

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS  
MINUTES - REGULAR BOARD MEETING  
TUESDAY, AUGUST 13, 2019  
7:00 PM  
PLANNING AND OPERATIONS FACILITY  
1011 E. KERR AVENUE  
URBANA, ILLINOIS 61802**

A regular meeting of the Urbana Park District Board of Commissioners was held Tuesday, August 13, 2019, at the Planning and Operations Facility, 1011 E. Kerr Avenue, 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. Also available for inspection are all documents that were reviewed or approved at the meeting. UPTV taped the meeting for future airing.

COMMISSIONERS	PRESENT	ABSENT
President Michael Walker		X
Vice-President Nancy Delcomyn	X	
Commissioner Lashaunda Cunningham	X	
Commissioner Roger Digges	X	
Commissioner Meredith Blumthal	X	

Also present were Tim Bartlett, Executive Director;  
Corky Emberson, Superintendent of Recreation;  
Caty Roland, Business Manager;  
Derek Liebert, Superintendent of Operations;  
Andy Rousseau, Project Manager;  
Kara Dudek, Park Planner;  
Sanford Hess, Information Technology Director, City of Urbana;  
Kathy Wallig;  
Audrey Ishii;  
Kelsey Beccue served as Recorder.

**I. Call to Order**

Vice-President Delcomyn served as meeting chair and called the meeting to order at 7:02 PM.

A. Remote Attendance

There was no request for remote attendance.

**II. Accept Agenda**

**COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO ACCEPT THE AGENDA AS PRESENTED. ALL SAID "AYE", MOTION CARRIED.**

**III. Public Comment**

A. Public Comment

Audrey Ishii made a comment to the board regarding the Urbana Park District Organic Garden Program at Meadowbrook. She said the district should provide compost and storage for garden tools in order to make the program more equitable, the garden manual needs updating, and that overall participation in the program has declined over the years that she has been gardening.

Kathy Wallig made a comment to the board regarding the cold temperature of the water at the Urbana Indoor Aquatic Center. She said she does not understand why it cannot be fixed, and noted that the Urbana Park District is losing participants to the Stephens YMCA due to the water temperatures.

- B. UPD New Staff Introductions  
There were none.

#### IV. Urbana Park District Advisory Committee (UPDAC) Report

There was no UPDAC report, since there was no July meeting. UPDAC will meet again August 27, 2019 at the Phillips Recreation Center.

#### V. Consent Agenda

*All action and information items appearing below are considered routine by the Board and shall be enacted by one motion. If discussion is desired, that item shall be removed and discussed separately. Commissioners have had an opportunity to review these items prior to the meeting.*

***The meeting Chair will ask if there is any item on the Consent Agenda that any Commissioner wishes to discuss. If a Commissioner requests that an item be discussed, it will be moved from the Consent Agenda, discussed and acted on under "Old" or "New" Business. The Board must vote in one omnibus motion to accept and approve the items in the Consent Agenda. The Chair will read the title of each item into the record.***

- A. Approval of the Minutes of the July 9, 2019 Regular Board Meeting
- B. Monthly Reports  
*These are monthly reports from each department of the District.*
  - 1. Administration (Executive Director, Business, Development/Volunteers, Human Resources)
  - 2. Planning & Operations (Planning, Project Management, Facilities, Construction, Grounds, Aquatics)
  - 3. Recreation (Museum, Aquatics, Athletics, Community Programs, Public Information/Marketing, Champaign-Urbana Special Recreation–CUSR)
- C. Action to Accept the Philanthropy Report and Gifts Listed with Gratitude  
*Gifts and donations must be officially accepted by the Board. The Philanthropy Report also lists volunteer service hours for the month.*
- D. Approval of the Monthly Paid Accounts Payable  
*This report is available for review by each Commissioner.*

**COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO APPROVE ALL OF THE ACTION ITEMS ON THE CONSENT AGENDA AND ACCEPT ALL THE INFORMATION ITEMS LISTED ON THE CONSENT AGENDA IN AN OMNIBUS MANNER. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.**

#### VI. Reports

- A. Financial Reports
  - 1. Revenue & Expenditure Report  
Caty Roland presented the Revenue & Expenditure Report.
  - 2. Action on Treasurer's Report  
Caty Roland presented the Treasurer's Report.

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

3. Capital Budget Report  
Caty Roland presented the Capital Budget spending.

Andy Rousseau provided updates on several projects, including a new Parks and Rec vehicle, Perkins Road Phase 3 improvements, Dog Park access gates, and Leal Park improvements.

**B. Executive Director**

Director Bartlett provided updates on multiple projects and efforts, including:

- The Crystal Lake Park Art Fair
- 5-Year Capital Planning
- Jettie Rhodes Committee follow-up
- Efforts of accounting staff during audit season
- Efforts of the planning team on the Strategic Plan
- Future collaborations with Champaign Park District and the U of I Recreation, Sport, and Tourism department
- IPRA Executive Director visit
- Potential siting of a Health and Wellness facility in a central location or Weaver Park
- Working with Design for America

**C. President**

1. Review of upcoming meeting agenda  
Vice-President Delcomyn noted that Board President Walker was absent.

**D. Liaison Reports**

1. Finance Study Group  
Commissioner Digges noted that the Finance Study Group last met on June 28 to receive updates on financial options from Speer Financial for funding 2020 Strategic Plan goals, and that those options were presented to the board at the August Study Session.
2. UPD Policy Study Group  
Commissioner Blumthal noted that the UPD Policy Study Group last met in May, and expects to meet again in the fall for further policy review.
3. Urbana Parks Foundation Representative  
Commissioner Digges reported that event planning for next year's events is underway, but no firm dates are set, yet, and that the next Annual Dinner will not be at the Country Club. He noted that the annual Foundation Jazz Walk event is coming up in September.
4. UPDAC Planning Study Group  
Commissioner Cunningham noted that the group is next scheduled to meet on August 19, 2019.

**VII. Old Business**

- A. Action on any Old Business removed from the Consent Agenda  
There was no old business removed from the Consent Agenda.

**VIII. New Business**

- A. Review of Blair Park Master Plan and Action to Approve Resolution 2019-08 to Apply for an OSLAD Grant with IDNR

Derek Liebert noted that the Blair Park playground is due for replacing in 2020, and that provided an opportunity to look at the possibility of completing other projects as well. He mentioned that Blair Park is a good candidate for an OSLAD grant because of the number of recreational amenities it provides, and that staff have been working with Upland Design on an updated master plan for the park. Staff then presented on the master plan design. Plan features include increased accessibility, trails, basketball court, new playground, challenge course, ball wall, and a picnic grove. Staff noted that an OSLAD grant would be one method of funding the Blair Park updates, but that donor support would likely be necessary as well.

**COMMISSIONER CUNNINGHAM MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO APPROVE RESOLUTION 2019-08 FOR THE OSLAD GRANT APPLICATION FOR THE BLAIR PARK REVITALIZATION PROJECT. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.**

- B. Action to Approve an Intergovernmental Agreement with the City of Urbana for Media Production Services

Sanford Hess, Information Technology Director with the City of Urbana, presented on the proposed Intergovernmental Agreement for Media Production Services. He mentioned that the City has been providing media production services for the Urbana Park District board meetings for many years without there being a formal agreement in place. City staff handle pre-production, filming, and post-production of all Urbana Park District Regular Board Meetings. Mr. Hess noted that the City had this type of arrangement with other governmental entities, and was asked to formalize agreements and begin charging for services. Mr. Hess also mentioned that both the City Legal Department and park district Attorney Matt Deering had reviewed and approved the language in the contract.

**COMMISSIONER CUNNINGHAM MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO APPROVE AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF URBANA FOR MEDIA PRODUCTION SERVICES. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.**

- C. Action to Approve an Intergovernmental Agreement with the City of Urbana for Information Technology Services

Sanford Hess from the City of Urbana presented on the proposed Intergovernmental Agreement for Information Technology Services. Mr. Hess noted though the City has provided IT services for the Urbana Park District since at least 2002, there was no formal agreement in place for those services. Mr. Hess outlined the details of the agreement, and noted that it was a cost-effective set-up for both the Park District and the City.

**COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO APPROVE AN INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF URBANA FOR INFORMATION TECHNOLOGY SERVICES. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.**

- D. An Ordinance Authorizing the Issuance of General Obligation Park Bonds (Alternate Revenue Source) of the Park District in an Aggregate Principal Amount not to Exceed \$17,750,000, to Pay the Costs of Renovations and Improvements to Crystal Lake Park and Building and Equipping a Health and Wellness Facility or Constructing Various Health and Wellness Projects throughout the Park District, Refunding Certain Outstanding Alternate Bonds of the District, and Paying Expenses Incident Thereto

Caty Roland presented on the ordinance, and noted that it allows the Park District to continue in the process of bond refunding as a means of financing Strategic Plan goals. Caty noted that if the

ordinance is approved, it starts a thirty-day petition period where members of the public can petition to have this issue put to referendum for a vote.

**COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO APPROVE THE ORDINANCE 2019-08 AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE) OF THE PARK DISTRICT IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$17,750,000 TO PAY THE COSTS OF RENOVATIONS AND IMPROVEMENTS TO CRYSTAL LAKE PARK AND BUILDING AND EQUIPPING A HEALTH AND WELLNESS FACILITY OR CONSTRUCTING VARIOUS HEALTH AND WELLNESS PROJECTS THROUGHOUT THE PARK DISTRICT, REFUNDING CERTAIN OUTSTANDING BONDS OF THE DISTRICT, AND PAYING EXPENSES INCIDENT THERETO. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.**

- E. Action on any New Business removed from Consent Agenda  
There was no New Business removed from the Consent Agenda.

**IX. Comments from Commissioners**

Commissioner Cunningham mentioned that residents near King Park have reached out to her to ask what they can do to help when vandalism in the park occurs. Commissioner Blumthal expressed concern about the number of organic gardens not being used at Meadowbrook, and urged action to confront the issue head-on.

**X. Adjourn**

Vice-President Delcomyn adjourned the meeting at 8:45 PM.

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Michael W. Walker, President

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Timothy A. Bartlett, Secretary

(Seal)

Date Approved: September 10, 2019