

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

July 24, 2019

PUBLIC HEARING

The Champaign Park District Board of Commissioners held a Public Hearing on Wednesday, July 25, 2018 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: President Craig W. Hays, President, Vice President Kevin J. Miller, Commissioners Barbara J. Kuhl and Jane L. Solon, and Treasurer Donna Lawson.

Absent: Commissioner Timothy P. McMahon and Attorney Guy Hall.

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Jameel Jones, Director of Recreation, Tammy Hoggatt, Director of Human Resources, IT and Risk, and Andrew Weiss, Director of Planning.

Tim Mitchell, reporter with *The News-Gazette*, was in attendance.

Open the Public Hearing

President Hays opened the Public Hearing at 5:30 p.m.

Ordinance No. 636, Budget and Appropriation Ordinance

He stated that the purpose of the public hearing was to discuss and receive comments on the Budget and Appropriation Ordinance for FY19-20. A notice of the public hearing was published in *The News-Gazette* on July 16, 2019 in compliance with state law.

Public Comments

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

Close the Public Hearing

Commissioner Kuhl made a motion to adjourn the Public Hearing. The motion was seconded by Vice President Miller Kuhl. The motion passed 4-0 and the Public Hearing was adjourned at 5:31 p.m.

SPECIAL BOARD MEETING

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, July 24, 2019 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.

Present: President Craig W. Hays, President, Vice President Kevin J. Miller, Commissioners Barbara J. Kuhl and Jane L. Solon, and Treasurer Donna Lawson.

Absent: Commissioner Timothy P. McMahon and Attorney Guy Hall.

Staff Present: Joseph DeLuce, Executive Director, Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Jameel Jones, Director of Recreation, Tammy Hoggatt, Director of Human Resources, IT and Risk, and Andrew Weiss, Director of Planning.

Tim Mitchell, reporter with *The News-Gazette*, was in attendance.

Call to Order

President Hays called the meeting to order at 5:32 p.m.

Comments from the Public

There were no comments from the public.

New Business

Approval of Ordinance No. 636: Budget and Appropriation Ordinance

President Hays reported that staff recommended adopting Ordinance No. 636, an Ordinance Approving the Combined Annual Budget and Appropriation of Funds for the Champaign Park District, Champaign County, Illinois, for the fiscal year beginning on the first (1st) day of May 2019, and ending on the thirtieth day (30th) of April 2020 in the amount of \$28,932,155 and authorize staff to file it with the Champaign County Clerk's office.

Vice President Miller made a motion to adopt Ordinance No. 636, Budget and Appropriation Ordinance for fiscal year beginning May 1, 2019 and ending April 30, 2020 and authorize staff to file it with the Champaign County Clerk's office. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Vice President Miller – yes; President Hays – yes; and Commissioner Kuhl – yes. The motion passed 4-0. A copy of Ordinance No. 636 is attached to the minutes.

Approval of Bid for Janitorial Services at the Dodds Tennis Center

Mr. DeLuce presented the report. He stated that two of the three bids received were non-responsive due to being incomplete. Mr. DeLuce stated that staff recommends rejecting the bids and rebidding the janitorial service.

Commissioner Solon made a motion to reject the bids and rebid the Dodds Tennis Center janitorial service. The motion was seconded by Vice President Miller. The motion passed 4-0.

Commissioner Kuhl requested that staff include the base bid amount for the previous year for janitorial service at the Dodds Tennis Center for comparison purpose when this item is presented to the Board.

Approval of a Resolution to Commit Cash Proceeds Received in Land Sale to Land Acquisition Fund

President Hays stated that staff is recommending approval of a resolution to commit cash proceeds received in land sale to the Land Acquisition Fund.

Commissioner Kuhl made a motion to approve a resolution to commit \$74,723.39 from the sale of Lot 173 at the Trails of Abbey Fields as of the date of this resolution or before April 20, 2020 into the Land Acquisition Fund for the future purchase of land within the Park District. The motion was seconded by Vice President Miller. The motion passed 4-0.

Approval of an Ordinance Declaring Personal Property as Surplus

Mr. Olson presented the report. He reported that approximately 12 years ago during the Ashland Park (aka Toalson Park) development an agreement was entered into between the Park District and The Atkins Group (TAG). TAG was allowed to store topsoil to use for its development purposes. The agreement was approved for two, five year terms. When the most current agreement expired, the topsoil became the property of the Park District. Mr. Olson reported that approximately 1200 to 1300 cubic yards of topsoil remains that is not needed for Park District purposes. He stated that staff is recommending approval of an ordinance to declare the topsoil as surplus in order to remove it from the park. Discussion ensued. Commissioner Kuhl asked if the topsoil will be a revenue generator or an expense. Mr. Olson stated that staff is hoping to have it transported without cost to the Park District. Commissioner Kuhl questioned if the Park District could have had TAG remove the topsoil in accordance with the terms of the agreement, and if the Park District was past the time to require TAG to remove it. Mr. Olson stated that the Park District could possibility still ask TAG to remove the topsoil. Commissioner Kuhl asked if the Park District could require TAG to remove the topsoil if the Park District is unsuccessful in having it removed with occurring expense. Mr. Olson stated that that is his understanding, however staff should consult with legal counsel.

Discussion ensued. Commissioner Kuhl discussed having the topsoil removed at TAG's expense. Mr. DeLuce reported that there has been discussion with Urbana Park District staff who have a need for topsoil. He stated there was discussion about the Urbana Park District removing the topsoil, leveling the area and reseeding it. Tabling the item was discussed while staff follows up with the Urbana Park District. It was also noted that the Park District will take ownership of the topsoil if the Board approves the ordinance. After further discussion, the Board directed staff to follow up with Urbana Park District to finalize possible arrangements before the next meeting and have legal counsel review the terms of the agreement with TAG. The Board desires to have the topsoil removed at no expense to the Park District.

Commissioner Kuhl made a motion to table this item until the August 14, 2019 Regular meeting. The motion was seconded by Vice President Miller. The motion passed 4-0.

Approval of Applying for an OSLAD Grant for Spalding Park

Mr. DeLuce updated the Board on his discussion with Unit 4 School District staff regarding the proposed eight (8) tennis courts in Spalding Park. He stated that Unit 4 still plans to construct the tennis courts in the future, however, there is no definite date set. Mr. DeLuce asked the Board if it wanted to wait for Unit 4 or move forward with resurfacing or renovating the tennis courts. Discussion ensued about the plans proposed by Unit 4 for replacing the tennis courts. Ms. Moen addressed the Board about the design of the site as well as removal of trees for the development of tennis courts. There was discussion about whether or not to amend the agreement with Unit 4 to revise the language regarding the tennis courts and restrictions if an Open Space Land Acquisition and Development (OSLAD) grant were received as it relates to the tennis courts.

Mr. DeLuce asked if the Board is interested in including the lights and the paths apart of the OSLAD grant application. Ms. Moen informed the Board that the ADA path to the Spalding Park playground has been removed and suggest replacing it and now including it as part of the grant application. Discussion ensued about the scope of the project for Spalding Park improvements, estimated cost of the improvements, amenities to include in the grant application, location of a new playground, and trees scheduled for removal. It was the consensus of the Board to not make any improvements to the tennis courts at this time.

Vice President Miller made a motion to approved proceeding with \$350,500 OSLAD grant as shown in attachment 2 without tennis courts, and authorize the *Grant Program Resolution of Authorization* due to IDNR by August 19, 2019.

Approval of an Addendum to the Internet Ticketing Services Agreement with SeatAdvisor, Inc.

Mr. DeLuce presented the report. He stated that staff is satisfied with the service provided by SeatAdvisor and recommends approval of an addendum to the Internet Ticketing Services Agreement. SeatAdvisor has agreed to renew the agreement with the current terms for a three year period.

Commissioner Solon made a motion to approve an Addendum to the Internet Ticketing Services Agreement with SeatAdvisor, Inc. to provide ticketing for the Virginia Theatre and other Park District events for a three-year period, effective August 14, 2019 through August 15, 2022, and authorizing the Executive Director to execute the agreement. The motion was seconded by Vice President Miller. The motion passed 4-0.

Approval of an Agreement between the Champaign Park District and I.A.T.S.E. Local 482

Mr. DeLuce presented the report. He reported that Local 482 agreed to the Park District terms.

Commissioner Kuhl made a motion to approve an agreement between the Park District and Local #482 of the International Alliance of Theatrical State Employees, Moving Picture Technicians, Artists and Allied Crafts of the United States and Canada for a three year term, effective August 1, 2019 through July 22, 2022, and authorization for the Executive Director to execute the agreement. The motion was seconded by Commissioner Solon. The motion passed 4-0.

Discussion Items

Champaign-Urbana Special Recreation Preliminary Space Study Options

Mr. DeLuce presented the report. He reported that the Park District demolished the Spalding Recreation Center which is where it held afterschool and summer day camp programs, and is looking to replace it with a 2,500 sq. ft. facility for Champaign-Urbana Special Recreation (CUSR). Currently, CUSR is using Unit 4 School District schools for summer day camps and the Hays Recreation Center to house staff and afterschool programs. He reported that there are four options for the Board to consider and that staff is seeking consensus on which option to evaluate and seek cost estimates.

Mr. DeLuce reported that staff contracted with Reifsteck Reid & Company Architects to study two options for CUSR program space: relocate CUSR program to Hays Recreation Center or repurpose the Bi-Centennial Center, which currently is home to The Cage. Park District staff generated two additional options: construct a new building to replace the existing Bi-Centennial Center or construct a new building for CUSR and Prairie Farm. Mr. DeLuce discussed the pros and cons for all of the options. Discussion ensued about office space for CUSR. Commissioner Kuhl inquired about the average number of participants served by CUSR. Mr. Jones reported that CUSR currently use eight (8) classroom for summer camps. The average number of CUSR participants served is 40. There was discussion about cost sharing with the Urbana Park District, rental cost for CUSR and the use of space at Champaign Unit 4 Schools.

Commissioner Solon stated that the Bi-Centennial site is the best location for CUSR given its close proximity to other park amenities and parking. President Hays stated that the Hays Center is too congested for CUSR. He reviewed the inspection report completed on the Bi-Centennial Center which indicates that the roof should be replaced. After a visual inspection, President Hays stated that he saw no leaks and believes there is useful life remaining in the metal roof. President Hays stated that a construction manager should inspect the Bi-Centennial Center. He stated that it would be quicker to bring the Bi-Centennial Center up to code for CUSR and other programs.

President Hays expressed a desire to get better use of the Bi-centennial Center and suggested that staff have construction engineers conduct a physical and mechanical assessment of the facility.

Discussion ensued about the gym space. It was consensus of the Board to obtain a construction study of the Bi-Centennial Center.

Comments from Commissioners

Commissioner Solon commented that she was pleased that staff weeded the flowerbeds along Kirby at Hessel Park.

Executive Session

Commissioner Solon moved pursuant to the bases 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)(5) for the purchase or lease of real property for the use of the public body including meetings held for the purpose of discussing whether a particular parcel should be acquired and (c)(6) the setting of a price for sale or lease of property owned by the public body.

Adjourn

After the Executive Session, 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 5-0 and the meeting was adjourned at 7:19 p.m.

Approved

Craig W. Hays, President

Cindy Harvey, Secretary