center is completed, there is no strong need for another recreation center.
9. That the Bresnan Meeting Center continue as the administrative facility for the Park District.
10. That there is no need for a new facility within the Park District.
11. That there should minimum standards of development, on a case by case basis, for each park type.
12. That the 120 day reserve continues to meet the needs of the Park District.
13. To continue with the current guidelines for capital expenditures to total budgeted expenditures.
14. To refine the annual tax levy process.
15. To establish useful life of a building at average or above and maintain that level.
16. To make fees and charges affordable for residents.
17. That to maintain median ratio of 23.7% or go no lower than 22%.
18. That the level of support for a facility should be determined on a case by case basis.
19. That stopping the support of a facility should be determined on a case by case basis.
20. To refine the process to determine the level of support provided to the flower island program.

Comments from Commissioners

There were no comments from Commissioners.

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 Kuhl. The motion passed 5-0 and the meeting was adjourned at 8:38 p.m.

Approved

Craig W. Hays, President

Cindy Harvey, Secretary