

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS**  
**MINUTES – BOARD STUDY SESSION**  
**TUESDAY, FEBRUARY 2, 2021**  
**6:30 PM-8:00 PM**  
**ONLINE VIA ZOOM**  
**URBANA, ILLINOIS 61802**

The study session meeting of the Urbana Park District Board of Commissioners was held Tuesday, February 2, 2021 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, Superintendent of Recreation;  
Caty Roland, Superintendent of Business Services;  
Derek Liebert, Superintendent of Planning and Operations;  
Alex Ivanova, Human Resource Manager;  
Kara Dudek, Park Planner;  
Savannah Donovan, Environmental Public Program Coordinator;  
Laura Hastings, UPDAC chair;  
Rachel Skaggs, GovHR;  
Allison Jones served as Recorder.

**I. Call to Order**

President Walker called the meeting to order at 6:33 PM.

A. Remote Attendance

**COMMISSIONER DELCOMYN 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**

There were no comments from members of the public.

**IV. Discussion**

**A. Draft GovHR Compensation Study**

Alex Ivanova presented background on the draft Compensation Study for the Urbana Park District, including review of compensation levels, staff classification, and staff input on the process.

Rachel Skaggs with GovHR continued the review of the draft Urbana Park District Classification and Compensation Study, including GovHR's background, scope of work, the current Compensation Plan, benefits of the new plan, job evaluation, proposed classification plan, salary and benefit survey, proposed compensation plan, and implementation and future administration of the plan.

The Board and staff asked questions and discussed the proposed plan.

**B. Draft of Climate Action, Resilience, Education, and Sustainability Plan (CARES Plan)**

Savannah Donovan and Kara Dudek presented the initial draft of the UPD Climate Action, Resilience, Education, and Sustainability (CARES) Plan for 2021-2026. They reviewed the process for developing the plan, the Three Planning Pillars of Communicating Climate Action. They discussed goals and objectives within each pillar, and Board and staff discussed the plan and provided feedback.

**C. Health & Wellness Campaign Recognition Opportunities**

Director Bartlett provided an overview of the donor recognition process for the proposed Health & Wellness Facility. He noted the many options for donor recognition, as well as specific naming opportunities. Staff reviewed important elements such as a naming policy, gift acceptance policy, and donor recognition levels. Staff noted collaboration with the Urbana Parks Foundation, UPD, and fundraisers on this process. Finally, staff reviewed the recommendations for this process to make sure Board is comfortable with the levels of giving and recognition. The Board felt comfortable moving forward.

**V. Comments from Commissioners**

Commissioner Delcomyn commented on making the Zoom information for the Board Meetings more easily accessible on the UPD website.

**VI. Adjourn**

President Walker adjourned the meeting at 9:03 PM.

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Michael W. Walker, President

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Timothy A. Bartlett, Secretary

(Seal)

Date Approved: March 9, 2021