

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

**June 9, 2021**

The Champaign Park District Board of Commissioners held the Regular Board Meeting on Wednesday, June 9, 2021 at 7:00 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 Regular Board Meeting occurred pursuant to published notice duly given. President Miller presided over the meeting. The eleven 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, June 9, 2021 to be sent to the Executive Director of the Park District at: [joe.deluce@champaignparks.org](mailto:joe.deluce@champaignparks.org). There were no email comments or questions submitted by citizens for consideration by the Board.

Present in person: President Kevin J. Miller, Vice President Craig W. Hays, Commissioners Barbara J. Kuhl and Jane L. Solon, Attorney Guy C. Hall, Treasurer Brenda Timmons, Joseph C. DeLuce, Executive Director, and Jarrod Scheunemann, Secretary and Assistant to the Executive Director

Present electronically: Commissioner Timothy P. McMahon.

Staff present in person: Andrea Wallace, Director of Finance, Andrew Weiss, Director of Planning, and Jimmy Gleason, Director of Revenue Facilities

Staff present electronically: Steven Bentz, Director of the Virginia Theatre and Tammy Hoggatt, Director of HR, Risk and IT

**Call to Order**

President Miller called the meeting to order at 7:00 p.m.

**Comments from the Public**

None.

**Communications**

None.

**Treasurer's Report**

Ms. Timmons presented the Treasurer's Report for the month of May 2021. She reported that \$2.5 million dollars in real estate taxes had been distributed to the Park District from the County Clerk. Ms. Timmons noted that this distribution was \$1.2 million dollars more than what was received last year at the same date. She added that the Park District had also received \$100,000 in personal property replacement taxes from the State.

Commissioner Hays made a motion to accept the Treasurer's Report for the month of May 2021. The motion was seconded by Commissioner Kuhl. Upon roll call, the vote was as follows: Vice President Hays – yes; President Miller – yes; Commissioner McMahon – yes; Commissioner Kuhl – yes; and Commissioner Solon – yes. The motion passed 5-0.

## **Executive Director's Report**

### General Announcements

Mr. DeLuce highlighted a recent grant award from the Illinois Transportation Enhancement Program (ITEP) for \$34,000 to extend the North Champaign Trail. He also called attention to the recent installation of the walls of the Martens Center.

## **Committee and Liaison Reports**

### Champaign Parks Foundation

President Miller reported that Jackson Aaberg had resigned from the Parks Foundation.

## **Report of Officers**

### Attorney's Report

Mr. Hall reported about his firm's review of several Board policies. Additionally, Mr. Hall updated the Board on the status of an Intergovernmental Agreement (IGA) with Unit 4 School District for the renovation of the Spalding Park tennis courts and his assessment of various aspects of the agreement.

### President's Report

President Miller had no comments to share at this time.

## **Consent Agenda**

President Miller 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 Annual and Regular Board Meetings, May 12, 2021.
2. Approval of Minutes of the Special Board Meeting, May 26, 2021.
3. Approval of ESS Agreement for Janitorial Services at Dodds Tennis Center

Commissioner Solon made a motion to approve the Consent Agenda. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: President Miller – yes; Commissioner McMahon – yes; Commissioner Kuhl – yes; Vice President Hays – yes; and Commissioner Solon – yes. The motion passed 5-0.

## **New Business**

### Approval of Disbursements

President Miller stated that the Commissioners had received and reviewed the list of disbursements.

Commissioner Solon requested more information on a drainage expense. Ms. Wallace responded that staff would review the report and provide an answer in the near future.

Commissioner Kuhl made a motion to approve the list of disbursements for the period beginning May 12, 2021 and ending June 9, 2021. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: Commissioner McMahon – yes; President Hays – yes; Commissioner Solon – yes; Commissioner Kuhl – yes; and President Miller – yes. The motion passed 5-0.

### Approval of an Agreement with the Central Illinois Youth Football League (CIYFL)

Staff recommended the approval of a three-year agreement with CIYFL to coordinate the youth football league.

Commissioner Kuhl made a motion to approve a three-year agreement with CIYFL to coordinate the youth football league. The motion was seconded by Commissioner Solon. 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.

Evaluation of Proposal by City of Champaign Regarding Sidewalk Adjacent to the Martens Center (Action)

Mr. DeLuce reported that the City requires the installation of a five-foot sidewalk at the Martens Center / HK Park location due to replating. He noted that the City had previously deferred this decision for five years. Mr. DeLuce added that after discussing the Board's concerns with City staff, the City would be willing to contribute \$15,000 toward the total construction cost, estimated at \$34,778. Discussion ensued.

Commissioner Solon requested clarification about the Park District's inquiries to the City and the County related to distributions from the American Rescue Plan. Mr. DeLuce responded that staff had appealed to the City and the County for a \$100,000 distribution from the American Rescue Plan funds.

Vice President Hays requested staff negotiate to have all fees and expenses removed relating to future replats.

Commissioner Kuhl made a motion to approve the five-foot sidewalk renovation at the Martens Center subject to pending negotiations with the City to request it pay half of the estimated total of \$34,778. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: President Miller – yes; Vice President Hays – yes; Commissioner Solon – yes; Commissioner Kuhl – yes; and Commissioner McMahon – yes. The motion passed 5-0.

**Old Business**

Approval of Resolution Ratifying Change Order No 2 for the Martens Center Construction

Mr. DeLuce presented the report. He reported that staff had met with Ratio Architects and Broeren Russo to address issues with Change Order No 2 and to request cost sharing between the organizations for associated expenses. Discussion ensued.

Commissioner Solon requested the final cost before proceeding with approval of Change Order No 2. Discussion ensued.

Vice President Hays expressed his concerns about the manner in which the change order was handled and adherence to the construction agreement.

Commissioner Solon requested clarification on MET's soil testing process and the inclusion of unsuitable soil remediation in the construction agreement. Discussion ensued.

Commissioners Kuhl and Solon requested more information about the pay application process and whether the architect receives payment when change orders are approved. Mr. Weiss reviewed the pay application process and added that the architect does not receive additional payments when change orders are issued.

Commissioner Solon made a motion to table the resolution to ratify Change Order 2 to the Broeren Russo construction contract for the Martens Center until the full cost assessment is received. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner Solon – yes; and President Miller – yes. The motion passed 5-0.

**Discussion Items**

1. Strategic Plan – 4th Quarter Updates

Mr. DeLuce reported that staff had provided progress reports for each Department's goals. There were no questions or comments from the Board about the Strategic Plan updates.

**Comments from Commissioners**

Commissioner Solon noted observing busy parks and programs. She also requested a minimum of eight (8) weeks to review the budget in future years.

Vice President Hays highlighted the walk the river program at Sholem Aquatic Center and the flower islands program. Discussion ensued.

Vice President Hays and Commissioner Kuhl also discussed the need to address litter and garbage pick up within the parks. Discussion ensued.

President Miller asked about attendance numbers at the Sholem Aquatics Center. Mr. Gleason responded that attendance had been low due to the weather during the first week, however, the pool nearly reached capacity the previous Saturday and Sunday.

President Miller also thanked staff for promptly cleaning up graffiti at Glenn Park.

**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 Solon. Upon roll call, the vote was as follows: Commissioner Kuhl – yes; President Miller – yes; Vice President Hays – yes; Commissioner McMahon – yes; and Commissioner Solon – yes. The motion passed 5-0. The Annual Meeting was adjourned at 7:46 p.m.

Approved:

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Kevin J. Miller, President

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Jarrod Scheunemann, Secretary