

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

March 11, 2020

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, March 11, 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 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, Andrea Wallace, Director of Finance, , Dan Olson, Director of Operations, Jameel Jones, Director Recreation, Jimmy Gleason, Director of Revenue Facilities; Andrew Weiss, Director of Planning, Steven Bentz, Director Virginia Theatre, and Justice Miller, Sports Coordinator.

Also in attendance were Jean Flood, observer of the League of Women Voters and spouse, Richard.

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 2020. She stated the Park District's finances have been reviewed and found to be in appropriate order.

Commissioner Solon made a motion to accept the Treasurer's Report for the month of February 2020. The motion was seconded by Vice President Miller. The motion passed 4-0.

Executive Director's Report

Mr. DeLuce introduced Jeremy Hoffman, graduate student at ISU in the Recreation Administration Program. Mr. Hoffman stated that he is mentoring under Mr. DeLuce and was appreciative of the opportunity.

Interns

Mr. Jones introduced interns Kennedy Brown, University of Illinois, and Katie Lieb, Illinois State University. Ms. Lieb is interning in special events and Ms. Brown is interning at Douglass Center.

General Announcements

Mr. DeLuce reported that Vice President Miller attended a film debut of special recreation participants who dressed as super heroes. He also reported that a staff team led by the Risk Manager has been formed to address coronavirus issues. A meeting with all staff is scheduled for tomorrow to show a PowerPoint presentation by the Department of Public Health. Mr. DeLuce expressed concern about the impact of the virus and stated that one event scheduled by the University of Illinois has already been cancelled. He stated that staff continue to work with other agencies and organizations, and will keep the Board updated. President Hays inquired about the impact of the virus on Virginia Theatre programs. He also inquired about the fire at Hazel Park. Mr.

Bentz reported that ticket sales had decreased and that the University of Illinois has cancelled U of I sponsored events with an audience of 50 or more indefinitely. Mr. DeLuce reported that the cause of the fire at Hazel Park was unknown and that staff is working on a plan to replant the damaged grass.

Committee Reports

Champaign Parks Foundation

Commissioner Miller reported that the Foundation Board is recommending appointment of a new member for consideration at the April regular meeting.

Report of Officers

Attorney's Report

Attorney Hall reported that he is working on a number of routine matters, contracts and various Park District issues.

President's Report

President Hays reported that Vice President Miller, Commissioners McMahon, and he attended the 2020 Legislative Breakfast. He stated projects were highlighted and that several legislators attended the breakfast. He stated that he discussed with a legislator the importance of the PARC grant for the Martens Center.

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 12, 2020
2. Minutes of the Executive Session, February 12, 2020
3. Approval of Amendment No. 2 to the Agreement with the Board of Trustees of the University of Illinois for summer employment of student athletes for two (2) years from June 2, 2020 through May 31, 2022
4. Park District FY21 Facility Fee Schedule for May 1, 2020 through April 30, 2021

Vice President Miller made a motion to approve Consent Agenda Items. The motion was seconded by Commissioner McMahon. The motion passed 4-0.

New Business

Approval of Disbursements as of February 12, 2020

Staff recommends approval of disbursements for the period beginning February 12, 2020 and ending March 10, 2020.

Commissioner Solon made a motion to approve the list of disbursements for the period beginning February 12, 2020 and ending March 10, 2020. The motion was seconded by Commissioner McMahon. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes; Vice President – yes; and President Hays – yes. The motion passed 4-0.

Approval to Apply for a Public Museum Grant

Mr. Bentz presented the report. A study was completed by the engineer to replace and enhance the failing air conditioner in the Virginia Theatre main auditorium, and the cost is estimated at \$1,125,780. Staff is recommending applying for a Public Museum Capital Grant in the amount of \$750,000. If the full grant is received, staff would recommended making all of the improvements in the study. The grant is due by end of April 2020. Discussion ensued about completing the project if the grant is not received.

Commissioner Solon made a motion to approve applying for a Public Museum Capital Grant in the amount of \$750,000 from the State of Illinois Department of Natural Resources in support of upgrading the Virginia Theatre auditorium air conditioning. The motion was seconded by Commissioner McMahon. The motion passed 4-0.

Approval of a Resolution to Apply for a Bike Path Grant

Mr. Weiss presented the report. The project is to construct a bridge connecting the Pipeline Trail to Porter Park. He stated that the request will be for \$150,000 toward a \$300,000 project. The design was completed by Sodemann and Associates. Discussion ensued about the ownership of the land for the project.

Vice President Miller made a motion to approve applying for a \$150,000 Bike Path grant and authorizing and executing the *rant Program Resolution of Authorization* due to IDNR by March 16, 2020. The motion was seconded by Commissioner Solon. The motion passed 4-0.

Approval to Enter into a Contract for FYE2020-2022 Auditing Services

Ms. Wallace presented the report. She reported that with all the grants the Park District has received, there are additional procedures required as part of that annual audit. Ms. Wallace stated that proposals were solicited from previous auditors. Staff recommends accepting the quote received for auditing services from Martin Hood LLC and authorizing the Executive Director to enter into the initial contract term of three (3) years (or FYE2020-2022) in the amount of \$93,290, with the option to extend for an additional three (3) years. Discussion ensued about the increased cost specific grant funding requirements.

Commissioner Solon made a motion to accept the quote for auditing services from Martin Hood LLC and authorize the Executive Director to enter into the initial contract term of three (3) years (or FYE2020-2022) in the amount of \$93,290, with the option to extend for an additional three (3) years. The motion was seconded by Commissioner McMahon. The motion passed 4-0.

Approval of an Agreement with Reifsteck Reid & Company Architects for Dodds 3-Plex Facility

Mr. DeLuce presented the report. He reported that Attorney Hall worked with Reifsteck Reid to finalize the agreement. Staff is recommending an agreement with Reifsteck Reid & Company Architects for the Dodds Park 3-Plex restroom/concession facility in the amount of \$18,300. Discussion ensued about the condition of the masonry screens and possible use of students for projects. Attorney Hall stated that the Prevailing Wage Act should be addressed as to the use of students for public works projects. Mr. DeLuce stated that staff will research the matter.

Commissioner McMahon made a motion to approve an agreement with Reifsteck Reid & Company Architects for the Dodds Park 3-Plex restroom/concession facility in the amount of \$18,300. The motion was seconded by Vice President Miller. The motion passed 4-0.

Old Business

None.

Discussion Items

FYE21 Capital Budget and the 2021-2026 Capital Improvement Plan

Mr. DeLuce reviewed the proposed capital projects discussed at the February 26, 2020 Special meeting. Discussion ensued and the staff responded to questions from the Board about various projects. There was Board consensus to move forward with the following projects: grading and seeking at Toalson Park; adding funds for re-lamping the Dodds 4-Plex lights; Martens Center and Human Kinetics Park improvements; replace wood timbers at Douglass Park; playground replacements for Clark, Spalding and Bristol Parks (playground at Spalding included in the grant and

playground at Bristol provided by the City of Champaign); adding cameras in parks; adding scoreboards at Zahnd and Dodds Parks; and roof replacements at Dodds Tennis Center, Rotary shelter, and Douglass concession stand.

Discussion ensued about other capital budget items. Mr. DeLuce reported that staff recommends continuing with the temporary walk way at the Dog Park, researching shelters, negotiating extension of the lease, and including funds for improvements in the capital for FYE22. Mr. DeLuce presented options for the Lindsay Tennis Center court improvements. It was the consensus of the Board to undertake overlaying the eight courts as one project. Discussion ensued about the tennis courts at Spalding Park. Mr. DeLuce discussed ideas for the tennis court area. It was consensus of the Board for staff to proceed with removing the tennis courts utilizing in-house staff when possible. Mr. Olson discussed the condition of Parkland Way. There was also discussion about a possible trade of Parkland Way for the landfill area. There was consensus to leave the funding in the capital budget for improvements to Parkland Way.

Mr. DeLuce reported that an OSLAD Grant is available and due in July 2020. He presented three project options: Prairie Farm development; Clark Park improvements; and a Kaufman Park shelter. Discussion ensued. Staff will work on plans for Prairie Farm and Kaufman Lake and determine which project would be more feasible.

Mr. Olson discussed the proposed funds for new flower staging area. There was a consensus to move forward with this project. Mr. DeLuce discussed the current conditions of outdoor basketball courts at Clark Park and in Centennial Park. Discussion ensued. There was consensus to construct a new basketball court in Centennial Park. Mr. Olson discussed the need for replacing the three filter basket lids and baskets at the Sholem Aquatic Center. There was consensus to move forward with the replacement. Mr. DeLuce reported that staff will provide mileage information and mechanical reports for vehicles recommended for replacement.

Discussion ensued outdoor lights for finish the soccer fields at Dodds Park. There was a consensus to not include this project in the FYE21 capital budget.

Mr. DeLuce stated that staff will update the capital budget and plan based on Board feedback, and present for approval at the April regular meeting.

Introduction of Students

Agiimaa Enkhbaatar, Erdenebayar Erdenetuya and Andrew Han, students from University of Illinois, introduced themselves.

Comments from Commissioners

Vice President Miller reported on attending the film debut by Special Recreation participants and stated that he had a good time.

Executive Session

Vice President Miller moved pursuant to the bases as set forth below to convene into Executive Session. The motion was seconded by Commissioner Solon. The motion passed 4-0. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; Commissioner McMahon – yes; Vice President – yes; and President Hays – yes. The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS Park 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)(11) to address litigation affecting or on behalf of the particular body that is pending, probable or imminent.

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 8:330 p.m.

Approved

Craig W. Hays, President

Cindy Harvey, Secretary