



*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  
REGULAR BOARD MEETING  
TUESDAY, JULY 14, 2020  
7:00 PM**

**REMOTE MEETING VIA ZOOM**

VIDEO: <https://us02web.zoom.us/j/89342657809>

PHONE: (312) 626-6799

MEETING ID: 893 4265 7809

PASSWORD: 068871

**I. Call to Order**

A. Remote Attendance

*The Board is suspending the usual Remote Attendance Policy, and is allowing all commissioners to attend remotely pursuant Illinois Public Act 101-0640. Though commissioners will be conducting the meeting remotely, the regular meeting location (Urbana Park District Planning and Operations Facility at 1011 E. Kerr Avenue, Urbana, IL 61802) will be open to the public.*

**II. Accept Agenda**

**III. Public Hearing on Ordinance 2020-07 FY 2020-2021 Combined Budget and Appropriation**

*Per state law, a public hearing on the proposed Budget and Appropriation must be held prior to adopting the ordinance. Notice of the public hearing was made in a newspaper advertisement. The Combined Budget and Appropriation Ordinance has been available at Darius E. Phebus Administration Building and on the UPD website for public review for at least 30 days prior to the hearing.*

**IV. 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 document for details regarding attendance and public comment via Zoom.*

A. Public Comment

B. UPD New Staff Introductions

**V. Appointments – 2020-2021 UPDAC Class**

*UPDAC is an advisory committee appointed by the Board of Commissioners. Each year the Board appoints representatives to UPDAC for staggered three-year terms to begin service in August. Board members were asked to contact UPDAC nominees, and their confirmation is pending*

*upon board contact and affirmation to serve. Unconfirmed nominees may be confirmed at future board meetings.*

**VI. 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.*

**VII. 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 June 2, 2020 Board Study Session
- B. Approval of the Minutes of the June 9, 2020 Regular Board Meeting
- C. Action to Accept the 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.*
- D. Monthly Reports  
*These are the 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 (Aquatics, Athletics, Community Programs, Museum, Public Information/Marketing, Champaign-Urbana Special Recreation – CUSR)
- E. Approval of the Monthly Paid Accounts Payable  
*This report is available for review by each Commissioner.*
- F. Action on Resolution 2020-07 to Enter into a Tenant Lease Agreement for 2808 S. Race St.

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

**VIII. Reports**

- A. Financial Reports  
*These are financial reports that are reviewed by the board each month. The board must take action to accept the Treasurer's Report.*
  - 1. Revenue & 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. 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*

**IX. Old Business**

A. Receive FY 2020-2021 Budget Book

B. Action on Ordinance 2020-07 FY 2020-2021 Combined Budget and Appropriation Ordinance  
*Per state law, the annual Combined Budget and Appropriation Ordinance must be approved and passed before the end of the first quarter of the fiscal year. This action appropriates the monies that are necessary to cover the projected expenses and liabilities the District may incur during the fiscal year.*

C. Action on any Old Business removed from Consent Agenda

**X. New Business**

A. Action to Approve Purchase Agreement for “Molecular Reflection”

B. Action to Accept Proposal for Professional Fundraising Services

C. Action to Approve Amendment #1 to Saline Habitat Project Intergovernmental Agreement

D. Action on any New Business removed from Consent Agenda

**XI. Comments from Commissioners**

**XII. Adjourn**

Note: The Meeting Agenda and Supporting Materials are on the UPD website at <http://www.urbanaparks.org/documents/index.html>; choose the “Public Meetings” category and search for the meeting information you wish to download.

## Public Input for Urbana Park District Regular Board Meeting (Tuesday, July 14, 2020)

**MEETING ID: 893 4265 7809**

**PASSWORD: 068871**

Anyone can attend the meeting virtually via Zoom. The regular meeting location at 1011 E. Kerr Avenue, Urbana, IL will also be open for public attendance and comment, though the meeting itself will be conducted remotely. 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 two minute time limit. The Board 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 893 4265 7809.
- Enter meeting password 068871, 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 see the meeting video stream through Zoom and hear people talking. The link to join by computer is:  
<https://us02web.zoom.us/j/89342657809?pwd=V1JlVzhSTENTbTlMOEg4VmpFcGc2dz09>
- 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](mailto:tabartlett@urbanaparks.org) – these will be read per Urbana Park District Board rules and time limits.