



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, OCTOBER 13, 2020
7:00 PM**

REMOTE MEETING VIA ZOOM

VIDEO: <https://us02web.zoom.us/j/84254469931>

PHONE: (312) 626-6799

MEETING ID: 842 5446 9931

PASSWORD: 010935

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 to 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 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

C. APA-IL Strategic Plan Award

IV. 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.

V. 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 September 1, 2020 Board Study Session
- B. Approval of the Minutes of the September 8, 2020 Regular Board Meeting
- C. Approval of the Minutes of the September 17, 2020 Special Board Meeting
- D. Monthly Reports

These are 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 (Museum, Aquatics, Athletics, Community Programs, Public Information/Marketing, Champaign-Urbana Special Recreation–CUSR)

- D. Approval of the Monthly Paid Accounts Payable

This report is available for review by each Commissioner

- E. 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.

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

VI. 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
- 4. 2020 Annual GO Bond Sale Information

- B. Executive Director

This is an opportunity for the Executive Director to provide special information to the Commissioners.

- 1. "You Belong Here" Report
- 2. Other UPD Updates

- 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. UPD 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.

VII. Old Business

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

VIII. New Business

- A. Review of and Action to Accept 2020 Comprehensive Annual Financial Report (2020 CAFR)
The annual audit must be completed, recorded and filed with the Champaign County Clerk and the Illinois Comptroller. The Urbana Park District also submits its annual audit for review by the Government Finance Officers Association (GFOA).
- B. Action on Resolution 2020-10 Determining Amount to be Raised by Taxation
The Board will review various tax levy options and take action on a resolution determining the amount to be raised by taxation.
- C. Review of Preliminary 2021 Capital Improvement Budget
- D. Action on Personnel Policy Manual
- E. Action to Approve Ordinance 2020-09 Authorizing the Sale/Disposal of Personal Property
Per state law, any property no longer required for district business must be declared as surplus and disposed of in a manner stipulated by Board policy.
- F. Action to Approve Resolution 2020-09 for Illinois Transportation Enhancement Program Application for the Broadway Avenue Multiuse Path and Pedestrian Bridge Project
- G. Action on any New Business removed from Consent Agenda

IX. Comments from Commissioners

X. 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, October 13, 2020)

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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 842 5446 9931.
- Enter meeting password 010935, 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/84254469931?pwd=Znd4K2EyRC92SDgzNHdtYWVvYjJLQT09>
- 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 – these will be read per Urbana Park District Board rules and time limits.