

**CHAMPAIGN PARK DISTRICT
MINUTES OF THE SPECIAL BOARD MEETING
BOARD OF PARK COMMISSIONERS
September 28, 2022**

The Champaign Park District Board of Commissioners held a Special Board Meeting on Wednesday, September 28, 2022 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 thirteen 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, September 28, 2022 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 Kevin J. Miller, Vice President Craig W. Hays, Commissioners Barbara J. Kuhl, Jane L. Solon, and Timothy P. McMahon, Attorney Guy C. Hall, Joseph C. DeLuce, Executive Director, and Jarrod Scheunemann, Secretary and Director of Administrative Services.

Present electronically: Treasurer Brenda Timmons.

Staff present in person: Andrea Wallace, Director of Finance, Andrew Weiss, Director of Planning, Dan Olson, Director of Operations, Heather Miller, Director of Human Resources, and Steven Bentz, Director of the Virginia Theatre.

Toni Delporte, Kathy Shannon, Jean Flood from the League of Women's Voters, and Chuck Balling from GovHR USA also electronically attended the meeting.

Call to Order

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

Comments from the Public

None.

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.

Approval of Minutes of the Special Board Meeting, August 10, 2022

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

New Business

1. Approval of a Resolution Appointing Tina Davis to the Board of Directors of the Champaign Parks Foundation for the Remainder of a for the remainder of a three-year term expiring May 2025.

Vice President Hays made a motion to approve appointing Tina Davis to the Champaign Parks Foundation Board of Directors, for the remainder of a two-year term expiring May 2025. The motion was seconded by Commissioner Solon. Upon roll call, the vote was as follows: President Miller – yes; Commissioner Kuhl – yes; Vice President Hays – yes; Commissioner Solon – yes; and Commissioner McMahon – yes. The motion passed 5-0.

2. Approval of Temporary Construction Easement for Ameren Illinois at Garden Hills Park
Mr. Weiss reported that Ameren Illinois has requested an easement at Garden Hills Park to stage and assemble gas piping that will be installed underneath the adjacent I-74 right of way.

Discussion and clarifications ensued about protective measures for the park's trees and ensuring the trees are replaced if damaged, the project's timeline, insurance and indemnification, providing notification to the residents and school, and Ameren's coverage of the Park District's legal fees to prepare the easement.

Commissioner Solon made a motion to approve a temporary easement for Ameren Illinois at Garden Hills Park pending review by the Park District's legal counsel. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner Solon – yes; Commissioner Kuhl – yes; President Hays – yes; Commissioner McMahon; and President Miller – yes. The motion passed 5-0.

Old Business

1. Approval of Acceptance of Interim GASB 75 Actuarial Valuation Report for FYE2022 Ending April 30, 2022

The report was presented by Ms. Wallace. She stated that this report is a second-year update. Notable items included an increase in the discount rate due to the increased number of retirees, a decrease in liability by \$65,000, and an increase to the annual contribution.

Commissioner Solon made a motion to approve accepting the interim GASB 75 actuarial valuation report for FYE2022 ending April 30, 2022. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner McMahon – yes; Commissioner Kuhl – yes; Commissioner Solon – yes; Vice President Hays – yes; and President Miller – yes. The motion passed 5-0.

Discussion

1. FY23 Operating Budget – Virginia Theatre

Mr. Bentz reported that the Virginia Theatre is open for a variety of performances and films for over 200 evenings every year with an annual attendance between 35,000 and 65,000 patrons. The Virginia Theatre primarily serves rentals and has variable revenue. The Theatre services are backed by a strong core of volunteers (150), full time staff (5), part-time staff (7), and union stagehands (45 members). Local programming includes dance, ballet, concerts, spoken word events, and theatre. Mr. Bentz outlined revenue generating opportunities, facility expenses, the budget process, and recent opportunities and challenges (i.e., increasing artist and film expenses, increases to wages, maintenance, and supplies, and increased supply in light of suppressed demand, especially for the age 40 and over target market). Recently, the Board and staff have enacted new strategies to grow revenue by increasing rental and concession fees and accepting more full rental agreements.

Discussion and clarifications ensued regarding various financial considerations and programming philosophies.

Commissioner McMahon requested copies of the budget and financials for the past five years to evaluate and compare strategies, expenses, and the funding model.

2. Rules and Regulations Ordinance – Compiled Public Comments

Mr. Olson categorized and shared ten (10) public comments that were received regarding the Rules and Regulations Ordinance draft. Mr. Olson noted that the Board would receive a clean copy of any requested edit to discuss at the October 12, 2022 Regular Board Meeting and a final draft presented for approval at the November 9, 2022 Regular Board Meeting.

Discussion and clarifications ensued to address a number of terms, including park hours and audit of park signage to match open hours, noise regulations, prohibition of wheeled conveyance in posted locations (if necessary), bicycle speed restrictions, geofencing rented electric bikes and scooters, and the location of Park District paths with widths less than four (4) feet.

Commissioner McMahon departed the meeting at 6:35 p.m.

President Miller thanked Mr. Olson for collecting public comment and requested a new draft of the ordinance with edit format updates.

Commissioner Kuhl commended Mr. Olson for his efforts in the process to revise the ordinance.

Comments from Commissioners

None.

Executive Session

Commissioner Solon moved pursuant to the bases set forth below to convene into Executive Session. The motion was seconded by Vice President Hays. Upon roll call, the vote was as follows: Commissioner McMahon – yes; President Miller – yes; Vice President Hays – yes; Commissioner Kuhl – yes; and Commissioner Solon - yes. The motion passed 4-0.

The Board convened into Executive Session under the Illinois Open Meetings Act, specifically 5 ILCS 120/2(c)(1) The appointment, employment, compensation, performance, discipline, or dismissal of specific employees of the public body; and (c)(6) The setting of a price for sale or lease of property owned by the public body.

Commissioner McMahon returned to the meeting at 6:50 p.m.

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, 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: President Miller – yes; Vice President Hays – yes; Commissioner McMahon – yes; and Commissioner Solon – yes; and Commissioner Kuhl - yes. The motion passed 5-0 and the meeting was adjourned at 7:53 p.m.

Approved

Kevin J. Miller, President

Jarrod Scheunemann, Secretary