

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

**June 26, 2019**

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, June 26, 2019 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: President Craig W. Hays, Vice President Kevin Miller, Commissioners Barbara J. Kuhl, Jane L. Solon, Treasurer Donna Lawson and Attorney Guy Hall.

Absent: Commissioner Timothy P. McMahon.

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, Jameel Jones, Director of Recreation, Tammy Hoggatt, Director of HR, IT & Risk, Andrew Weiss, Director of Planning, and Steven Bentz, Virginia Theatre Director.

Other staff in attendance were Zoe Southlynn-Savage, Special Events Manager, and Remington Rock, Special Events and Volunteer Coordinator.

**Call to Order**

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

**Comments from the Public**

There were no comments from the public.

**New Business**

Approval of Budget Line Transfers

Ms. Wallace presented the report. She reported that the request is to approve routine transfers. She reported that transfers totaled \$438,273 for FY19. There were several adjustments between different programs; however, overall within each fund staff stayed within the appropriated budget amount that was legally adopted. The transfers do not affect the overall budget as other line items would be decreased within the same funds. This is being done to comply with the Park Code and for audit purposes. Discussion ensued. Ms. Wallace reported that the audit begins in July.

Commissioner Kuhl made motion to approve of line item transfers of the FY19 budget to be made within funds where line items will exceed their original budget. The motion was seconded by Vice President Miller. The motion passed 4-0.

Approval of a Bid for Dodds Tennis Center Lighting

Mr. Olson presented the report. He reported that the Dodds Tennis Center project was included in the capital improvement plan. Mr. Olson indicated that for sustainability and energy savings over the past four years, LEDs are a best choice. He stated that energy savings will occur soon after the lighting is installed. Mr. Olson reported that the Park District should receive an incentive of approximately \$20,000 from Ameren. Discussion ensued about the location of the apparent low bidder and materials to be purchased,

Staff recommends accepting the low, responsible bid and authorizing the Executive Director to enter into a contract with Energy Harness for a total of \$61,954.50.

Commissioner Solon made a motion to accept the low, responsible bid and authorized the Executive Director to enter into a contract with Energy Harness for a total of \$61,954.50. The motion was seconded by Vice President Miller. The motion passed 3-0.

## **Discussion Items**

### Request to Sell Craft Beer at Flannel Fest

Mr. Jones presented the report. He briefed the Board on the history of Flannel Fest including its relocation from Centennial Park to Hessel Park. Mr. Jones reported that staff is seeking Board approval to sell craft beer at the event scheduled for October 11, 2019. Special events staff, Zoe Southlynn-Savage and Remington Rock, were in attendance at the meeting. Samplings of beer from one or two local craft beer vendors will be sold and confined to a designated area. The idea is for the event to appeal to both family and adult audiences and broaden the Park District's community said base. Discussion ensued about the samplings and the location for the event. Ms. Southlynn-Savage small samplings of one or two craft beer will be offered. Commissioner Solon encouraged staff to consider holding the event at a different park to encourage people to utilize other parks. She discussed the traffic concerns at Hessel Park. Commissioner Kuhl and President Hays agreed that staff should consider other parks to hold events. BASSET trained staff will be onsite. The recommendations and requests of the Champaign Police Department are to be followed.

President Hays asked if there were any objections to offering samplings of craft beer at the Flannel Fest. There were no objections from the Board. President Hays suggested the staff consider other parks for the event in the future.

### Minimum Wage

Mr. DeLuce presented the report. He discussed the impact of the increase in minimum wage to the Park District over a five (5) period. Mr. DeLuce reported that staff compiled ten methods to address the increases. He stated that staff is considering options that will allow the Park District to continue to provide the same outstanding facilities, parks, services, and programs as it has in the past. Mr. DeLuce asked for feedback from the Board. The proposed increases do not include benefits or wage compressions. President Hays asked that if Board Members have any ideas or suggestions to let staff know. Discussion ensued. Commissioner Solon stated that she does agree with the proposed idea to maximize the property tax rate for the next five years to help offset some of the increase in the minimum wage. Commissioner Kuhl asked what staff plans do with the ideas moving forward. She suggested staff look at ancillary benefits compared to other parks districts and employers in the Champaign-Urbana area. Mr. DeLuce stated that some businesses have already increased their wages to attract employees. Commissioner Kuhl also suggested that staff evaluate the positions on hand and perhaps provide a quarterly update to the Board. President Hays suggested evaluating programs, prioritizing the proposed ideas, and possibly consider additional independent contractors. Mr. DeLuce asked the Board to forward any additional ideas to staff.

### Open Space Lands Acquisition and Development (OSLAD) Grant Application

Mr. DeLuce presented the report. He indicated that the Illinois Association of Park Districts (IAPD) announced that the 2019 OSLAD grants will be open starting August 1, 2019. The grant program is a 50% matching grant with the maximum award of \$400,000. The grants applications are due by October 1, 2019. Mr. DeLuce reported that staff narrowed down the list of possible projects to four: Heritage Park; Kaufman Park; Prairie Farm; and Porter Park. Discussion ensued. Commissioner Solon and Commissioner Kuhl favored development of Prairie Farm. There was no objection with moving Prairie Farm to the top of the list.

FY20 Annual Operating Budget

Ms. Wallace presented the report. She reported that staff have responded to questions and concerns raised by the Board. Staff continues to compile information to address questions relating to the Virginia Theatre staff increases. Ms. Wallace responded to questions. Discussion ensued. The budget and appropriation ordinance will be presented for approval at the July 24, 2019 special meeting.

**Comments from Commissioners**

Commissioner Solon reported that the Art Garfunkel concert held at the Virginia Theatre was a great performance. Commissioner Kuhl commented that the Sholem Aquatic Center was well attended. She expressed concern about a problem with garbage at the pavilion in Centennial Park. President Hays commented that his wife continues to enjoy the walk the river at Sholem, and he continues to frequent the Leonhard Recreation Center to work out. He stated that he and his wife walk frequently at Porter Park. Commissioner Solon asked if it was possible to shut off the splash pad when it is raining.

**Executive Session**

Commissioner Kuhl moved as set forth below to convene into Executive Session. The motion was seconded by Vice President Miller. The motion passed 4-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Vice President Miller – yes; President Hays – yes; and Commissioner Kuhl. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2(c)(2) collective negotiating matters involving the public body.

**Return to Regular Meeting**

Following the adjournment of the Executive Session, the Board reconvened in open meeting.

**Adjourn**

There being no further business to come before the Board, Commissioner Solon made a motion to adjourn the meeting. The motion was seconded by Vice President Miller. The motion passed 4-0 and the meeting was adjourned at 6:26 p.m.

Approved:

\_\_\_\_\_  
Craig W. Hays, President

\_\_\_\_\_  
Cindy Harvey, Secretary