

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

September 9, 2020

The Champaign Park District Board of Commissioners held a Regular Board Meeting on Wednesday, September 9, 2020 at 7:00 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and online due to President Hays' determination that an in-person meeting or a meeting conducted pursuant to the Open Meetings Act was not practical or prudent because of the COVID-19 disaster. The Regular Board Meeting occurred pursuant to published notice duly given. President Hays presided over the meeting. The five 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, September 9, 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, Joseph DeLuce, Executive Director, and Attorney Guy C. Hall.

Present electronically: Vice President Kevin J. Miller, Commissioners Barbara J. Kuhl, Jane L. Solon, Timothy P. McMahon, 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: Andrea Wallace, Director of Finance, Andrew Weiss, Director of Planning, Jimmy Gleason, Director of Revenue Facilities, and Steven Bentz, Director of the Virginia Theatre.

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

None.

Treasurer's Report

Treasurer Lawson gave the report. Ms. Lawson reviewed the Treasurer's Report for the month of August 2020 and noted that the Park District had received its third installment of real estate taxes, but payments were behind when compared to previous years. She stated the Park District's finances had been reviewed and were found to be in appropriate order.

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

Executive Director's Report

General Announcements

Mr. DeLuce reported that staff were working on upgrading cameras and surveillance at the Park District parks and facilities. He asked Ms. Hoggatt to provide a report. She stated that a number of cameras had been installed throughout the Park District. She noted that a majority of the installation work had been completed by the Tech and Operations teams. There are plans to add more cameras at certain locations. Discussion ensued.

Mr. DeLuce requested clarification on where wireless internet networks had been installed in the Park District's parks. Ms. Hoggatt responded that Wi-Fi was now available at the Dog Park, Dodds Park, Zahnd Park, Hessel Park, and West Side Park. Discussion ensued.

President Hays inquired if signage had been installed to raise park visitor awareness of the new Wi-Fi features. Ms. Hoggatt verified that signage had been installed.

Commissioner Kuhl requested more information on the Park District's policies related to cameras and surveillance. Ms. Hoggatt provided further information.

Committee and Liaison Reports

Champaign Parks Foundation

Vice President Miller reported that the Foundation's September 14, 2020 meeting had not occurred. He stated there were no new updates to report.

Report of Officers

Attorney's Report

Attorney Hall reported on the legal counsel that he had provided related to various contracts, agreements, policy revisions, the sale of property, and FOIA requests. Discussion ensued.

Commissioner Solon inquired about the subject matter of recent FOIA requests. Attorney Hall responded that one request had been received from IBEW 601 related to prevailing wage for the sound project at the Virginia Theatre. He stated that an additional request had been received related to the Park District's plans and activities involving Canadian Geese.

President Hays requested clarification on the status of a request from the County Clerk to install secure voting ballot drop boxes at Park District locations. Attorney Hall responded that Public Act 101-642 contained a provision to allow for voting by secure ballot drop boxes. He reported the County Clerk has developed a preliminary agreement with the City of Champaign for secure ballot drop boxes and those two parties were investigating potential site locations. The Park District may coordinate a separate agreement with the County Clerk.

President's Report

President Hays provided an update on the Martens Center. He reported on the potential timeline for development construction, bid documents, bids, groundbreaking, and the start of construction in June of 2021.

Commissioner Kuhl temporarily lost internet connection at 7:17 p.m.

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 regarding any item, that item shall be removed and discussed separately.

1. Approval of Minutes of the Regular Board Meeting, August 12, 2020
2. Approval of the Minutes of the Special Board Meeting, August 24, 2020

3. Approval of Minutes of the Special Board Meeting, August 26, 2020

Commissioner Solon made a motion to approve the Consent Agenda. The motion was seconded by Vice President Miller. Upon roll call vote, the vote was as follows: Commissioner McMahon – yes; Commissioner Solon – yes; President Hays – yes; and Vice President Miller – yes. The motion passed 4-0.

New Business

1. Approval of Disbursements as of August 12, 2020

Staff recommended approval of the list of disbursements for the period beginning August 12, 2020 and ending September 9, 2020.

Vice President Miller made a motion to approve the list of disbursements for the period beginning August 12, 2020 and ending September 9, 2020. The motion was seconded by Commissioner Solon. Upon roll call vote, the vote was as follows: Commissioner Solon – yes; President Hays – yes; Vice President Miller – yes; and Commissioner McMahon – yes. The motion passed 4-0.

Commissioner Kuhl returned to Board meeting via internet at 7:21 p.m.

2. Approval of a Resolution Initiating the 2020 General Obligation Bond Issue

Ms. Wallace presented the report. She stated that staff recommended the approval of a resolution stating the Park District's need and intent to issue \$1,195,800 of General Obligation Bonds for FYE2021.

Commissioner Solon made a motion to approve a resolution stating the Park District's need and intent to issue \$1,195,800 of General Obligation Bonds for FYE2021. The motion was seconded by Commissioner McMahon. Upon roll call vote, the vote was as follows: Commissioner McMahon – yes; President Hays – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; and Vice President Miller – yes. The motion passed 5-0.

3. Approval of a Resolution Setting a Public Hearing on Proposed Bond Issue

Vice President Miller made a motion to approve a resolution to set a Public Hearing for Wednesday, October 14, 2019 at 7:00 p.m. at the Bresnan Meeting Center (which can be heard and participated in live by the public utilizing Zoom call in information that will be posted on the Champaign Park District's website) to address and discuss the intent to issue and sell \$1,195,800 of General Obligation Bonds for the purpose of providing funds for capital improvements and pay debt service on alternate bonds. Commissioner Kuhl seconded the motion. Upon roll call vote, the vote was as follows: Commissioner Kuhl – yes; President Hays – yes; Commissioner Solon – yes; Vice President Miller – yes; and Commissioner McMahon – yes. The motion passed 5-0.

4. Approval of Agreement for Professional Services for Virginia Theatre HVAC Project

Mr. Bentz presented the report. He noted that in March of 2020 the Park District had contracted with GHR Engineers and Associates, Inc. to assess the Virginia Theatre's HVAC system. Mr. Bentz reported that staff had submitted an Illinois Department of Natural Resources (IDNR) Public Museum Capital grant application in May of 2020 for \$750,000 toward the replacement of the HVAC system at the Virginia Theatre pursuant to the study's recommendations. He stated that the closure of the Virginia Theatre for the duration of FY20 had created a unique opportunity to move forward with the architectural and engineering work despite not receiving notification of award from IDNR. Mr. Bentz noted that IDNR staff had been contacted and that architectural and engineering fees would still be considered reimbursable if the Park District moved forward with services prior to

an award notification. Discussion ensued.

Attorney Hall noted that contract amendments with GHR were still in process. He stated that the Board could approve the agreement provided that subsequent changes to the agreement were subject to approval of President Hays, Mr. DeLuce, and legal counsel. Discussion ensued.

President Hays requested clarification on the scope of the project.

Mr. DeLuce responded that the IDNR grant application for \$750,000 would cover the cost of the HVAC system upgrade. GHR's study also recommended several life safety upgrades, as well as updates to the cat walk. He noted that staff had asked GHR to complete 50% of the necessary drawings for the project in this agreement in anticipation that the final 50% would be developed upon an IDNR grant award notification. Discussion ensued.

Vice President Miller requested more information about contingency plans if the Park District does not receive the IDNR grant. Discussion ensued.

Mr. DeLuce responded that the Park District will need to finish or start over on the architectural and engineering plans if the grant is not received. He recommended completing the project in its entirety due to its high priority and need. Discussion ensued.

Commissioner Solon requested more information on the anticipated annual maintenance expenses for the new HVAC system. Discussion ensued. Mr. DeLuce responded that the new system should realize cost savings due to increased efficiency. He also stated staff would report on the expected annual maintenance expenses.

Vice President Miller made a motion to approve the agreement for \$71,879 with GHR Engineers and Associates, Inc. for professional services related to the Virginia Theatre HVAC project subject to subsequently satisfactorily approved amendments by the Board President, Executive Director, and legal counsel. The motion was seconded by Commissioner Solon. Upon roll call, the votes were as follows: Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Miller – yes; Commissioner McMahon – yes; and President Hays – yes. The motion passed 5-0.

5. Approval of Agreement for Camera Wiring at the Virginia Theatre

Ms. Hoggatt presented the report. She reported that the Board had previously approved the rewiring of the network at the Virginia Theatre at the July 22, 2020 Special Board Meeting. Ms. Hoggatt noted that Consolidated Communications also quoted the installation of wiring for cameras, which would save the Park District money if completed concurrently with the network wiring project. She reported that the funds to complete the project are available in the Risk Management Capital Fund.

Commissioner Kuhl made a motion to approve board approve the addition of a security camera system at the Virginia Theatre for a cost up to \$16,199.61. The motion was seconded by Vice President Miller. Upon roll call vote, the vote was as follows: Vice President Miller – yes; Commissioner Solon – yes; Commissioner Kuhl – yes; President Hays – yes; and Commissioner McMahon – yes. The motion passed 5-0.

Old Business

1. Approval of Agreement Between MSA Professional Services and the Park District for Spalding Park OSLAD Improvements

Mr. Weiss presented the report. He reported that the Board had previously chosen to table this agreement at the 8/26/20 Special Board Meeting. Mr. Weiss noted that the Park District had received an OSLAD grant from IDNR to cover a variety of recreation amenities upgrades in

Spalding Park. Discussion ensued.

Mr. DeLuce commented that the enhanced pathway and lights portion of this project originally was in the intergovernmental agreement with the school district. However, it elected not to undertake the improvements and these upgrades are now included in the OSLAD award.

Attorney Hall noted that he and staff had worked with MSA to revise the current agreement and also develop an amendment.

Vice President Miller made a motion to approve the agreement with MSA for professional services totaling \$25,600 for the Spalding Park OSLAD project. Commissioner Solon seconded the motion. Upon roll call, the vote was as follows: Commissioner McMahon – yes; President Hays– yes; Commissioner Solon – yes; Vice President Miller – yes; and Commissioner Kuhl – yes. The motion passed 5-0.

Comments from Commissioners

None.

Adjourn

There being no further business to come before the Board, Commissioner Kuhl made a motion to adjourn the meeting. The motion was seconded by Vice President Miller. Upon roll call vote, the vote was as follows: Commissioner McMahon – yes; Commissioner Solon – yes; Commissioner Kuhl – yes; Vice President Miller – yes; and President Hays – yes. The motion passed 5-0 and the meeting was adjourned at 7:51 p.m.

Approved

Craig W. Hays, President

Guy C. Hall, Secretary