

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 MINUTES - REGULAR BOARD MEETING
 TUESDAY, MARCH 10, 2020
 6:30 PM EXECUTIVE SESSION
 7:00 PM BOARD MEETING
 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, March 10, 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;
 Allison Jones served as Recorder.

I. Call to Order

President Walker called the meeting to order at 6:34 PM.

A. Remote Attendance

There was no remote attendance requested at this time.

II. Adjourn to Executive Session

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM, TO ADJOURN TO EXECUTIVE SESSION, IN ACCORDANCE WITH SECTION 2, PART 'C', EXCEPTION #1 OF THE ILLINOIS OPEN MEETINGS ACT TO ADJOURN TO EXECUTIVE SESSION FOR THE LIMITED PURPOSE OF DISCUSSING THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

The Executive Session began at 6:39 PM.

III. **Reconvene Regular Board Meeting**

President Walker reconvened the regular meeting at 7:04 PM.

IV. **Accept Agenda**

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

V. **Public Comment**

A. Public Comment

There were no comments from members of the public.

B. UPD New Staff Introductions

There were no new staff introductions.

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

Jean Paley, UPDAC Chair, provided a written report on the February UPDAC meeting.

President Walker commented on the UPD tree census completed 13 years ago, and staff noted that it is continuously kept up to date.

VII. **Consent Agenda**

A. Approval of the Minutes of the February 4, 2020 Board Study Session Meeting

B. Approval of the Minutes of the February 11, 2020 Regular Board Meeting

C. Action to Accept the Philanthropy Report and Gifts Listed with Gratitude

D. Monthly Reports

1. Administration

2. Planning/Operations

3. Recreation

E. Approval of the Monthly Paid Accounts Payable

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DELCOMYN TO APPROVE ALL 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.

VIII. **Reports**

A. Financial Reports

1. Revenue and Expenditure Report

Caty Roland presented the Revenue and Expenditure Report.

2. Action on Treasurer's Report

Caty Roland presented the Treasurer's Report.

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

3. Capital Budget Report

Caty Roland noted changes to the Capital Budgets from 2019 and 2017.

Andy Rousseau presented updates in progress at Crystal Lake, Leal Park, and Blair Park.

B. Executive Director

1. COVID-19
2. Stone Creek Update
3. KRT Update
4. Legislative Conference

Director Bartlett provided updates on multiple project areas, including:

- Meeting to address vandalism at King Park
- Meeting with Norfolk Southern regarding the Kickapoo Rail Trail
- Read Across America event
- STEM Illinois program
- Stone Creek updates
- IAPD Legislative Breakfast
- CUSR theater programs
- Goose population reduction efforts

C. President

1. Review of upcoming meeting agenda

President Walker reviewed several upcoming meetings and events, including the Urbana Parks Foundation Dinner on 3/12, the UPDAC Meeting on 3/24, the Study Session on 4/7, and the Board Meeting on 4/14.

D. Liaison Reports

1. Finance Study Group

President Walker reported that the Finance Study Group met on March 6 to discuss several topics, all presented at tonight's Board meeting.

2. UPD Policy Study Group

Commissioner Blumthall reported that the UPD Policy Study Group last met on March 3 to discuss the Board Policy Manual changes coming before the Board for approval tonight.

3. Urbana Parks Foundation Representative

President Walker reported two new members joining the UPF Board.

4. UPDAC Planning Study Group

Commissioner Delcomyn noted that the UPDAC Planning Study Group would be meeting again soon to finalize topics for the last half of 2020.

IX. **Old Business**

- A. Action on any Old Business removed from the Consent Agenda

There was no old business removed from the Consent Agenda.

X. **New Business**

- A. Action on Ordinance 2020-02 Revising Chapter 7.00 of the Board Policy Manual
Caty Roland presented details on a policy change for the Board Policy Manual regarding the UPD investment policy to better align with new state law.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO REVISE CHAPTER 7.00 OF THE BOARD POLICY MANUAL AS AMMENDED. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

- B. Action on Ordinance 2020-03 Revising Chapter 6.00 of the Board Policy Manual
Caty Roland presented two proposed changes to the Board Policy Manual regarding banning balloon releases in parks and adjusting language regarding the security camera policy per the UPD attorney.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO REVISE CHAPTER 6.00 OF THE BOARD POLICY MANUAL. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

- C. Action on Personnel Policy Manual
Director Bartlett reviewed the need to adjust the personnel policy regarding the use of Acute Illness Leave in light of the coronavirus outbreak. He noted these changes would expire in 9 months.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DELCOMYN TO APPROVE A TEMPORARY ADJUSTMENT TO THE PERSONNEL POLICY MANUAL REGARDING THE ELIGIBLE USES OF ACUTE ILLNESS LEAVE AS AMMENDED. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

- D. Action on any New Business removed from Consent Agenda
There was no new business removed from the Consent Agenda.

XI. **Comments from Commissioners**

Commissioner Cunningham thanked staff for recent efforts on the art at King Park. President Walker noted that this is a period of great uncertainty with the coronavirus, and changes to operations may be made quickly for the safety of the community.

XII. **Adjourn**

President Walker adjourned the meeting at 8:26 PM.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: April 14, 2020