

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
MINUTES - REGULAR BOARD MEETING
DECEMBER 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 December 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 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;
Judy Miller, Environmental Program Manager;
Janet Soesbe, Community Programs Manager;
Leslie Radice, Aquatics Supervisor;
Greg Cales, Athletics Coordinator;
Kevin Koontz, Fitness/Wellness Supervisor;
Andy Rousseau, Recreation Special Projects Assistant;
Michael J. Stilger, PKD;
Jeanne Gerriets, LWV;
Brian DeMunyck, Ratio Architects;
John Jackson, Ratio Architects;
Stacie Pye, Counselman-Hunsacker;
Kevin Post, Counselman-Hunsacker;

Dave Phillips, Speer Financial, Inc;
Tom Carrino, City of Urbana;
Betsy Wong, Attorney and Secretary;
Alexandra Ivanova served as Recording Secretary.

I. **Call to Order**

President Walker called the meeting to order at 7:05PM

II. **Public Hearing for Truth in Taxation**

President Walker opened the public hearing by stating: "The Board of Park Commissioners of the Urbana Park District, Champaign County, Illinois, now opens a public hearing on December 13th, 2011 at 7:05 PM. The hearing is being held at the Anita Purves Nature Center, 1505 N. Broadway, in Urbana, IL. The purpose of the hearing will be to receive public comments on the proposed tax levy as required by the Truth in Taxation law. Is there any member of the public who would like to make a statement during the public hearing regarding the proposed property tax levy?"

No comments from the public were received. President Walker closed the public hearing at 7:05PM.

III. **Public Comment**

There was no public comment.

IV. **Special Report on Final Design of the Crystal Lake Park Family Aquatic Center**

The base project elements are within the budget. Alternates will be added if funds become available. Corky Emberson presented the final design to the Board. John Jackson from Ratio Architects presented the Board with further detail of the final design. John highlighted that the lap pool has a ramp that makes it fully accessible and as are the leisure pool. There will be a small spray ground outside of the fencing that will be available for use even when the pool is closed. The re-design reduced capacity a little. The design keeps many of the features that were important to the community and that were included in the program statement. The design has reduced revenue which is offset by reduced expenses from the updated pro-forma. Demolition of the old pool will begin in March 2012. The new pool has something for every age, skill level, and interest. Attendance is expected to be 62,000 annually. John thanked the Board for their time and complimented staff on their knowledge and cooperation.

V. **Urbana Park District Advisory Committee (UPDAC) Report**

There was no UPDAC report.

VI. **Strategic Plan Report**

Staff submitted a written report to the Board which summarized fiscal years 2009-2010 and 2010-2011 which provided participation statistics and program highlights. Recreation Staff spoke to the Board regarding the ways in which the 2009 15 cent rate increase provided higher service to the public through recreation programs. Programs reporting were Environmental Programs,

Athletics, Fitness and Wellness, Community Programs and Aquatics. The report is attached to the minutes.

VII. **New and Unfinished Business**

A. Action on Ordinance 2011-13 Levy Ordinance

COMMISSIONER STEWART MADE A MOTION WITH A SECOND BY COMMISSIONER RUGG TO ADOPT ORDINANCE 2011-13, AN ORDINANCE PROVIDING FOR THE LEVYING, ASSESSMENT AND COLLECTION OF TAXES FOR THE FISCAL YEAR 2012-2013 OF THE URBANA PARK DISTRICT. A ROLL CALL VOTE WAS TAKEN; THERE WERE 5 AYES AND 0 NAYES, MOTION CARRIED.

B. Consideration and Action on an Ordinance to Issue the District's General Obligation Limited Tax Park Bonds, Series 2011B, Ordinance 2011-14

COMMISSIONER RUGG MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO AWARD LOW BID ON THE BONDS TO COMMERCE BANK, CHAMPAIGN, IL WITH AN INTEREST RATE OF 1.342%. ALL SAID "AYE", MOTION CARRIED.

COMMISSIONER STEWART MADE A MOTION WITH SECOND BY COMMISSIONER RUGG TO ADOPT ORDINANCE 2011-14 AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION PARK BONDS (LIMITED TAX), SERIES 2011 OF THE URBANA PARK DISTRICT. A ROLL CALL VOTE WAS TAKEN; THERE WERE 5 AYES AND 0 NAYES, MOTION CARRIED.

C. Action to Extend Urbana Park District Participation in the Build Urbana Program
Tom Carrino, the Economic Development Manager from the City of Urbana addressed the board regarding the Build Urbana Program. Build Urbana offers a tax rebate for 5 years to a property owner for the difference in property taxes between Champaign and Urbana. There is an interest in extending the program for another year. The Urbana City Council Committee of the Whole recommended the approval of extending the program for another year, assuming partners (including the park district) are agreeable to the extension.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER STEWART TO EXTEND THE PARTICIPATION OF THE URBANA PARK DISTRICT IN THE BUILD URBANA PROGRAM FOR ONE YEAR. ALL SAID "AYE", MOTION CARRIED.

D. Action to Designate a Board Delegate to the Illinois Association of Park Districts (IAPD) Annual Meeting

COMMISSIONER RUGG MADE A MOTION WITH A SECOND BY COMMISSIONER DELCOMYN TO APPOINT COMMISSIONER STEWART AS THE OFFICIAL REPRESENTATIVE OF THE URBANA PARK DISTRICT TO THE ANNUAL MEETING OF THE ILLINOIS

**ASSOCIATION OF PARK DISTRICTS AND COMMISSIONER BLUMTHAL AS THE ALTERNATE.
ALL SAID "AYE", MOTION CARRIED.**

VIII. Reports

A. Financial

1. Monthly Budget

Dottie Lierman stated that this budget shows spending through November 30th, 2011. November is the seventh month of the fiscal year. Incurred expenses are at 58% which is right on target. Revenues are being received as expected.

2. Action on Treasurer's Report

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

3. Supplemental Report of Cash

4. Capital Budget Report

B. Executive Director

C. President

1. The finance committee has met with staff a second time to discuss the capital projects list.

2. The January 10th, 2012 regular board meeting time will be moved to 5PM.

3. The August 2012 regular board meeting may need to be rescheduled. It is currently scheduled for the first Tuesday in August instead of the second Tuesday.

4. Review of upcoming meeting agenda

Jan 10, 2012

- **Review design schematics for office/youth theater/document storage/recreation storage reuse of 901 Broadway and possible authorization for additional A&E design and engineering services**
- **Review design schematics for restoration of Carle Park pavilion and possible authorization for A&E construction documents**
- **Possible review and discussion of Board Policy Manual sections**
- **Possible presentation of revised and updated Personnel Manual, review and Q&A at February study session, adopt at February regular meeting**
- **Draft 2012 capital budget plan (this will be revised after the Finance Committee makes a recommendation to the Board)**
- **Archery Club agreement for use of Perkins Road site**
- **Award bids and quotes for owner installed equipment for 1011 Kerr Ave**
- **Final change order for 1011 Kerr Ave project**
- **Change orders for other projects**
- **Possible follow up action from board team retreat**
- **Semi-annual review of past executive session minutes and recordings**
- **Action to release past executive session minutes or destroy recordings**

D. Commissioners

Commissioner Blumthal stated that the Senior Luncheon was a great success and that there were over 250 attendees.

IX. Consent Agenda

The meeting Chair asked if there was any item on the Consent Agenda that any Commissioner wished to discuss. Commissioner Rugg requested that the November 29, 2011 minutes be removed for discussion. Commissioner Delcomyn asked that the Paid Accounts Payable be removed for discussion.

- A. Approval of the Minutes of the November 1, 2011 Board Study Session Meeting
- B. Approval of the Minutes of the November 8, 2011 Regular Board Meeting
- C. Approval of the Minutes of the November 29, 2011 Board Team Development Retreat (removed from consent agenda for discussion).
- D. Monthly reports:
 - 1. General Action Work Plan
 - 2. Administration
 - 3. Planning/Operations
 - 4. Recreation
- E. Action to Accept the Philanthropy Report with Gratitude
- F. Action on the Monthly Paid Accounts Payable (removed from consent agenda for discussion).
- G. Action on Ordinance 2011-15 Abating the Levy of Property Taxes on Urbana Park District General Obligation Park Bonds (Alternate Revenue Source), Series 2010 (Build America Bonds)
- H. Action on Ordinance 2011-16 Abating the Levy of Property Taxes on Urbana Park District General Obligation Park Bonds (Alternate Revenue Source), Series 2011A
- I. Action to Accept Priority Projects Report to Urbana Parks Foundation
- J. Action to Award Contract for Security Equipment for the Kerr St Planning and Operations Facility
- K. Action on Contract for Additional Architectural and Engineering Services for the Kerr St Planning and Operations Facility
- L. Resolution 2011-17 to Approve Loss Control/Safety Manual
- M. Resolution 2011-18 to Approve the ADA Transition Plan
- N. Resolution 2011-19 to Take Action to Join the Illinois Institutional Investors Trust (IIIT)
- O. Resolution 2011-20 to Approve Final Contract Amount for the Busey Woods Gateway Trail Project
- P. Action to Accept Annual Meeting Calendar

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 WITH NOTED REMOVALS IN AN OMNIBUS MANNER. ALL SAID "AYE", MOTION CARRIED.

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

Action on the Monthly Paid Accounts Payable

Questions regarding Paid Accounts Payable charges were answered.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER STEWART TO APPROVE THE BILLS PAID. ALL SAID "AYE", MOTION CARRIED.

Approval of the Minutes of the November 29, 2011 Board Team Development Retreat

The Board discussed the minutes. An adjusted draft will be presented for approval at the next board meeting.

X. Adjourn to Executive Session

COMMISSIONER RUGG MADE A MOTION WITH A SECOND BY COMMISSIONER STEWART TO MOVE TO EXECUTIVE SESSION TO DISCUSS LAND ACQUISITION. ALL SAID "AYE", MOTION CARRIED.

XI. Adjourn

No further actions were taken except for President Walker to adjourn the regular meeting at 9:25PM.

Michael W. Walker, President

Betsy Pendleton Wong, Secretary

(Seal)