

**CHAMPAIGN PARK DISTRICT  
MINUTES OF THE STUDY SESSION  
BOARD OF PARK COMMISSIONERS**

**August 28, 2019**

The Champaign Park District Board of Commissioners held a Study Session on Wednesday, August 28, 2019 at 5:30 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 W. Hays, Vice President Kevin Miller, Commissioners Jane L. Solon and Timothy P. McMahon, 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, Daniel Olson, Director of Operations, Andrew Weiss, Director of Planning, and Bridgette Moen, Park Planner.

**Call to Order**

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

**Comments from the Public**

None.

**Discussion Items**

Taste of Champaign-Urbana Update

Mr. DeLuce presented a preliminary report relating to the 2019 Taste of Champaign-Urbana held Friday, August 16 and Saturday, August 17, 2019. He reported that tickets sales for Friday totaled 48,000 and Saturday 72,000. Donations at the entry gates totaled \$5,804.00 with total donations and tickets sales being \$125,804.00. Mr. DeLuce reported that a sponsorship of \$10,000.00 was received from CIMB, with an additional \$6,000.00 from Illinois American Water. There were 130 volunteers volunteering 530 hours. Total attendance to the event was 22,116. He reported that the top food sellers were Snack Shack at \$6,986; Support our Vets at \$6,450; and Chester's at \$5,526. There were 26 food vendors, 29 artists and 39 community coordinators participating at the event. Discussion ensued. Commissioner Solon asked how the 2019 Taste compared to past years. Mr. DeLuce reported that staff is compiling a full report and ideas for next year to share with the Commissioners.

Kaufman Park Temporary Construction Easement

Mr. Weiss presented the report. He reported that the Swann Special Care Center (SSCC) is expanding its facility directly east of Kaufman Park. SSCC is requesting a temporary construction easement which will provide vehicle and equipment access to the west side of the building site, as well as provide material laydown areas. Mr. Weiss reported that currently a concrete path and patio exist that abut SSCC back entry and connect through the path going through Kaufman Park. SSCC is proposing to rebuild the concrete pathway connection and patio, and extend the pathway to the circle roundabout in Kaufman Park to allow usage by SSCC patrons.

Attorney Hall discussed the proposed extension of the sidewalk. He noted that the Board approved a temporary easement approximately four years ago. However, the project was placed on hold and the easement expired. Mr. Hall stated that Kaufman Park was developed with funds from the Illinois Land and Conservation Fund. Once IDNR's requirements are met, it appears to be receptive to the proposed improvements. Discussion ensued about the width of the proposed path, the proposed scope of work, impact on existing trees, and addressing IDNR's concerns. Mr. Weiss will follow up on access entry and method of protection for the trees. Mr. Hall stated that IDNR wants to ensure a

consensus of all parties to the agreement before it will sign off. He noted IDNR's desire for the concrete path to be ADA accessible.

Staff will address the Board's concerns prior to finalizing the easement. It was the consensus of the Board to place the item on the September 11, 2019 agenda for consideration.

#### Carle at the Fields Trail Zahnd Connection

Ms. Moen presented the report. She reported that while a majority of the Carle at the Fields Trail has been constructed, the section between Staley Road and Fields South Drive has not been completed. Ms. Moen stated that Carle would like to move forward with completing the trail this fall and has proposed constructing a section of the trail through Zahnd Park. Carle would cover the cost of the construction of the multi-use trail and the Park District would become the owner of any of the trail constructed on Zahnd property once completed. Ms. Moen reported that Carle is requesting a temporary construction easement to build the trail on Park District property. Discussion ensued about recent trails installed, the proposed Zahnd Park path connection options and costs, and nearby retention pond. Staff stated that the current pond is sufficient and does not need to be expanded. Staff presented a diagram of three path options A, B and C. Commissioners Solon and McMahon favored completing options A and C. Vice President Miller inquired about the remaining funds in the budget for this project.

Staff will present updated diagrams, cost estimates, and budget for proposed path options. It was the consensus of the Board to allow Carle to construct the path on Park District land. Attorney Hall discussed IDNR's involvement. Mr. Weiss will inform Carle of IDNR requirements.

#### Flower Island Fees

Mr. Olson presented the report. He reported that staff is seeking Board direction on increasing fees for the 2020 season. Mr. Olson recapped the history of the Flower Island Program. He stated that it is a large program with over 100 beds. He discussed the progress for reducing costs of the Flower Island and Park Flower Programs. The Flower Island Program fees were increase in 2018 by approximately 8%. The Board's goal is a 75% cost recovery. In order to offset increased costs of materials and accommodate future minimum wage increases, an increase for the 2020 season is needed. Discussion ensued about the increase in cost of flowers and labor, maintaining the integrity of the flower program, and summer staff. Commissioner Solon stated that discussion about summer staff is a topic for a study session.

It was the consensus of the Board to increase the cost to \$13.00 per square foot. The item will be placed on the September 11, 2019 agenda for consideration. Mr. DeLuce reported that staff is working on process for the Flower Island Program.

#### Park and Playground Improvements Process

Mr. DeLuce reported that staff shared information on the park and playground process. He stated that staff is available to respond to questions. Discussion ensued. Commissioner Solon discussed the disappointment of the Noel Park neighbors about the old playground being removed, but then ended up installed at a local school. She also discussed complaints received from neighbors about the playground conditions. Commissioner Solon suggested that other factors besides age of playground should be considered when replacing a playground. She also discussed the delay in contractor installing the playground and the smaller sandbox.

Ms. Moen reported that the smaller size and relocation of the sandbox was at done at staff's request to keep the project moving. She discussed the process for replacement of playgrounds. The maximum number of years for replacement of playground is approximately 20 years. Playgrounds are inspected monthly by Park District staff, who are playground certified inspectors. Ms. Moen stated that the neighbors asked staff to attempt to refurbish the

playground at Noel Park. She stated that staff researched the matter and learned that parts for the playground were no longer available.

Discussion ensued about the language in the bids specifications for playground installation. Ms. Moen stated that the specifications called for demolition of the old equipment, not demolishing which is a common practice. Mr. Hall stated that the contractor made an independent determination to not demolish, but rather reuse the equipment. Generally, when using “demolition” terminology, one does not expect a contractor to give the property to someone for reuse. Ms. Moen updated the Board on the process and neighbor involvement in the replacement playground chosen for Noel Park. She reported that the project is almost completed and that staff will conduct an inspection before the playground is open to the public. The Board suggest staff update the language in the bids specifications regarding disposal of playground equipment after removal.

Discussion ensued about use of parks and allowed activities. Staff informed the Board that certain activities are allowed for additional costs and that renters often under take additional activities without informing the staff.

### **Commissioners Comments**

Commissioner Solon reported that she attended the Taste of Champaign-Urbana and it was nice. She reported that Noel Park looks nice and that neighbors will enjoy it. Morrissey Park playground replacement will begin in two weeks. Commissioner Solon volunteered to distribute flyers to neighbors if needed. Commissioner Solon stated that she hopes that the Park District is able to resolve staffing matters at Sholem Aquatic Center to keep it open during the entire season. Mr. DeLuce stated that staff is working on solutions.

### **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 6:46 p.m.

---

Kevin J. Miller, Vice President

---

Cindy Harvey, Secretary