

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
MINUTES - REGULAR BOARD MEETING
TUESDAY, DECEMBER 10, 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, December 10, 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 Planning and Operations;
Andy Rousseau, Project Manager;
Judy Miller, Environmental Program Manager;
Kara Dudek, Park Planner;
Ellen Kirsanoff, Development Manager;
Aaron Gold, Speer Financial;
Allison Jones served as Recorder.

I. Call to Order

Vice-President Delcomyn called the meeting to order at 7:01 PM.

A. Remote Attendance

There was no remote attendance requested.

II. Public Hearing for Truth in Taxation

Vice-President Delcomyn opened the Public Hearing for Truth in Taxation at 7:02 PM.

There were no comments from members of the public.

Vice-President Delcomyn closed the hearing at 7:03 PM.

III. Accept Agenda

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO ADJUST THE ORDER OF THE AGENDA TO MOVE OLD BUSINESS ITEM 'B' TO IMMEDIATELY AFTER "PUBLIC COMMENT" AND ALSO ADD AN EXECUTIVE SESSION AT THE END OF THE REGULAR MEETING. ALL SAID "AYE", MOTION CARRIED.

IV. **Public Comment**

A. Public Comment

There were no comments from members of the public.

B. Urbana Park District – Staff Introductions

There were no staff introductions.

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- **VIII. Old Business, Item B.: CONSIDERATION AND ACTION ON ORDINANCE 2019-12:** An ordinance providing for the issue of approximately \$828,825 General Obligation Limited Tax Park Bonds, Series 2019B, of the District, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof

Aaron Gold from Speer Financial presented details on general obligation limited tax bonds, series 2019B bonds, including the bidding process, as well as the 1.69% winning bid. He noted a successful bond process and a good rate.

1. Action to Award Low Bid

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO AWARD THE LOW BID ON BONDS TO HICKORY POINT BANK, CHAMPAIGN, IL WITH AN INTEREST RATE OF 1.69%. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

2. Action on Bond Ordinance

COMMISSIONER CUNNINGHAM MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO ADOPT BOND ORDINANCE 2019-12 AUTHORIZING THE ISSUANCE OF \$835,285.00 GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2019B, OF THE URBANA PARK DISTRICT. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

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

Jean Paley, UPDAC Chair, provided a written report of the November UPDAC meeting. Staff noted there would be no UPDAC meeting in December.

VI. **Consent Agenda**

- A. Approval of the Minutes of the November 5, 2019 Study Session Meeting
- B. Approval of the Minutes of the November 12, 2019 Regular Board Meeting
- C. Approval of the Minutes of the November 20, 2019 Special Board Meeting
- D. Monthly Reports
 - 1. Administration

- 2. Planning/Operations
- 3. Recreation
- E. Approval of the Monthly Paid Accounts Payable
- F. Action to Accept the Philanthropy Report and Gifts Listed with Gratitude

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.

VII. **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 BLUMTHAL TO ACCEPT THE TREASURER’S REPORT FOR AUDIT. ALL SAID “AYE”, MOTION CARRIED UNANIMOUSLY.

- 3. Capital Budget Report
Caty Roland reviewed Capital Budget activity.

Andy Rousseau presented updates on several projects, including the Saline habitat enhancement in Crystal Lake Park, the installation for the gateway entrance at Meadowbrook Park, and design updates for the legacy circle at Meadowbrook Park.

B. Executive Director

Director Bartlett provided updates on several events and projects, including the UPD Senior Holiday banquet, climate change efforts, programming opportunities with the Urbana Free Library, the annual Turkey Trot event, collaborative development projects, TIF/Enterprise Zone meetings, the IAPD annual conference in January, the IAPD Legislative Breakfast in March, age-friendly programming efforts, sponsorship opportunities with the Urbana Parks Foundation, and health & wellness community outreach.

Judy Miller also provided an update on the School Tour program at the Anita Purves Nature Center and work being done to expand attendance and service.

C. President

- 1. Review of upcoming meeting agenda
There was no review of upcoming meetings.

D. Liaison Reports

- 1. Finance Study Group
Commissioner Digges noted that the Finance Study Group last met on November 1 to discuss the bond issue, Health & Wellness, and the 2020 grant schedule, and will meet again 12/13/19.

2. UPD Policy Study Group
Commissioner Blumthal stated that the UPD Policy Study Group last met in May and is working on setting up a meeting in January or February for further policy review.
3. Urbana Parks Foundation Representative
Commissioner Digges reviewed the Meadowbrook interpretive panel project, as well as discussed changes in the UPF Board make-up.
4. UPDAC Planning Study Group
Commissioner Cunningham noted that the UPDAC Planning Study Group last met in August and is looking forward to meeting again in January for further discussion and review of UPDAC bylaws.

VIII. **Old Business**

- A. Action to Adopt Ordinance 2019-13 Tax Levy Ordinance
COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO ADOPT ORDINANCE 2019-13, AN ORDINANCE PROVIDING FOR THE LEVYING, ASSESSMENT, AND COLLECTION OF TAXES FOR THE FISCAL YEAR 2020-2021 OF THE URBANA PARK DISTRICT. A ROLL CALL VOTE WAS TAKEN; ALL SAID "AYE."
- B. Consideration and Action on Ordinance 2019-12: An ordinance providing for the issue of approximately \$828,825 General Obligation Limited Tax Park Bonds, Series 2019B, of the District, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof
 1. Action to Award Low Bid
 2. Action on Bond Ordinance

See above.
- C. Action on any Old Business Removed from the Consent Agenda
There was no old business removed from the Consent Agenda.

IX. **New Business**

- A. Review and Accept the Annual Priority Projects Report to the Urbana Parks Foundation
Staff presented the Annual Priority Projects Report and noted that it was largely focused on the strategic planning pillars: Health & Wellness, Placemaking, "You Belong Here", and Trails & Connectivity.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO ACCEPT AND FORWARD THE 2020 ANNUAL PRIORITY PROJECTS REPORT TO THE URBANA PARKS FOUNDATION. ALL SAID "AYE", MOTION CARRIED.
- B. Resolution 2019-10 to Authorize Opening an Investment Account with IPDLAF+
Caty Roland presented details on short-term investment of the bond proceeds.

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO OPEN AN INVESTMENT ACCOUNT WITH IPDLAF+. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

- C. Action to Approve the 2020 Capital Improvement Budget, Capital Improvement Budget 2019A, and Revisions of the 2017, 2018, and 2019 Capital Improvement Budgets

Andy Rousseau presented details on the 2020 Capital Improvement budget, Capital Improvement Budget 2019A, and updates to 2017, 2018, 2019 Capital Budgets. These budgets include details on grants and donations, the Meadowbrook Park gateway, the James Room renovations, equipment, vehicles, updates to contingency budgets, master planning, health and wellness work, and additional Crystal Lake Park updates.

COMMISSIONER CUNNINGHAM MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO APPROVE THE 2020 CAPITAL IMPROVEMENT BUDGET, CAPITAL IMPROVEMENT BUDGET 2019A, AND REVISIONS OF THE 2017, 2018, AND 2019 CAPITAL IMPROVEMENT BUDGETS. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

- D. Action to Award “Take a Walk” Interactive Exhibit Project
Staff presented details on an updated exhibit for the Anita Purves Nature Center titled “Take a Walk”, which has a focus on natural areas management, watersheds, and history. Staff and Board discussed technology, the lifespan of the exhibit, the budget and funding for the exhibit, and installation timeline.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO AWARD THE BID OF \$74,872.50 FOR THE TAKE A WALK INTERACTIVE EXHIBIT PROJECT WITH A CONTINGENCY OF \$5,427.50 TO EIDSON STUDIOS OF BENTON, ARKANSAS. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

- E. Action to Accept the 2020 Annual Meeting Calendar
COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO ACCEPT THE 2020 ANNUAL MEETING CALENDAR FOR REGULAR BOARD MEETINGS, STUDY SESSIONS, JOINT MEETINGS, AND UPDAC MEETINGS. ALL SAID “AYE”, MOTION CARRIED.
- F. Review of 2019 Urbana Park District ADA Transition Plan – Completed Projects
Kara Dudek presented updates on the ADA Transition Plan and efforts throughout the District, including updates to 11 different parks or facilities. Updates included playgrounds, benches, parking, amenity access, and entrances.
- G. Review of 2019-2020 Urbana Park District Goals
Director Bartlett reviewed specific 2019-2020 Urbana Park District wide goals, including Capital Improvements, Events and Partnerships, Champaign-Urbana Special Recreation, Health & Wellness, the Kickapoo Rail Trail, the You Belong Here Campaign, Green Practices, Compensation Survey, University of Illinois collaborations, Athletics, and Safe Routes to School.
- H. Action on any New Business removed from Consent Agenda
There was no new business removed from the Consent Agenda.

X. Comments from Commissioners

There were no further comments from Commissioners.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO ADJOURN TO EXECUTIVE SESSION, PURSUANT TO 5 ILCS 120/2 (C)(5) TO DISCUSS THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE PUBLIC BODY. A ROLL CALL VOTE WAS TAKEN; ALL SAID "AYE." THE BOARD BEGAN EXECUTIVE SESSION AT 8:58 PM.

COMMISSIONER MADE A MOTION WITH A SECOND BY COMMISSIONER TO CONCLUDE THE EXECUTIVE SESSION. A ROLL CALL VOTE WAS TAKEN; ALL SAID "AYE." THE BOARD CONCLUDED THE EXECUTIVE SESSION AT 9:54 PM.

XI. Adjourn

Vice-President Delcomyn adjourned the Board Meeting at 9:55 PM.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: January 14, 2020