

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS**  
**MINUTES - REGULAR BOARD MEETING**  
**TUESDAY, JULY 14, 2020**  
**7:00 PM**  
**REMOTE MEETING VIA ZOOM**

A regular meeting of the Urbana Park District Board of Commissioners was held Tuesday, July 14, 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 DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO TEMPORARILY SUSPEND THE URBANA PARK DISTRICT'S REMOTE ATTENDANCE POLICY PURSUANT TO ILLINOIS PUBLIC ACT 101-0640, 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 DIGGES TO ACCEPT THE AGENDA AS PRESENTED. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."**

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

President Walker opened the hearing on Ordinance 2020-07 at 7:06 PM.

There were no comments from members of the public.

President Walker closed the hearing at 7:07 PM.

**IV. Public Comment**

A. Public Comment

There was no comments from members of the public.

B. UPD New Staff Introductions

There were no new staff introductions.

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

Ellen Kirsanoff presented information on a new proposed UPDAC member.

**COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO APPROVE THE FOLLOWING CANDIDATES TO SERVE 3-YEAR TERMS AS PART OF THE 2020-2021 UPDAC CLASS FOR THE URBANA PARK DISTRICT ADVISORY COMMITTEE (UPDAC). THE CANDIDATES ARE: Jonville Chenoweth. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”**

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

There was no UPDAC report.

**VII. Consent Agenda**

- 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
- D. Monthly Reports
  - 1. Administration
  - 2. Planning/Operations
  - 3. Recreation
- E. Approval of the Monthly Paid Accounts Payable
- F. Action on Resolution 2020-07 to Enter into a Tenant Lease Agreement for 2808 S. Race St.

**COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DELCOMYN 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, including estimated revisions due to pandemic cancellations/restrictions.

2. Action on Treasurer’s Report

Caty Roland presented the Treasurer’s Report.

**COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO ACCEPT THE TREASURER’S REPORT FOR AUDIT. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”**

### 3. Capital Budget Report

Caty Roland presented Capital Budget overviews, including spending on hazard tree work, tributes and donations, the Saline Creek project, path/trail work, and indoor pool projects.

Andy Rousseau presented updates on several large Capital Projects, including Crystal Lake rehabilitation, Leal Park updates, and Urvana. Corky Emberson presented updates on the program thus far of the Urvana vehicle.

#### B. Executive Director

Director Bartlett provided updates on multiple projects, including:

- Staff effort on budgeting and goals
- Crystal Lake Park updates
- Pandemic updates and collaboration with other local agencies
- Kickapoo Rail Trail meeting

Next, the Board and staff discussed collaborations with other agencies, potential future fall programming, and staff protections.

#### C. President

##### 1. Review of upcoming meeting agenda

President Walker reviewed the upcoming August Study Session on 8/4 and Board Meeting 8/11.

#### D. Liaison Reports

##### 1. Finance Study Group

President Walker noted that the next Finance Study Group has been discussing the many impacts of the COVID-19 pandemic, and the next meeting will be on August 7.

##### 2. Policy Study Group

There was no report from the Policy Study Group.

##### 3. Urbana Parks Foundation Representative

Commissioner Digges noted that the Urbana Parks Foundation met the previous day, and they discussed and reviewed a new member, as well as the status of future events.

##### 4. UPDAC Planning Study Group

Commissioner Delcomyn noted that the UPDAC Planning Study Group met in June and made plans and brainstormed ideas for the rest of the year.

### IX. Old Business

#### A. Receive FY 2020-2021 Budget Book

Director Bartlett provided an overview of the Budget Book sections for FY 2020-2021, including You Belong Here, Placemaking, Operational Excellence, Health & Wellness.

#### B. Action on Ordinance 2020-07 FY 2020-2021 Combined Budget and Appropriation Ordinance

Staff presented the 2020-2021 Combined Budget and Appropriation Ordinance for the Board's final review.

**COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO APPROVE ORDINANCE 2020-07 THE COMBINED BUDGET AND APPROPRIATION ORDINANCE. 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.

**X. New Business**

- A. Action to Approve Purchase Agreement for "Molecular Reflection"  
Director Bartlett presented the process and agreement for purchase for the "Molecular Reflection" sculpture.

**COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO APPROVE PURCHASE AGREEMENT FOR "MOLECULAR REFLECTION". A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."**

- B. Action to Accept Proposal for Professional Fundraising Services  
Director Bartlett presented information on the need and process for hiring a professional fundraising group for the Health & Wellness facility.

**COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DELCOMYN TO ACCEPT THE PROPOSAL FROM CCS FUNDRAISING FOR \$45,000 WITH \$5,000 FOR EXPENDABLES AND AN ASSIGNED CONTINGENCY NOT TO EXCEED \$15,000 FOR FUNDRAISING SUPPORT SERVICES FOR THE PROPOSED URBANA PARK DISTRICT HEALTH & WELLNESS FACILITY. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."**

- C. Action to Approve Amendment #1 to Saline Habitat Project Intergovernmental Agreement  
Andy Rousseau provided an update on the Saline Habitat Project Intergovernmental Agreement, which focused on additional available funding through the USFWS. He noted that amendments were made for new features, including new rock structures, more invasive species removal, and reseeding and maintenance. He also reviewed the timeline for a likely fall construction schedule.

**COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO APPROVE THE FIRST AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE ILLINOIS DEPARTMENT OF NATURAL RESOURCES AND THE URBANA PARK DISTRICT FOR THE STREAM RESTORATION AND RE-VEGETATION CONSTRUCTION COORDINATION PROJECT AT CRYSTAL LAKE PARK. 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**

The Board recognized the difficult conditions for staff regarding the covid-19 pandemic and thanked them for their hard work.

**XII. Adjourn**

President Walker adjourned the meeting at 9:09 PM.

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Michael W. Walker, President

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Timothy A. Bartlett, Secretary

(Seal)

Date Approved: August 11, 2020