

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

May 26, 2021

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, May 26, 2021 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, and online due to President Miller's 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 Special Board Meeting occurred pursuant to published notice duly given. President Miller presided over the meeting. The seven 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 Miller 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, May 26, 2021 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: Vice President Craig W. Hays, Commissioners Barbara J. Kuhl and Jane L. Solon, Attorney Guy C. Hall, Joseph DeLuce, Executive Director, and Jarrod Scheunemann, Assistant to the Executive Director / Secretary.

Present electronically: Vice President Kevin J. Miller, Commissioner Timothy P. McMahon, and Treasurer Brenda Timmons.

Staff present electronically: Andrea Wallace, Director of Finance, Andrew Weiss, Director of Planning, Dan Olson, Director of Operations, Jimmy Gleason, Director of Revenue Facilities, Steven Bentz, Director of the Virginia Theatre, and Bret Johnson, Assistant Director of Operations.

Jean Flood of the League of Women's Voters was also electronically in attendance.

Call to Order

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

Comments from the Public

None.

New Business

1. Approval of Bids for Tuckpointing and Emergency Exit Replacement at the Virginia Theatre
Mr. Johnson presented the report. He explained the location of and reasons for tuckpointing and emergency exit repairs. Mr. Johnson summarized staff's recommendation to decline alternate #1, which would subtract the allowed coating system for a standard coating system for the emergency exit. He also shared that only one bid was received for this project despite strong attendance at the pre-bid meeting.

Commissioner Solon made a motion to approve awarding the bid to the sole bidder that meets all required specifications, Grunloh Construction, Effingham, IL, for the base bid amount, of \$149,000, to reject the alternate bid, and authorize the Executive Director to enter into the contract. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows:

Commissioner McMahon – yes; Vice President Hays – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; and President Miller – yes. The motion passed 5-0.

2. Approval of Bids for the Renovation of Lindsay Tennis Courts

Mr. Olson reported that the renovation of the Lindsay Tennis Courts would include the replacement of the subbase material and asphalt surface, which is standard practice when a tennis court reaches the end of its twenty-five (25) year life expectancy. He noted that two bids were received from paving companies listed subcontractors for the final surfacing of the eight (8) courts. Mr. Olson added that the project bids exceeded the allocation in the capital budget by \$75,819 and the overage would be accounted for with bond proceeds if approved by the Board. Ms. Wallace highlighted requirements to spend the annual accumulation of bond funds by the end of November, 2021. Discussion ensued.

Commissioner Solon asked for more information about the project timeline and its impact on local tennis programs and tournaments. Mr. DeLuce responded that staff were working to shift impacted programs and rentals to other Park District facilities.

Commissioner Kuhl requested clarification about the bid specifications related to gate upgrades. Mr. Olson verified that the project included upgrades to four gates that are located within the tennis complex's interior. Discussion ensued.

Commissioner McMahon made a motion to approve accepting the low, responsible bid and authorize the Executive Director to enter into a contract with Open Road Paving for a total of \$546,819.24. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner Solon – yes; and President Miller – yes; and Commissioner McMahon -yes. The motion passed 5-0.

3. Approval of Bid for Resurfacing Pickleball Courts at Hessel Park

Mr. Olson presented an overview of the project, highlighting the pickleball court locations on a map of the Hessel Park tennis courts. He stated that the project would modify the existing stand-alone pickleball court into two stand-alone pickleball courts including a fence to separate the two courts. Mr. Olson added that lines would be painted for two additional stand-alone pickleball courts and that the local pickleball players would supply portable pickleball nets to temporarily convert these tennis courts into two additional stand-alone pickleball courts when needed.

Discussion and clarifications ensued about the district-wide tennis court construction schedule and redirecting play, programming, and rentals during construction.

Commissioner McMahon made a motion to approve accepting the low, responsible bid and authorize the Executive Director to enter into a contract with All Weather Courts for a total of \$27,837. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Vice President Hays – yes; Commissioner Solon – yes; Commissioner Kuhl – yes; President Miller – yes; and Commissioner McMahon - yes. The motion passed 5-0.

4. Approval of Change Order No 2 for the Martens Center Construction

Mr. DeLuce presented the report. He stated that the Board and staff are working with Ratio, Broeren Russo, Duce Construction, and Midwest Engineering and Testing, Inc. (MET) on continued unsuitable soil conditions at the Martens Center construction site. Mr. DeLuce expressed Board and staff concerns about the lack of communication from the general contractor and the need to adhere to the Park District's contractual change order requirements. Discussion ensued.

Commissioners Hays and Solon requested more information from the architect, general contractor, and MET. Mr. DeLuce stated that staff would schedule a follow up meeting. Discussion ensued.

Commissioner Kuhl requested clarification about Ratio and Broeren Russo's reporting process, schedule for on-site meetings, and review of work. Mr. Weiss responded that Broeren Russo provides weekly reports and that Ratio and MET are frequently on-location. Discussion ensued.

Commissioner Kuhl requested a letter be sent to the general contractor addressing the Board's concerns. Vice President Hays addressed the need for Broeren Russo's acknowledgement of the terms in writing. Discussion ensued.

Vice President Hays made a motion to table the approval of Change Order No 2 for the Martens Center Construction. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; Commissioner Solon – yes; President Miller – yes; Commissioner McMahon – yes; and Vice President Hays - yes. The motion passed 5-0.

5. Approval of an Agreement with Nyhart for Actuarial Valuation Services for FY21-FY22

Ms. Wallace presented the report. She stated that offering health insurance to retirees and their spouses at cost is a requirement of participating in IMRF. Ms. Wallace noted that the Park District is required to conduct a complete valuation in year one and a partial evaluation in year two of the agreement.

Commissioner Kuhl requested more information on the requirements and obligations of the Park District. Discussion ensued.

Vice President Hays made a motion to approve authorizing the Executive Director to execute the Service Agreement with The Howard E Nyhart Company for actuarial services for the two fiscal years ending April 30, 2021 and 2022. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner McMahon – yes; President Miller – yes; Commissioner Kuhl – yes; Vice President Hays – yes; and Commissioner Solon - yes. The motion passed 5-0.

Discussion

1. New Policy – Telecommuting Policy and Procedure

Mr. Scheunemann presented the report. He requested feedback and direction from the Board related to the Telecommuting Policy and Procedure it had previously discussed at the January 27, 2021 Special Board Meeting.

Commissioner Kuhl asked Mr. DeLuce for his assessment of remote work during the pandemic. Mr. DeLuce responded that staff had risen to the challenge, but in-person interactions have distinct advantages.

President Miller requested updates related to staff's internet connectivity at home and clarification on staff's associated expenses. Discussion ensued.

The Board agreed to review the policy and procedure and provide additional comments if necessary.

Comments from Commissioners

Commissioner Solon requested correct updated photos be sent to the news media, and she was happy to see the Sholem Aquatic Center would be opening soon.

Vice President Hays anticipates increased park usage this summer and encourages staff to prepare for the extra trash and litter. He also mentioned a request he had received for mile markers at Porter Park.

President Miller thanked the Board and staff for a successful Martens Center Ground Breaking Ceremony.

Adjourn

There being no further business to come before the Board, Vice President Hays made a motion to adjourn the meeting. The motion was seconded by Commissioner McMahon. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner McMahon – yes; and President Miller – yes. The motion passed 5-0 and the meeting was adjourned at 6:34 p.m.

Approved

Kevin J. Miller, President

Jarrod Scheunemann, Secretary