

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

February 27, 2019

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, February 27, 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 hearing.

Present: President Craig Hays, Vice President Timothy P. McMahon, Jane L. Solon, and Kevin Miller, and Treasurer Donna Lawson and Attorney Guy Hall.

Absent: Commissioner Barbara J. Kuhl

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 and Risk, Chelsea Norton, Director of Marketing and Communications, Steven Bentz, Virginia Theatre Director, and Bridgette Moen, Park Planner.

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 Ratification of a Contract with AEP Energy

Mr. DeLuce presented the report. He indicated that current electric rate per kWh is \$0.05361. Mr. DeLuce stated that based on the results of the bid compiled by the CQI consultant, he entered into a thirty (30) month agreement with AEP Energy at a rate of \$0.05032 per kWh at an overall decrease of \$9,872.00 over the existing rates. He reported that staff is requested that the Board approve ratifying the contract. Discussion ensued. Mr. DeLuce stated that the consultant felt that it was best to lock in the current rate.

Commissioner Miller made a motion to approve the ratification of a thirty (30) month contract with AEP Energy commencing December 2019 and ending June 2022. The motion was seconded by Vice President McMahon. The motion passed 3-0.

Approval of a Bid for Virginia Theatre Roofing

Mr. Olson presented the report. He reported that the base bid includes replacement of roof sections and limited masonry and terra-cotta repair work and the five alternates which include additional masonry repairs, addition of a small access door, full replacement of the south fly lot roof section, and life safety items.

Commissioner Solon arrive to the meeting at 5:34 p.m.

Discussion ensued. In response to questions by President Hays, Mr. Olson responded that the repairs will include new flashing and tuck-pointing. He also stated that the amount of roofing parts and supplies needed for the project was part of the bid submission, and that bidders understood that the Park District was purchasing the materials through U.S. Communities. Mr. Olson responded to questions by Vice President McMahon about the material lists submitted by the bidders and contingency for the project. Mr. Olson explained the process for determining the amount of materials and that the engineer conducted a thorough background check on the lowest responsible bidder. He also noted that alternate #5, life safety items will come out of the life safety budget line. President Hays asked about the sq. ft. of the roof. Mr. Olson said he would have to provide that information to the Board.

Commissioner Solon made a motion to approve accepting the lowest responsible base bid plus alternate 1, 2, 4 and 5 from Henson Robinson Company, in the amount of \$433,365, and rejecting alternate 5, and authorizing the Executive Director to enter into a contract for the work. The motion was seconded by Commissioner Miller. The motion passed 4-0.

Approval of the Purchase of Roofing Materials through U.S. Communities

Commissioner Solon made a motion to authorize the purchase of all necessary roofing supplies and related products directly from Garland/DBS, Inc. in the amount of \$125,499.55 through U. S. Communities Government Purchasing Alliance's program. The motion was seconded by Commissioner Miller. The motion passed 4-0.

Approval of Rejecting Zahnd Park Path Bids

Ms. Moen presented the report. She discussed the scope of the project. Ms. Moen reported that the Park District contracted with Clark Dietz for this project. She stated that staff recommends rejecting the bid due to issues with the bidding process. Discussion ensued.

Commissioner Solon made a motion to reject and rebid the Zahnd Park Path bid. The motion was seconded by Vice President McMahon. The motion passed 4-0.

Approval of an Intergovernmental Agreement with the City of Champaign for the Carle at the Fields Trail

Ms. Moen presented the report. She reported that the City of Champaign confirmed that they have no comments on the agreement since the Park District's last meeting. Staff recommends approval of the Intergovernmental Agreement with the City of Champaign for the Carle at the Fields Trail. Ms. Moen reported that the City has it on the City Council March 19, 2019 agenda for consideration. Discussion ensued. Mr. DeLuce reported that Carle is reviewing the maintenance agreement for the path. Attorney Hall noted that the only significant change was that the Park District will be responsible for repair and maintenance of C-D area. He stated that this area was originally proposed to be dedicated to the Park District. This is a two year agreement only. Ms. Moen clarified that the Park District will be maintaining the path only.

Commissioner Miller made a motion to approve an Intergovernmental Agreement with the City of Champaign for the Carle at the Fields Trail. The motion was seconded by Vice President McMahon. The motion passed 4-0.

Discuss and Approval of the 2019-2019 Comprehensive Plan

Ms. Moen presented the report. She reported that based on the comments from the February 13, 2019 meeting revisions have been made and incorporated into the final Comprehensive Plan.

Commissioner Solon made a motion to approve the 2019-2029 Comprehensive Plan. The motion was seconded by Vice President McMahon. The motion passed 4-0.

Discussion Items

FY20-25 Capital Improvement Plan

Each department head presented a brief overview of the capital items for FY20 which they are responsible for and responded to questions by the Board. Capital items include ADA projects, HVAC replacement at Bresnan Meeting Center, Heritage Park Phase I, Mobile App, space for CUSR, design restroom and concession of Dodds 3-plex, general flooring at Douglass Annex, Greenbelt Bikeway Trail, small equipment replacement, Martens Center, outdoor lighting, playground replacement, Prairie Farm master plan, risk management improvements, roof replacement, score boards, Spalding Park improvements, Tennis Center lights, Toalson Park improvements, trail and path addition, Noel Park playground, vehicle replacements, Virginia Theatre lighting, and Virginia Theatre sound system. Mr. DeLuce reported that the total capital improvement plan budget includes grant funds, carryover, foundation funds and new revenue. The proposed FY20 capital projects total \$9,209,951 with \$6,163,175 carrying over from FY19. Discussion ensued. President Hays asked about ADA supporting documentation and schedules. Ms. Moen stated that they are in progress.

Mr. DeLuce stated that the capital plan will be presented to the Board for approval at the March 13, 2019 Regular meeting.

Comments from Commissioners

There were no comments from Commissioners.

Executive Session

Commissioner Solon moved as set forth below to convene into Executive Session. The motion was seconded by Commissioner Miller. The motion passed 4-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner Miller – yes; Vice President McMahon; and President Hays – yes. 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 (6) the setting of a price for sale or lease of property owned by 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 Commissioner Miller. The motion passed 4-0 and the meeting was adjourned at 6:55 p.m.

Approved:

Craig W. Hays, President

Cindy Harvey, Secretary