

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
MINUTES – BOARD STUDY SESSION
TUESDAY, AUGUST 4, 2020
6:30 PM-8:00 PM
ONLINE VIA ZOOM**

The study session meeting of the Urbana Park District Board of Commissioners was held Tuesday, August 4, 2020 online via Zoom at 6:30 pm. 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.

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;
Derek Liebert, Planning and Operations Superintendent;
Corky Emberson, Recreation Superintendent;
Caty Roland, Business Manager;
Kyle Mills, Athletics Supervisor;
Judy Miller, Environmental Program Manager;
Elsie Hedgspeth, Outreach and Wellness Manager;
Leslie Radice, Aquatics Manager;
March Schultz, Public Information and Marketing Manager;
Janet Soesbe, Community Program Manager;
Grace Tissier, CUSR Manager;
Allison Jones served as Recorder.

I. Call to Order and Introductions

President Walker called the meeting to order at 6:35 PM.

A. Remote Attendance

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DELCOMYN 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 DELCOMYN 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

Steve Miller commented in support of skate parks.

IV. Discussion

A. COVID-19 Updates

Director Bartlett presented information on a re-opening plan for UPD programs and facilities. He noted that staff are working hard on communication with the public about safety standards. He stated that outdoor renovation work continues at Crystal Lake Park, among other locations.

Caty Roland presented details on the Return to Work Guidelines and updated UPD policies in regards to staffing. She noted that some staff continue to work from home and some are in the offices when possible. She also reviewed the UPD paid sick leave policy, health and safety procedures, telework options, and promoting health and safety for staff on and off duty.

Staff and Board discussed how best to manage rentals to comply with state requirements and safety standards, including liability, contact tracing, de-escalation, and students returning to the community.

Next, staff from different UPD departments presented details on programming and work during shut down, as well as future programming and meeting community needs, with an emphasis on safety. Staff reviewed community programs, fitness programs, dog park usage, safety measures including health screenings and social distancing, cleaning protocols in facilities, and future programming. Next, staff reviewed nature programs, staff training and networking, cleaning procedures and challenges with hands-on exhibits, school programming, and virtual programming. The athletics department reviewed facility information and programming options. Staff then reviewed aquatics information, including specialty cleaning standards and health screenings, facility management for social distancing, and the process for signing up for swim time. Next, CUSR staff reviewed the virtual programming they were able to provide, as well as the limited in-person programming that will be starting in the next few months. Finally, the marking staff reviewed communication efforts with the public, promoting virtual programming, and the future of the program guide for the fall.

Next, Board and staff discussed collaboration with the Urbana School District regarding facility use and programming.

V. Comments from Commissioners

Commissioner Delcomyn commented on the effort to create programming during the COVID lock down, despite the challenges.

VI. Adjourn

President Walker adjourned the meeting at 8:56 PM.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: September 8, 2020