

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
MINUTES - BOARD STUDY SESSION AND SPECIAL MEETING
OCTOBER 19, 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 October 19, 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;
Greg Douglas, Martin Hood Friese & Associates;
Deanna Ahearn, Martin Hood Friese & Associates;
Betsy Wong, Attorney;
Alexandra Ivanova served as Recording Secretary.

I. Call to Order

President Walker called the meeting to order at 6:35PM.

II. Public Comment

There was no public comment received.

III. Review of Annual Audit

Director Mayes introduced the auditing process as well as the associates from Martin, Hood, and Friese - Greg Douglas and Deanna Ahearn. Mayes and Business Manager Dottie Lierman noted that long term debt went up to over \$8,000,000 due to the sale of the Build America Bonds in 2010. Other comments included that and property taxes rose significantly, \$673,000, in this fiscal year due to the 15¢ rate increase approve by the voters. Greg Douglas also noted that the debt note is longer this year due to the long term alternate revenue bond issued. Also noted were new standards from the GASB (Government Accounting Standards Board), particularly the fund balance reporting standard. Lierman focused on page

25 in relation to fund balance and also referred to page 68. Mayes highlighted the Letter of Transmittal, pages 1-5; the independent auditor's report, pages 8-9; the Management Discussion and Analysis, pages 10-20; the Notes to Financial Statements, pages 39-65.

Greg Douglas also noted that management staff was great to work with and there were no hardships or difficulties in completing the audit. Mr. Douglas suggested a point of sale system at the Urbana Indoor Aquatic Center which was also a recommendation last year in the internal control letter. Director Mayes noted that the staff is first prioritizing Payment Card Industry compliance and then working on Point of Sale in the indoor aquatic center as well as the upcoming outdoor aquatic center. She stated that accomplishing those two tasks will move the Urbana Park District closer to online registration.

IV. Action to Accept Comprehensive Annual Financial Report (CAFR)

COMMISSIONER RUGG MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO ACCEPT THE COMPREHENSIVE FINANCIAL REPORT FOR THE YEAR ENDED APRIL 30, 2011. ALL SAID, "AYE", MOTION CARRIED.

V. Review of Closeout for the Kerr St Planning and Operations Facility Project

Director Mayes commended the incredibly thorough work that Project Manager Derek Liebert has done as well as all the support provided by the Planning and Operations supervisory staff. She gave an overview of the anticipated close out costs. The Board asked for more clarification regarding these expenses with additional documentation.

VI. Discussion Regarding Naming of the New Pool in Crystal Lake Park

The commissioners agreed by consensus that name "Crystal Lake" should continue to be the primary name of the upcoming outdoor pool.

VII. Direction to Staff

No additional direction was given to staff.

VIII. Adjourn

President Walker adjourned the meeting at 8:05PM.

Michael W. Walker, President

Betsy Pendleton Wong, Secretary

(Seal)