

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

September 26, 2018

The Champaign Park District Board of Commissioners held a Special Board on Wednesday, September 26, 2018 at 5:30 p.m. at the Bresnan Meeting Center, 706 Kenwood Road, Champaign, Illinois, pursuant to notice duly given. Vice President McMahon presided over the meeting.

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

Absent: President Craig W. Hays and Executive Director Joseph DeLuce.

Staff Present: Cindy Harvey, Assistant to the Executive Director/Board Secretary, Andrea Wallace, Director of Finance, Andrew Weiss, Director of Planning, Steven Bentz, Director of Virginia Theatre, and Bridgette Moen, Park Planner.

Tim Mitchell, reporter with The News Gazette, was in attendance.

Call to Order

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

Comments from the Public

There were no comments from the public.

New Business

Approval of an Agreement with Bailey Edward Design, Inc. for the Virginia Theatre Reroof and Various Improvement Projects

Mr. Weiss presented the report. He stated that it is important to note that currently the Park District does not have an architect for the Virginia Theatre. Mr. Weiss noted that staff is interested in using Bailey Edward as the Theatre's architect now and in the future. Discussion ensued regarding Bailey Edward as the architect for Lincoln Hall at the University of Illinois. Attorney Hall discussed limitation of liability issues and other changes suggested by the architect that concern him. He stated that the Board could approved the agreement contingent upon legal counsel resolving the issues satisfactorily.

Commissioner Solon made a motion approving the agreement between the Park District and Bailey Edward Design, Inc. for the Virginia Theatre reroof and various improvement projects in the amount of \$29,000, and authorizing the Executive Director to execute the agreement for this service subject to the Attorney Hall resolving the limitation of liability issues satisfactorily to the Park District's standards. The motion was seconded by Commissioner Kuhl. The motion passed 4-0.

Approval of an Agreement with Cabri, Inc. doing business as Farrens Pub and Eatery

Mr. Bentz presented the report. A copy of the Alcoholic Beverage Policy was distributed to the Board for reference. Mr. Bentz reported the Park District has allowed Farren's Pub and Eatery to serve alcoholic beverages at the Virginia Theatre since 2013 pursuant to a written agreement. The current agreement expires September 13, 2018. He stated that the owner of Farrens is interested in extended the agreement for an additional year. Mr. Bentz reported that the agreement included the addition of being allowed to serve other types of alcoholic beverages, including "hard" liquor. The agreement has been revised by Attorney Hall and the have accepted by the owner of Farrens.

Commissioner made a motion approving the agreement between the Park District and Carbri, Inc., doing business as Farren's Pub & Eatery, to provide a selection of beer, wine, and other types of alcoholic beverages at the Virginia Theatre for suitable events, effective for one (1) year commencing September 26, 2018 and ending September 25, 2019, and authorizing the Executive Director to execute the agreement. The motion was seconded by Commissioner Kuhl. The motion passed 4-0.

Approval of a Merchants Application for Processing Credit Card Purchases

Ms. Wallace presented the report. Staff is in the process getting quotes from various businesses with the intention of decreasing the rates to process credit card purchases. The quotes from the business vary. She discussed the proposal of the company currently being considered and reported that she is waiting to find out if the changes she proposed are acceptable before forwarding it to Attorney Hall for review. The agreement will be for three (3) years. Ms. Wallace stated that staff is requesting that the Board authorize staff to work with legal counsel to complete the merchant application and enter into a three (3) year agreement with the selected company after all terms and conditions of the agreement are finalized. Discussion ensued regarding processing procedures, the agreement and cost.

Commissioner Kuhl made a motion to approved authorizing staff to work with legal counsel to complete the merchant application and enter into a three (3) year agreement with the selected merchant once all details are finalized. The motion was seconded by Commissioner Miller. The motion passed 4-0.

Discussion Items

Comprehensive Plan SWOT (Strengths, Weaknesses, Opportunities, Threats)

Ms. Moen discussed a PowerPoint presentation summarizing what the planning staff has gathered to date from the SWOT summary feedback. She reported that the SWOT information, once finalized, will be included in the comprehensive plan. Ms. Moen discussed the overview of SWOT Analysis; the process for the information; and the next steps. She stated that staff will review the process at the October 11, 2018 Focus Team meeting and a draft of the comprehensive plan will be distributed to the Board for discussion at the October 24, 2018 Study Session. Discussion ensued. Mr. Weiss thanked the Board for filling out the SWOT survey information. He asked the Board to let staff know if they have any additional comments.

Further discussion ensued about when the Board will receive the draft of the comprehensive plan and when the final plan will be presented for approval.

Adjourn

There being no further business to come before the Board, Commissioner Miller made a motion to adjourn the meeting. The motion was seconded by Commissioner Solon. The motion passed 4-0 and the meeting was adjourned at 6:05 p.m.

Approved

Craig W. Hays, President

Cindy Harvey, Secretary