

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

July 8, 2020

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, July 8, 2020 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to published notice duly given. President Hays presided over the meeting. The three individuals identified below were physically present at the meeting with appropriate social distancing. Citizens were given the opportunity to participate in the teleconference at the web address:

<https://us02web.zoom.us/j/89438812005?pwd=bIVFTkVyKzVOcHk4bkhOS3hFK3N3dz09> or by calling 312-626-6799. Citizens were also offered the opportunity to submit comments or questions by email prior to the meeting. Those comments were to be announced by President Hays during the public comment portion of the meeting. Email submissions were solicited from the public through a notice of intent to speak or comment to be submitted by noon on Wednesday, July 8, 2020 to be sent to the Executive Director of the Park District at: joe.deluce@champaignparks.org. There were no email comments or questions submitted by citizens for consideration by the Board.

Present in person: President Craig W. Hays

Present electronically: Vice President Kevin J. Miller, Commissioners Barbara J. Kuhl, Jane L. Solon, Timothy P. McMahon, Attorney Guy C. Hall, and Treasurer Donna Lawson.

Staff present in person: Tammy Hoggatt, Director of HR, Risk and IT, and Jarrod Scheunemann, Assistant to the Executive Director.

Staff present electronically: Joseph DeLuce, Executive Director, Andrea Wallace, Director of Finance, Andrew Weiss, Director of Planning, Dan Olson, Director of Operations, Jimmy Gleason, Director of Revenue Facilities, Laura Auteberry, Development Director, and Steven Bentz, Director of the Virginia Theatre.

Jean Flood of the League of Women Voters, and Claire O'Brien of the Daily Illini were also electronically in attendance.

Call to Order

President Hays called the meeting to order at 7:01 p.m.

Mr. DeLuce virtually entered the meeting at 7:02 p.m.

Comments from the Public

There were no comments from the public.

Communications

President Hays acknowledged communications that had been sent to the Board members with the Board packet.

Treasurer's Report

Treasurer Lawson reviewed the Treasurer's Report for the month of June 2020 and reported it to be in appropriate order. Ms. Lawson stated that revenue was down \$3.2 million and expenses were down \$1.7 million due to the COVID-19 crisis. She noted that cash rose by \$457,000 due to receiving \$1.2 million in real estate taxes and an expected second installment of \$2.8 million dollars, which was \$1 million dollars in arrears when compared with June of 2018.

Vice President Miller made a motion to accept the Treasurer's Report for the month of June 2020. The motion was seconded by Commissioner McMahon. The motion passed 5-0. Upon roll call vote, the vote was as follows: Commissioner McMahon – yes, Vice President Miller – yes; Commissioner Solon – yes; Commissioner Kuhl – yes; and President Hays – yes.

Executive Director's Report

General Announcements

Mr. DeLuce gave the report. He disclosed the latest information about Park District management and operations response to the organizational impact of the COVID-19 crisis. He noted that day camps were going well with reduced numbers of participants. Mr. DeLuce shared that splash pads would open the following weekend. He also highlighted a partnership with the University of Illinois to use Washington Park as a COVID-19 testing site for students. Additionally, Mr. DeLuce reported on the number of part-time employees who were collecting unemployment (48), those who were collecting unemployment who have since returned to work for the Park District (18), the number of voluntary layoffs (2), the number of staff who had chosen to take FMLA (3), and the announcement of the FT-2 Dance Coordinator's resignation to return to school.

Committee and Liaison Reports

Champaign Parks Foundation

Vice President Miller reported that the Foundation Board did not have a meeting yet in July. He noted that the Foundation is working on how to host fundraising events if in-person opportunities are not available.

Report of Officers

Attorney's Report

Mr. Hall reported that his office had been in contact with DCEO to inquire about the status of the Rebuild Illinois Fast Track grant applications. He stated that 130 applications had been received for requests in excess of \$65 million for an available \$25 million. He noted other tasks under his purview, such as the Dog Park lease revisions, the review of a resolution to approve and accept modifications to the Open Meetings Act and the review of a Lost and Found policy.

President's Report

President Hays reminded Board members that they would need to deliberate on and pass the budget at the July 22nd Special Meeting. He requested their attention to the budget report's details and that they send their questions to Ms. Wallace as soon as possible.

Commissioner Kuhl requested clarification on the Dog Park negotiations reference by Attorney Hall. Mr. DeLuce responded that he and Attorney Hall were working on extending the lease to 50 years, which would allow for the inclusion of permanent amenities.

New Business

Approval of Disbursements as of June 10, 2020

Staff recommended approval of the list of disbursements for the period beginning June 10, 2020 and ending July 7, 2020.

Commissioner McMahon made a motion to approve the list of disbursements for the period beginning June 10, 2020 and ending July 7, 2020. The motion was seconded by Vice President Miller. Upon roll call vote, the vote was as follows: Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Miller – yes; Commissioner McMahon – yes, and President Hays. The motion

passed 5-0.

Approval of Bid for Path Extension at Zahnd Park to Connect Existing Paths

Mr. Weiss presented the report. He stated bid opening for this project was held on July 2nd and recommended awarding the construction contract to A and R Mechanical Services in the amount of \$49,074.93 and to authorize the Executive Director to enter into the contract.

Commissioner Solon requested more information about connecting paths highlighted in the corresponding map. Mr. Weiss explained that the path in question led to a concrete spectator area at the 50-yard line of the Zahnd Park football field.

Commissioner McMahon requested the projected completion date. Mr. Weiss responded that the project was scheduled to be completed by the end of August.

Commissioner Solon made a motion to approve the bid for the path extension at Zahnd Park. The motion was seconded by Commissioner McMahon. Upon roll call vote, the vote was as follows: Commissioner McMahon – yes, Vice President Miller – yes; Commissioner Solon – yes; Commissioner Kuhl – yes; and President Hays - yes. The motion passed 5-0.

Old Business

Approval of Bids for Bicentennial Center CUSR Renovation

Mr. DeLuce provided the report. He noted that the deadline for approving the current bids was July 27th. Mr. DeLuce reported that he had a discussion with Mr. Weiss and Jim Lopez from Broenen Russo about sending letters to the bidders to request a 30-day extension. Discussion ensued. Commissioner Kuhl stated that if the lowest responsible bidders do not agree to the extension, the Park District would still be under budget with the acceptance of bids from the second lowest responsible bidders. She recommended waiting until the next Board meeting to approve and if necessary to ask for an extension from the bidders. Commissioners Solon and McMahon concurred. Vice President Miller requested more information on the status of the grant awards. Attorney Hall reiterated that the Illinois Department of Commerce and Economic Opportunity (DCEO) had paused the acceptance of applications after receiving 130 inquiries. Commissioner Hays stated that the Board should consider tabling the approval.

Mr. DeLuce recommended the Board table the approval of the bids for the renovation of the Bicentennial Center due to delays in grant award notification from DCEO until the July 22nd Special Board Meeting.

Commissioner Kuhl made a motion to table the approval of the bids for the Bicentennial Center renovation. Commissioner Solon seconded the motion. Upon roll call, the vote was as follows: Vice President Miller – yes; Commissioner Solon – yes; Commissioner McMahon – yes; Commissioner Kuhl – yes; and President Hays – yes. The motion passed 5-0.

Approval of a Subrecipient Agreement between the City of Champaign and the Park District for the Community Matters Program

Mr. DeLuce gave the report. He stated that the Community Matters program had been an ongoing partnership with the City of Champaign's Neighborhood Services since 2007. He commented that the City has requested the Park Board to approve the contract. He stated the City will finalize the agreement at the Council meeting on August 4th.

Commissioner Kuhl made a motion to approve the subrecipient agreement between the City of Champaign and the Park District for the Community Matters Program. Commissioner Solon

seconded the motion. There was then a roll call vote with the Commissioners voting as follows: Vice President Miller – yes; Commissioner Solon – yes; Commissioner McMahon – yes; Commissioner Kuhl – yes; and President Hays – yes. The motion passed 5-0.

Discussion Items

FY21 Annual Operating Budget

President Hays requested that all Park Board Members email their budget questions to staff. He noted the importance of reviewing the appendix before posing questions. Discussion ensued. Commissioner Kuhl asked for clarification on the type of feedback needed. President Hays responded that the financial review was their priority, but structural revisions such as grammatical or syntax errors would be important as well.

Commissioner McMahon requested a breakdown of the reported revenue losses and whether projected cuts to expenses would balance the budget. Discussion ensued. President Hays responded that the Park District would not balance the budget due to its mission, however, as the summer season continued, more gains from cuts to expenses would be realized. Ms. Lawson responded that she was working with staff to provide clarity on the situation during these challenging times.

President Hays commented that the Commissioners were pressed for time and would need to have all of their questions in and answered by the next meeting. He stated that there will need to be adjustments during the fiscal year and that Board is limited regarding such transfers.

Dodds 3-Plex Restroom

Mr. DeLuce gave the report. He recounted the history of the project. He stated the Board had approved the renovation of the restrooms and concessions building for a total of \$117,000 in the capital budget. Mr. DeLuce noted that the architects had finished their preliminary cost estimates and what they presented was over budget at \$193,000. He reported that staff had asked the architects to review their plans to reduce the total of their cost estimates. He noted that staff had deliberated about ending the project due to price and the architect has been working on reducing the overall cost to realign with the original budget. Revisions reduced the total project cost to \$132,000. Mr. DeLuce requested direction and feedback. Discussion ensued.

Commissioner Solon requested more background information on why the Park District was moving forward with this project. Mr. DeLuce responded that there were a number of issues with the building related to ADA compliance, safety, and that the building was generally in poor condition. Mr. McMahon asked if ADA funds could be used to help pay for expenses. Mr. DeLuce responded that some of the expenses could be covered with ADA funds. Commissioner Solon requested clarification on the age of the structure. Mr. DeLuce responded that the building was constructed in the 70's. Mr. Hall noted that the American's with Disabilities Act was enacted in 1990.

Vice President Miller asked if staff had considered a precast or readymade structure to replace the building. Mr. Weiss responded that staff had previously presented three options to the Board: refurbishment, precast, or new. He added that refurbishment was the option that was within budget. Mr. DeLuce noted the Board could consider only completing cosmetic upgrades. Commissioner McMahon commented that the Board may still need to consider the ADA concerns. President Hays requested more information on the use of the complex to determine if the construction was justified. Mr. DeLuce responded that due to the COVID-19 crisis, recent use had been minimal. However, requests had been increasing and bids for tournaments had been submitted. Commissioner Kuhl noted Rantoul building a new complex.

Mr. Weiss commented that it would be valuable to receive a cost opinion within budget from the architect. Commissioner Kuhl responded that she was concerned with the trend of project costs coming in over budget including the Dodds 3-Plex. Mr. Weiss responded that staff would work with the architect to reduce the overall cost. Further discussion ensued.

Commissioner Kuhl requested the staff review and provide recommendations at the next meeting for the Board to consider. Vice President Miller requested a map of the location that would include the site work.

Comments from Commissioners

Commissioner Kuhl shared that she had visited the newly refinished tennis courts at Morrissey Park and noted their quality and use. She also reported about groundskeeping matters and added that the flower beds looked nice and she appreciated staff's efforts.

Vice President Miller noted that the playgrounds and courts were busy again now that they had been reopened in Phase 4 of the Governor's Rebuild Illinois COVID-19 response plan.

Commissioner Solon concurred. She also highlighted maintenance issues at Trevett Finch Park.

President Hays noted improvements in park maintenance. He requested the Commissioners visit the parks, take notes, and provide them to Mr. Olson. Commissioner Kuhl noted the overflow of garbage at Hessel Park after the 4th of July. Mr. Olson responded that fireworks debris and litter had been excessive this year due to the lack of public fireworks.

Commissioner Kuhl asked about the people without housing gatherings at West Side Park. Mr. DeLuce responded that staff were working with CU at Home and other partners on this issue. He highlighted a number of other current issues that staff had been involved in at the park. Commissioner Kuhl shared her concerns about staff risks. Ms. Hoggatt responded that each situation had been assessed and that staff notify the police when necessary. President Hays commented that the police had been asked to increase night patrols at certain parks.

Adjourn

There being no further business to come before the Board, Commissioner McMahon made a motion to adjourn. Vice President Miller seconded the motion. There was then a roll call vote with the Commissioners voting as follows: Commissioner Solon – yes; Commissioner Kuhl – yes; Vice President Miller – yes; Commissioner McMahon – yes; and President Hays – yes. The motion passed 5-0. The meeting adjourned at 8:08 p.m.

Approved

Craig W. Hays, President

Guy C. Hall, Secretary