

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 MINUTES - REGULAR BOARD MEETING
 TUESDAY, JANUARY 14, 2020
 EXECUTIVE SESSION - 6:30 PM
 REGULAR BOARD MEETING - 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, January 14, 2020, 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;
 Mark Schultz, Public Information and Marketing Manager;
 Andy Rousseau, Project Manager;
 Joseph Schmidt, Aquatic Facilities Maintenance Supervisor;
 Matt Deering, Attorney;
 Allison Jones served as Recorder.

I. Call to Order

President Walker called the meeting to order at 6:30 PM.

A. Remote Attendance

There was no remote attendance requested.

II. Adjourn to Executive Session

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM, IN ACCORDANCE WITH SECTION 2, PART 'C', EXCEPTION #21 OF THE ILLINOIS OPEN MEETINGS ACT, TO ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSE OF THE SEMI-ANNUAL REVIEW OF EXECUTIVE SESSION MINUTES. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

The Board entered Executive Session at 6:34 PM.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO ADJOURN EXECUTIVE SESSION. ALL SAID "AYE", MOTION CARRIED.

The Board adjourned Executive Session at 6:46 PM.
President Walker called the Regular Board Meeting to order at 7:00 PM.

III. Reconvene Regular Board Meeting

A. Announce Determination to Release Executive Session Minutes and Destroy Recordings

President Walker announced the following:

1. Approve Executive Session Minutes
The Board has approved the minutes of the following Executive Sessions: 7/9/19 and 12/10/19.
2. Release all or part of Executive Session Minutes
The Board has conducted the required semi-annual review of the unreleased minutes of past executive sessions and concluded that the need for confidentiality still exists for all the unreleased minutes or portions of minutes except the following minutes or portions of minutes no longer require confidential treatment and can be made available for public inspection: 7/9/19 and 12/10/19, 1/8/19, and 10/9/18
3. Destroy recordings
The Board has authorized the destruction of the following Executive Session recordings: 2/13/18, 3/13/18, 3/27/18, 4/10/18, and 5/30/18.

IV. Accept Agenda

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO ACCEPT THE AGENDA AS PRESENTED WITH ADJUSTMENT OF BRINGING ITEM A. Action to Approve Resolution 2020-01 Authorizing Application for a Park and Recreational Facility Construction (PARC) Grant UNDER OLD BUSINESS DIRECTLY AFTER PUBLIC COMMENT. ALL SAID "AYE", MOTION CARRIED.

V. Public Comment

A. Public Comment

There were no comments from members of the public.

B. UPD New Staff Introductions

1. Jacob Bragg, Aquatics Maintenance Technician – Joseph Schmidt introduced Jacob Bragg.
2. Alexis Dick, Graphics and Marketing Specialist – Mark Schultz introduced Alexis Dick.

VI. Urbana Park District Advisory Committee (UPDAC) Report – No December Meeting/No Report

No report.

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Item A. Action to Approve Resolution 2020-01 Authorizing Application for a Park and Recreational Facility Construction (PARC) Grant

Staff from Farnsworth Group provided the Board with the latest design updates and cost/earning estimates for the proposed Health & Wellness facility.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO APPROVE RESOLUTION 2020-01 FOR THE PARC GRANT APPLICATION FOR THE URBANA INDOOR RECREATION & FITNESS CENTER. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

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VII. Consent Agenda

- A. Approval of the Minutes of the December 3, 2019 Study Session Meeting
- B. Approval of the Minutes of the December 5, 2019 Joint Board Meeting with Champaign Park District for Champaign-Urbana Special Recreation (CUSR)
- C. Approval of the Minutes of the December 10, 2019 Regular Board Meeting
- D. Monthly Reports
 - 1. Administration
 - 2. Planning/Operations
 - 3. Recreation
- E. Approval of the Monthly Paid Accounts Payable
- F. Approval of Commissioner Travel, Meal, and Lodging Expenses

COMMISSIONER CUNNINGHAM MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES 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, ALL SAID "AYE".

VIII. Reports

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

COMMISSIONER DELCOMYN 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 reviewed updates to the Capital Budgets.
Andy Rousseau reviewed multiple projects, including additional improvement at Crystal Lake Park, updates to Leal Park, and Saline River updates.
- B. Executive Director
Director Bartlett provided updates on several projects, including efforts on the Health & Wellness facility, grant updates, efforts in aquatics and gardening program areas, and upcoming events, including the Legislative Breakfast, hosted by CCFPD.

C. President

1. Review of upcoming meeting agenda

President Walker reviewed the upcoming meetings of UPDAC on 1/28/20, UPD Board Study Session on 2/4/20, and UPD Board Meeting on 2/11/20.

D. Liaison Reports

1. Finance Study Group

President Walker reported that the Finance Study Group last met on December 13, and financial information regarding the Health & Wellness facility will be presented at this regular Board Meeting.

2. UPD Policy Study Group

Commissioner Cunningham reported that the UPD Policy Study Group last met in May and is schedule to meet on March 3 for further policy review.

3. Urbana Parks Foundation Representative

There was no UPF report.

4. UPDAC Planning Study Group

Commissioner Cunningham noted that the UPDAC Planning Study Group last met in August to finalize topics through the first half of 2020 and will meet again soon.

IX. Old Business

A. Action to Approve Resolution 2020-01 Authorizing Application for a Park and Recreational Facility Construction (PARC) Grant

See above.

B. Action on any Old Business removed from Consent Agenda

There was no old business removed from the Consent Agenda.

X. New Business

A. Action to Approve Ordinance 2020-01 Revising the Personnel Manual of the Urbana Park District

Caty Roland provided an update to the revisions of the UPD Personnel Manual, which includes updates regarding the sexual harassment policy to be comply with updated laws.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO APPROVE ORDINANCE 2020-01 REVISING THE PERSONNEL MANUAL OF THE URBANA PARK DISTRICT. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

B. Action on any New Business removed from the Consent Agenda

There was no new business removed from the Consent Agenda.

XI. Comments from Commissioners

Commissioner Delcomyn inquired about accessible gardening at Victory Park, and staff noted there are plans in place to rebuild/replace the beds.

Commissioner Digges commented positively on the quick work by staff at the Meadowbrook farmhouse.

XII. Adjourn

President Walker adjourned the meeting at 8:59 pm.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: February 11, 2020