

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS  
MINUTES - REGULAR BOARD MEETING  
TUESDAY, AUGUST 11, 2020  
7:00 PM  
ONLINE VIA ZOOM**

A regular meeting of the Urbana Park District Board of Commissioners was held Tuesday, August 11, 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;  
Andy Rousseau, Project Manager;  
Derek Liebert, Superintendent of Planning and Operations;  
Jonville Chenoweth, UPDAC;  
Allison Jones served as Recorder.

**I. Call to Order**

President Walker called the meeting to order at 7:02 PM.

A. Remote Attendance

**COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM 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 DIGGES 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

There were no comments from members of the public.

B. UPD New Staff Introductions

There were no new staff introductions.

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

Commissioner Delcomyn noted that there was no UPDAC meeting in July.

V. **Consent Agenda**

A. Approval of the Minutes of the July 14, 2020 Regular Board Meeting

B. Monthly Reports

1. Administration
2. Planning & Operations
3. Recreation

C. Action to Accept the Philanthropy Report and Gifts Listed with Gratitude

D. Approval of the Monthly Paid Accounts Payable

Commissioner Delcomyn requested the removal of the Administration Monthly Report.

**COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO APPROVE ALL 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."**

Commissioner Delcomyn questioned the criteria for the proposal to plant a tree in honor of outgoing UPDAC members. Director Bartlett proposed this as a topic at the next UPDAC Planning Group Meeting.

**COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO APPROVE THE ADMINISTRATION MONTHLY REPORT. A ROLL CALL VOTE WAS TAKEN; ALL SAID "AYE."**

VI. **Reports**

A. Financial Reports

1. Revenue & Expenditure Report

Caty Roland presented the Revenue & Expenditure Report. She noted that the biggest difference in the budget at this point compared to last year is decreased revenue income, due to pandemic closures. She also noted that new budget projections would be presented to the Board in September, due to changes from the pandemic.

2. Action on Treasurer's Report

Caty Roland presented the Treasurer's Report for review.

**COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO ACCEPT THE TREASURER'S REPORT FOR AUDIT. A ROLL CALL VOTE WAS TAKEN; ALL SAID "AYE."**

3. Capital Budget Report

Caty Roland reviewed changes to the 2016 – 2020 Capital Budgets.

Andy Rousseau commented on delay in vehicle purchases due to pandemic related supply issues. He also provided updates on Crystal Lake Park renovations. Next, he reviewed updates on Leal Park renovations, including the pathways and parking lot.

B. Executive Director

Director Bartlett provided updates on several projects and efforts, including:

- Updates at Crystal Lake Park and Leal Park
- New art sculpture acquisitions
- Local arts programming
- Fundraising efforts for the Health & Wellness facility
- Future skate park opportunities and collaborations
- Collaborations with the Master Naturalist program as a site host for their native plant sale

C. President

1. Review of upcoming meeting agenda

President Walker noted that there will be a Special Board Meeting with Executive Session later in August, as well as a 9/1 Study Session and 9/8 Regular Board Meeting.

D. Liaison Reports

1. Finance Study Group

President Walker noted that the Finance Study Group meeting was rescheduled to August 28.

2. UPD Policy Study Group

There was no report for the UPD Policy Study Group.

3. Urbana Parks Foundation Representative

Commissioner Digges reported that the Urbana Parks Foundation met on August 10 to admit two new members and discuss the Foundation's role in fundraising for the Health & Wellness facility.

4. UPDAC Planning Study Group

Commissioner Delcomyn noted that the UPDAC Planning Study Group would meet soon to discuss the tree-planting program.

VII. **Old Business**

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

There was no old business removed from the Consent Agenda.

VIII. **New Business**

A. Action to Approve an Intergovernmental Agreement for Facility Use with Urbana School District #116

There was no proposal presented and no action taken on this topic.

B. Action to Award CLPFAC Exterior Wood Resealing Project

Andy Rousseau provided updates on the exterior wood resealing project at CLPFAC. He noted that multiple options were explored, and presented the low bid winner.

**COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO AWARD THE CRYSTAL LAKE PARK AQUATIC CENTER EXTERIOR WOOD RESEALING PROJECT IN THE AMOUNT OF \$30,300 AND A CONTINGENCY OF \$4,545 TO BROEREN RUSSO BUILDERS, INC. OF CHAMPAIGN, IL. A ROLL CALL VOTE WAS TAKEN; ALL SAID "AYE."**

President Walker also commented on the discoloration of the slides at the CLPFAC, and staff discussed repair options.

C. Action on any New Business removed from Consent Agenda

There was no additional new business removed from the Consent Agenda.

IX. **Comments from Commissioners**

President Walker commented positively on the renovations happening in Crystal Lake Park.

X. **Adjourn**

President Walker adjourned the meeting at 8:13 PM.

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Michael W. Walker, President

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Timothy A. Bartlett, Secretary

(Seal)

Date Approved: September 8, 2020