



It is the mission of the Urbana Park District to:

- Improve the quality of life of its citizens through a responsive, efficient, and creative park and recreation system,

- Pursue excellence in a variety of programs, parks and special facilities that contribute to the attractiveness of neighborhoods, conservation of the environment and the overall health of the community.

**NOTICE AND AGENDA OF MEETING
URBANA PARK DISTRICT BOARD OF COMMISSIONERS**

ANNUAL BOARD MEETING

AND

REGULAR BOARD MEETING

TUESDAY, MAY 12, 2020

7:00 PM

REMOTE MEETING VIA ZOOM

VIDEO LINK: <https://us02web.zoom.us/j/81469474163>

PHONE NUMBER: (312) 626-6799

MEETING ID: 814 6947 4163

PASSWORD: 294232

ANNUAL BOARD MEETING AGENDA

An Annual Board Meeting must be held every year. The purpose of this meeting is to swear in newly appointed Commissioners (during election years) and to make appointments required by state law and the Urbana Park District Code.

I. Call to Order – Annual Board Meeting

A. Remote Attendance

The Board is suspending the usual Remote Attendance Policy, and will allow all board members to attend this meeting remotely, pursuant to State Executive Order 2020-07, which temporarily suspends the remote attendance requirements of the Open Meetings Act through May 30, 2020, due to the COVID-19 pandemic.

II. Election of Officers

The Board will elect a President and Vice President.

III. Appointments

The Board will make the following appointments.

A. Action to Appoint Secretary, Assistant Secretary, Treasurer, Attorney, Recorder, Auditor

B. Action to Appoint a Commissioner to the Urbana Parks Foundation

C. Action to Appoint Commissioner(s) as UPDAC Representative(s)

D. Action to Appoint a Representative to Urbana TIF Joint Review Board

IV. Adjourn the Annual Board Meeting

REGULAR BOARD MEETING AGENDA

I. Call to Order

A. Remote Attendance

The Board is suspending the usual Remote Attendance Policy, and will allow all board members to attend this meeting remotely, pursuant to State Executive Order 2020-07, which temporarily suspends the remote attendance requirements of the Open Meetings Act through May 30, 2020, due to the COVID-19 pandemic.

II. Accept Agenda

III. Public Comment

Any member of the public may make a brief statement at this time within the public participation rules of the Board. Please see the attached documents for details regarding attendance and public comment via Zoom.

A. Public Comment

B. UPD New Staff Introductions

IV. Urbana Park District Advisory Committee (UPDAC) Report

UPDAC is an advisory committee appointed by the Board of Commissioners. The members of UPDAC are appointed for staggered three-year terms.

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 Board Meeting.

A. Approval of the Minutes of the April 7, 2020 Board Study Session

B. Approval of the Minutes of the April 14, 2020 Regular Board Meeting

C. 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, Grounds, Aquatics)

3. Recreation (Museum, Aquatics, Athletics, Community Programs, Public Information/Marketing, Champaign-Urbana Special Recreation—CUSR)

D. Approval of the Monthly Paid Accounts Payable

These reports are available for review by each Commissioner.

E. Action to Accept 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.

F. Action on Resolution 2020-03 to Appoint UPD FOIA Officers

These are routine annual appointments.

G. Action on Resolution 2020-04 to Appoint UPD OMA Representatives

These are routine annual appointments.

H. Action on Resolution 2020-05 to Appoint UPD ADA Coordinator

This is a routine annual appointment.

I. Action on Annual Appointments and Assignments

These are routine annual appointments.

Action on any item removed from the Consent Agenda will be taken during Old or New Business as appropriate.

VI. Reports

A. Financial Reports

1. Revenue and Expenditure Report
2. Action on Treasurer's Report
3. Capital Budget Report

B. Executive Director

This is an opportunity for the Executive Director to provide special information to the Commissioners.

C. President

This is an opportunity for the President to make a comment.

1. Review of upcoming meeting agenda

D. Liaison Reports

1. Finance Study Group

Meets as needed to discuss financial matters of the District.

2. UPD Policy Study Group

Meets as needed to discuss policy matters of the District.

3. Urbana Parks Foundation Representative

Reports on Park Foundation activities.

4. UPDAC Planning Study Group

Meets as needed to coordinate and enhance Board-UPDAC activities and communication.

VII. Old Business

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

VIII. New Business

- A. Action on Illinois Department of Natural Resources (IDNR) Charity Harvest Permit Application
- B. Action on Resolution 2020-06 Authorizing an IDNR Public Museum Capital Grant Application
- C. Action to Award Crystal Lake Park Rehabilitation Project
- D. Review of Draft Lease Agreement with Urbana-Champaign Sanitary District
- E. Action on any New Business removed from the Consent Agenda

IX. Comments from Commissioners

X. Adjourn

Note: The Meeting Agenda and Supporting Materials are on the UPD website at <http://www.urbanaparks.org/documents/index.html>.

Public Input for Urbana Park District Regular Board Meeting (Tuesday, May 12, 2020)

MEETING ID: 814 6947 4163

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Anyone can attend the meeting virtually via Zoom. Any member of the public may make a brief statement during the Public Comment portion of the agenda. Per Board rules, comments will have a 2-minute time limit. The Board typically accepts comments but neither the Board nor staff will respond to individual comments during the meeting.

You will be able to use a phone to call in:

- Join by calling (312) 626-6799.
- Callers will then be asked to enter the Meeting ID number followed by the # key. The Meeting ID number is 814 6947 4163.
- Enter meeting password 294232, followed by the # key.
- We ask that you please mute yourself until the time for public comment.
- You can toggle between mute and unmute by dialing *6.

You will be able to use a computer to address the Urbana Park District Board using Zoom:

- Make sure you have a microphone on your computer if you wish to speak. Please identify yourself for the record if you do speak.
- You do not need to install software to use Zoom. You can click “Join from your browser.” It appears that Zoom prefers for users to download and install their meeting client software on your computer. Use whichever option you are most comfortable with, and note it may be browser-specific.
- You should see the meeting video stream through Zoom and hear people talking. The link to join by computer is:

<https://us02web.zoom.us/j/81469474163?pwd=Qk5XUktuN09OaFIYSFJqT043aDUwQT09>

- If you do not want to be seen, please turn off your webcam video feed as everyone connected will be able to see you and your background.
- This Zoom session will be recorded as part of the record.
- We ask that you please mute yourself until the time for public comment.
- We will not be using the Chat or Participant windows for this meeting.
- You can find tutorials and help information here: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>.

If you are unable to call or video in to the Zoom Meeting, or would prefer to write in, public input can also be received before the meeting via email. Please submit your comments via email by 7:00 pm to tabartlett@urbanaparks.org – these will be read per Urbana Park District Board rules and time limits.

This is a work in progress, and we ask your patience as we navigate this difficult situation.