

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 MINUTES – BOARD STUDY SESSION
 TUESDAY, SEPTEMBER 3, 2019
 6:30 PM-8:30 PM
 PLANNING AND OPERATIONS FACILITY
 1011 E. KERR AVENUE
 URBANA, ILLINOIS 61802**

The study session meeting of the Urbana Park District Board of Commissioners was held Tuesday, September 3, 2019 at the Planning and Operations Facility, 1011 E. Kerr Avenue, Urbana, IL at 6:30 pm. 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.

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;
 Derek Liebert, Planning and Operations Superintendent;
 Caty Roland, Business Manager;
 Kara Dudek, Park Planner;
 Kelsey Beccue served as Recorder.

I. Call to Order

President Walker called the meeting to order at 6:31 PM.

A. Remote Attendance

There was no remote attendance requested.

II. Accept Agenda

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO ACCEPT THE AGENDA AS PRESENTED. ALL SAID “AYE”, MOTION CARRIED UNANIMOUSLY.

III. Public Comment

There were no comments from members of the public.

IV. Discussion

A. Strategic Plan

Executive Director Bartlett spoke on the Strategic Plan process, and noted that there was a high level of public participation in its formation. Derek Liebert, Superintendent of Operations, also mentioned that the choice was made to craft the 2020 Strategic Plan internally, rather than externally, as with previous plans. Park Planner, Kara Dudek, then guided the group through the 2020 Strategic Plan document, reviewing the planning process and timeline, demographics of participants, the four plan pillars, plan goals and objectives, financial strategies for achieving plan goals, and the strategy for plan implementation. Kara also briefly reviewed the attached appendices. Business Manager, Caty Roland, reviewed the Five-Year Operating forecast included in the appendices, and noted that even with the minimum wage increase included, the budget outlook is encouraging.

B. Financial Strategies

Caty Roland reviewed the three bond refunding options that were presented by Speer Financial at the August Study Session, and noted that staff is most comfortable with the option that allows for \$5,000,000 in new money for Strategic Plan goals. The bond payment term would not be overly extended, and staff feel the bond payments would still fit well within the budget. President Walker asked if it would be possible to look at additional refunding models with Speer Financial, with a comfortable bond payment as the limiting factor. Caty responded that she would work with Speer Financial on additional models.

Director Bartlett reviewed potential partnerships and locations for a possible Health and Wellness Facility in Urbana.

V. Comments from Commissioners

Vice-President Delcomyn commented that the audience participation procedures should be clarified with UPDAC, so that the audience participation procedures are consistent across all meetings: Study Sessions, Regular Board Meetings, and UPDAC Meetings.

VI. Adjourn

President Walker adjourned the meeting at 8:58 PM.

Nancy A. Delcomyn, Vice-President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: October 8, 2019