

MINUTES
URBANA PARK DISTRICT BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
TUESDAY, SEPTEMBER 13, 2011
7:00-9:00 PM
ANITA PURVES NATURE CENTER
1505 N. BROADWAY
URBANA, ILLINOIS 61801

A regular meeting of the Urbana Park District Board of Commissioners was held Tuesday, September 13, 2011, at the Anita Purves Nature Center, 1505 N. Broadway, Urbana, IL at 7:00 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 (48) 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. UPTV taped the meeting for future airing.

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;
Corky Emberson, Superintendent of Recreation;
Ellen Kirsanoff, Development Manager;
Derek Liebert, Project Manager;
Dottie Lierman, Business Manager;
Dana Mancuso, Marketing Manager;
Carl Larson, Urbana Park District Advisory Committee (UPDAC)
Betsy Wong, Attorney and Secretary;
Alexandra Ivanova served as Recording Secretary.

I. Call to Order

Vice President Delcomyn called the meeting to order at 7:03PM.

II. Public Comment

There were no comments from members of the public.

III. Urbana Park District Advisory Committee (UPDAC) Report

Carl Larson addressed the Board and spoke about the UPDAC meeting and potluck supper that took place on August 23rd. Mr. Larson mentioned that every member provided input during the meeting and it was very productive. Vice President Delcomyn and Director Mayes recognized the breadth and creative nature of the committee's ideas, collaboration, and the wide scope of issues discussed.

IV. Strategic Plan Report

It was agreed that Commissioners Stewart and Walker, the Finance Committee, will meet with the Director and staff to draft preliminary goals for the 2012-2013 budget. The committee will bring the goals back to the full Board for consideration.

V. New and Unfinished Business

A. Action to Engage a Facilitator for Board Team Development

COMMISSIONER STEWART MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO REQUEST THAT BARBARA HELLER WORK AS A CONSULTANT FOR BOARD TEAM DEVELOPMENT. ALL SAID "AYE", MOTION CARRIED.

B. Ordinance 2011-12 to Adopt Certain Board Policies

The Board agreed to clarify the role of the President by adding the word "meeting" to "board agenda" and to remove the phrase "from time to time" the Treasurer definition. The Board discussed and verified the duties of the Treasurer.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER STEWART TO APPROVE ORDINANCE 2011-12 AN ORDINANCE FOR APPROVAL OF SECTIONS TO BE INCLUDED IN BOARD POLICY MANUAL (AS REVISED, ADDING "MEETING", REMOVING "FROM TIME TO TIME"). THREE SAID AYE, ONE SAID NAY, MOTION CARRIED.

C. Action to Award Contract for Lake House Siding Project

Staff presented the board with the current poor condition of the Lake House siding and recommended that the siding be replaced with a cement-fiber siding which is durable and long-lasting.

COMMISSIONER RUGG MADE A MOTION WITH A SECOND BY COMMISSIONER STEWART TO AWARD THE CONTRACT FOR THE LAKE HOUSE SIDING PROJECT TO BOLTON CONSTRUCTION FOR THE BASE BID AND ALTERNATE #1 FOR A CONTRACT AMOUNT OF \$51,174 WITH A 10% CONTINGENCY OF \$5,117. ALL SAID AYE, MOTION CARRIED.

D. Action on Change Order #1 for the King Park Trail Project

The recommended changes incorporated changes suggested by the ADA audit. Additional changes may be recommended in a future change order to complete as many of the ADA improvements as possible as a part of the TIF funded project.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER RUGG TO APPROVE CHANGE ORDER #1 FOR THE KING PARK PROJECT IN THE AMOUNT OF \$13,298.20. ALL SAID AYE, MOTION CARRIED.

E. Action to Revise Contract for Engineering for the King Park Project

COMMISSIONER STEWART MADE A MOTION WITH A SECOND BY COMMISSIONER RUGG TO APPROVE ADDITIONAL SERVICES BY BERNIS CLANCY AND ASSOCIATES OF \$5,300 FOR CONSTRUCTION OBSERVATION FOR THE KING PARK PROJECT. THE ORIGINAL CONTINGENCY OF \$2,500 IS STILL AVAILABLE. ALL SAID "AYE", MOTION CARRIED.

VI. Reports

A. Financial

1. Monthly Budget

Business Manager Lierman spoke to the board regarding the financial reports. August is the 4th month of the Urbana Park District fiscal year.

2. Action on Treasurer's Report

Vice President Delcomyn made note of the high amount of taxpayer money that is going directly back into the community in programs and projects.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER RUGG TO ACCEPT THE TREASURER'S REPORT FOR AUDIT. ALL SAID "AYE", MOTION CARRIED.

3. Supplemental Report of Cash

4. Capital Budget Report

B. Executive Director

Director Mayes spoke about the September 15th District/Foundation Sneak Peek event for the Meadowbrook Interpretive Center as well as the September 16th UPD Jazz Walk and Meadowbrook Interpretive Center ribbon-cutting preceding Jazz Walk. In addition, the director reminded the Board that the October 4th Study Session will be held instead on Wednesday October 19th 6:30-8:00 at APNC.

C. Vice President

The Vice President reviewed the upcoming meeting agendas.

D. Commissioners

Vice President Delcomyn complimented the sign near the bridge in Meadowbrook Park which thanks the donors to the sculpture garden. Commissioner Stewart complimented the sign on the Interpretive Center. In response to a question from Commissioner Rugg, Director Mayes stated that the pool project can accommodate donations, whether it is to improve the pool project or to improve the areas surrounding the pool.

VII. Consent Agenda

The meeting Chair asked if there was any item on the Consent Agenda that any Commissioner wished to discuss. The Chair read the titles of the Consent Agenda into the record.

- A. Approval of the Minutes of the August 2, 2011 Board Study Session Meeting (removed from consent agenda for discussion)
- B. Approval of the Minutes of the August 9, 2011 Regular Board Meeting (removed from consent agenda for discussion)
- C. Approval of the Minutes of the July 12, 2011 Regular Board Meeting as Amended
- D. Approval of the Minutes of the May 10, 2011 Regular Board Meeting as Amended
- E. Monthly reports:
 - 1. General Action Work Plan
 - 2. Administration
 - 3. Planning/Operations (removed from consent agenda for discussion)
 - 4. Recreation
- F. Action to Accept the Philanthropy Report with Gratitude
- G. Action on the Monthly Paid Accounts Payable
- H. Action on Contract for Architect and Engineering Services for the Crystal Lake Pool Project
- I. Resolution 2011-12 for a Custody Account Control Agreement with Northern Trust Company and Busey Bank
- J. Action to Revise the Board Meeting Schedule

COMMISSIONER RUGG MADE A MOTION WITH A SECOND BY COMMISSIONER STEWART TO APPROVE ALL THE ACTION ITEMS ON THE CONSENT AGENDA AND ACCEPT ALL THE INFORMATION ITEMS LISTED ON THE CONSENT AGENDA IN AN OMNIBUS MANNER. ALL SAID "AYE", MOTION CARRIED.

K. Action on any item removed from the Consent Agenda for discussion.

VII. A. Approval of the Minutes of the August 9, 2011 Regular Board Meeting
 Commissioner Rugg requested that it be noted that the activity mentioned in the August 9, 2011 minutes was a function of the park district and the park foundation.

COMMISSIONER RUGG MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO ACCEPT THE REGULAR BOARD MEETING MINUTES OF AUGUST 9TH, 2011 AS REVISED. ALL SAID "AYE", MOTION CARRIED.

VII. B. Approval of the Minutes of the August 2, 2011 Board Study Session Meeting
 Commissioner Rugg had a question as to what the 3rd paragraph on page 2 meant as well as the following paragraph. This was explained to Commissioner Rugg by Director Mayes.

COMMISSIONER RUGG MADE A MOTION WITH A SECOND BY COMMISSIONER STEWART TO ACCEPT THE BOARD STUDY SESSION MEETING MINUTES OF AUGUST 2ND, 2011 AS FIRST PRESENTED. ALL SAID "AYE", MOTION CARRIED.

VII. E. 3. Monthly reports: Planning/Operations – Commissioner Rugg alerted staff that a vending machine at UIAC is not functioning properly.

COMMISSIONER RUGG MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO ACCEPT THE PLANNING & OPERATIONS MONTHLY REPORT AS FIRST PRESENTED. ALL SAID "AYE", MOTION CARRIED.

VIII. Adjourn to Executive Session

There was no executive session.

IX. Adjourn

Vice President Delcomyn adjourned the meeting 8:50PM.

Nancy Delcomyn, Vice President

Betsy Pendleton Wong, Secretary

(Seal)