

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 MINUTES - BOARD STUDY SESSION MEETING AND SPECIAL MEETING
 NOVEMBER 1, 2011
 6:30 – 8:00 PM
 ANITA PURVES NATURE CENTER
 1505 N. BROADWAY
 URBANA, ILLINOIS 61801**

The board study session and special meeting of the Urbana Park District Board of Commissioners was held November 1, 2011 at the Anita Purves Nature Center, 1505 N. Broadway, Urbana, IL at 6:30 p.m. The notice and agenda of the meeting were posted at the park district administrative office and at the location of the meeting. Copies of the notice and agenda were received by each commissioner of the district and by local newspapers, radio, and television stations at least forty-eight hours before the meeting in compliance with the Open Meetings Act of the State of Illinois. A copy of the notice and agenda is attached to the minutes.

COMMISSIONERS	PRESENT	ABSENT
President Michael Walker	X	
Vice-President Nancy Delcomyn	X	
Commissioner Deborah Rugg	X	
Commissioner Bob Stewart	X	
Commissioner Meredith Blumthal	X	

Also present were Vicki Mayes, Executive Director;
 Tim Bartlett, Superintendent of Planning and Operations;
 Dottie Lierman, Business Manager;
 Corky Emberson, Superintendent of Recreation;
 Derek Liebert, Project Manager;
 Alexandra Ivanova served as Recording Secretary.

I. Call to Order

President Walker called the meeting to order at 6:34 PM.

II. Public Comment

There was no public comment received.

III. Discussion and Possible Action

A. Review and Possible Action for Closeout for the Kerr St Planning and Operations Facility Project Staff presented the total project budget to the Board. The Board discussed the total project budget, the part of the total budget for construction and the part of the budget for owner provided and owner installed costs. The owner provided/owner installed costs include architectural and engineering fees, permits and testing, printing and document management, owner's representation fees, commissioning fees, shop equipment, crew assembly and office equipment. Staff recommended that some funds be released from the construction part of the budget to be used for other UPD priority projects. Staff also recommended that funds be retained in the construction budget contingency until the final punch list

has been completed. And staff recommended that \$200,000 should be moved to the owner provided/owner installed budget.

COMMISSIONER RUGG MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO RELEASE \$138,880 FROM THE CONTINGENCY OF THE KERR STREET AND HICKORY STREET PROJECTS TO OTHER CAPITAL PROJECT NEEDS AND RETAIN THE REMAINDER FOR CHANGE ORDERS, PUNCH LIST ITEMS AND OWNER PROVIDED/INSTALLED EQUIPMENT. ALL SAID "AYE", MOTION CARRIED.

B. Discussion Regarding Scheduling Annual Meetings with the Urbana School District and the City of Urbana

The Board agreed that there are topics that they would like to discuss with both the Urbana School District as well as the City of Urbana. Director Mayes suggested that the Board draft a set of topics prior to a meeting. President Walker agreed to contact Mayor Laurel Prussing to discuss a potential meeting and Director Mayes agreed to contact the Urbana School District Superintendent to also discuss a potential meeting in the next six months.

Some topics of joint interest include:

- Legislative issues – PTELL concerns
- Shrinking EAV – impacts/economic development
- New growth/development initiative
 - Short-term
 - Long-term
- Joint planning/ programming/ cooperative efforts
- Facilities- community needs
- Roads/ Trails/ Transportation
- Grant forecast/ support ending
- Neighborhood issues/ Equity issues
- Carle/Provena tax impact
 - Short-term
 - Long-term
- Community policing/ Safety/ Crime Issues
- Energy/ Conservation/ Green initiatives
- Community input/ Discussion

C. Finance Committee Report

The finance committee met on October 31st, 2011. President Walker stated that it is important for financial goals and projections to be made five years ahead of time. This will assure that the finance committee has a firm understanding of the District's budget that they can subsequently share with the Board.

D. Discussion Regarding Board Team Development

Facilitator Barbara Heller's first meeting with the Board of Commissioners is scheduled for November 29th, 2011 at the Anita Purves Nature Center. Commissioner Stewart will contact Barbara Heller to get more information to prepare for the meeting.

IV. Direction to Staff
No additional direction was given to staff.

V. Adjourn to Executive Session

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER STEWART TO CONVENE TO EXECUTIVE SESSION PURSUANT TO 5 ILCS 120/2 (c) (5) TO DISCUSS THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE PUBLIC BODY. THE MOTION WAS APPROVED UNANIMOUSLY BY ROLL CALL VOTE.

President Walker adjourned the meeting to executive session at 7:45 PM.

VI. Adjourn

No further business was conducted after the Executive Session was adjourned. The meeting adjourned at 8:20 PM.

Michael W. Walker, President

Betsy Pendleton Wong, Secretary

(Seal)