

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
MINUTES - REGULAR BOARD MEETING
TUESDAY, JUNE 9, 2020
7:00 PM
REMOTE MEETING VIA ZOOM**

A regular meeting of the Urbana Park District Board of Commissioners was held Tuesday, June 9, 2020 online via Zoom 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;
Ellen Kirsanoff, Development Manager;
Derek Liebert, Superintendent of Planning and Operations;
Andy Rousseau, Project Manager;
Allison Jones served as Recorder.

I. Call to Order

President Walker called the meeting to order at 7:04 PM.

A. Remote Attendance

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO TEMPORARILY SUSPEND THE URBANA PARK DISTRICT’S REMOTE ATTENDANCE POLICY PURSUANT TO STATE EXECUTIVE ORDER 2020-39, WHICH SUSPENDS THE REMOTE ATTENDANCE REQUIREMENTS OF THE OPEN MEETINGS ACT THROUGH JUNE 27, 2020, AND ALLOW ALL COMMISSIONERS TO ATTEND THIS MEETING REMOTELY. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”

II. Accept Agenda

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO ACCEPT THE AGENDA AS PRESENTED. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”

III. Public Comment

- A. Public Comment
President Walker made a statement regarding inclusion and serving underrepresented communities.
- B. UPD New Staff Introductions
There were no new staff introductions.

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

Ellen Kirsanoff presented information on the two proposed new UPDAC members.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO APPROVE THE FOLLOWING CANDIDATES TO SERVE 3-YEAR TERMS AS PART OF THE 2020-2021 CLASS FOR THE URBANA PARK DISTRICT ADVISORY COMMITTEE (UPDAC). THE CANDIDATES ARE: Gary Ambler AND Ashley Price. ALL SAID “AYE,” MOTION CARRIED.

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

Jean Paley, UPDAC Chair, provided a written report. Commissioner Delcomyn noted that not many UPDAC members were aware of the SPLASH program, so it was a very educational meeting, and that there was a lot of discussion about the goose issue.

VI. **Consent Agenda**

- A. Approval of the Minutes of the May 5, 2020 Board Study Session
- B. Approval of the Minutes of the May 12, 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
- F. Approval of Ordinance 2020-08 Authorizing the Disposal/Sale of Personal Property

COMMISSIONER DELCOMYN 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.”

VII. **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. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”

3. Capital Budget Report

Caty Roland reviewed capital budget spending, and Andy Rousseau provided updates on specific projects, including work at Crystal Lake Park, the indoor and outdoor pools, and the Saline Branch restorations.

B. Executive Director

Director Bartlett presented updates on several projects, including:

- * New Illinois law relating to operations during the pandemic
- * UPD efforts dealing with COVID-19, including new and different program ideas, facility work, and anticipating future needs and changes
- * Sculpture donation
- * Design and construction updates for the Wandell Council Ring
- * 2019-2020 Annual Audit updates
- * Kickapoo Rail Trail friends group efforts on trail connectivity
- * University of Illinois Arboretum annual meeting
- * City of Urbana Annexation updates
- * Urbana Parks Foundation fundraising staffer position

C. President

1. Review of upcoming meeting agenda

President Walker noted that there will be no Study Session in July, but there will be a regular Board Meeting on 7/14/20.

D. Liaison Reports

1. Finance Study Group

President Walker stated that the Finance Study Group last met on May 29 to discuss COVID-19 financial impacts, upcoming grant programs and schedules, and major capital projects and will meet again on June 26.

2. UPD Policy Study Group

Commissioner Blumthal stated that the UPD Policy Study Group last met in March to review policy changes.

3. Urbana Parks Foundation Representative

Commissioner Digges noted that there was no UPF meeting for June.

4. UPDAC Planning Study Group

Commissioner Cunningham noted that the UPDAC Planning Study Group plans to meet in June to finalize meeting topics through the rest of the year.

VIII. **Old Business**

A. Receive DRAFT Ordinance 2020-07 to Adopt the FY 2020-2021 Combined Budget and Appropriation Ordinance

Caty Roland presented the draft Budget and Appropriation ordinance and noted that no major changes would be expected before the final approval in July, though future projects will likely change in light of the pandemic.

B. Action to Approve Lease Agreement with Urbana-Champaign Sanitary District

Director Bartlett presented the final consolidated lease agreement with the Urbana-Champaign Sanitary District for a joint agreement on all leased properties, including AMBUCS Park, Hickory Street storage site, and the Perkins Road Park. He noted this agreement has been reviewed by UPD's legal counsel and approved by the UCSD Board last month. He also commented on the positive relationship between UPD and UCSD.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO APPROVE THE LEASE AGREEMENT WITH THE URBANA-CHAMPAIGN SANITARY DISTRICT. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

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

IX. New Business

- A. Review of Draft District Goals for FY 2020-2021

Director Bartlett presented the FY 2020-2021 draft District Goals. He noted that the goals are in a new format, feedback is welcome and encouraged, and that no action is needed at this time. Board and staff discussed multiple points to clarify/incorporate updates with an emphasis on the "You Belong Here" campaign.

- B. Action on Resolution 2020-06 to Accept the FY 2020-2021 CUSR Budget

Staff presented the FY 2020-2021 CUSR Budget, reviewed CUSR programming and outreach efforts in light of the pandemic, and provided CUSR facility updates.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO APPROVE RESOLUTION 2020-06 TO ACCEPT THE FY 2020-2021 CUSR BUDGET. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

- C. Action to Approve Preservation Covenant for Leal Park

Andy Rousseau and Derek Liebert provided updates on the Preservation Covenant required by the state of Illinois for Leal Park. They noted that this covenant does not restrict future UPD improvements to the site but serves to ensure an archeological review would occur prior to groundwork. Staff also noted that the master plan for Leal Park is ready to be updated.

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER DELCOMYN TO APPROVE THE PRESERVATION COVENANT AND MOVE TO FILE WITH THE DEED TO THE PROPERTY. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

- D. Action to Approve Intergovernmental Agreement with Urbana-Champaign Sanitary District for the Crystal Lake Park Interceptor Crossing

Andy Rousseau provided information about updates to the Sanitary District bridge within Crystal Lake Park. He noted these changes will include manhole access, bridgework, and aesthetic improvements, all of which will be funded by the Urbana-Champaign Sanitary District.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO APPROVE THE INTERGOVERNMENTAL AGREEMENT WITH THE URBANA-CHAMPAIGN SANITARY DISTRICT FOR IMPROVEMENTS TO THE SEWER INTERCEPTOR CROSSING LOCATED AT CRYSTAL LAKE PARK. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

- E. Action to Award Design Services for Blair Park OSLAD Development Project
Andy Rousseau presented the design elements for updates at Blair Park, including a new connecting path, playground, challenge course, half-court basketball court, picnic area, accessibility improvements, and technology game wall. He reviewed the spring 2021 timeline for construction and noted that state grant funding is involved.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO AWARD DESIGN SERVICES FOR THE BLAIR PARK OSLAD DEVELOPMENT PROJECT FOR \$81,600 AND A DESIGN CONTINGENCY IN THE AMOUNT OF \$12,240 TO UPLAND DESIGN LTD. OF PLAINFIELD, IL, PENDING STATE EXECUTED GRANT CONTRACT. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

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

X. **Comments from Commissioners**

Commissioner Cunningham inquired about rentals, restrictions, and modifications at the Anita Purves Nature Center and Busey Woods in regards to the pandemic.

The Board and staff discussed how to keep social distancing efforts maximized at public parks and how to model best behaviors.

XI. **Adjourn**

President Walker adjourned the meeting at 9:24 PM.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: July 14, 2020