

URBANA PARK DISTRICT BOARD OF COMMISSIONERS
MINUTES - REGULAR BOARD MEETING
TUESDAY, OCTOBER 12, 2021
7:00 PM
PLANNING AND OPERATIONS FACILITY
1011 E. KERR AVENUE
URBANA, ILLINOIS 61802

A regular meeting of the Urbana Park District Board of Commissioners was held Tuesday, October 12, 2021, at the Planning and Operations Facility, 1011 E. Kerr Avenue, Urbana, IL 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 Cedric Stratton	X	
Commissioner Roger Digges	X	
Commissioner Meredith Blumthal	X	

Also present were Tim Bartlett, Executive Director;
Corky Emberson, Superintendent of Recreation;
Caty Roland, Superintendent of Business Services;
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 7:03 PM.

A. Remote Attendance

There was no remote attendance requested at this time.

II. Accept Agenda

COMMISSIONER BLUTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO ACCEPT THE AGENDA AS PRESENTED. ALL SAID "AYE", MOTION CARRIED.

III. Public Comment

- A. Public Comment
Alexandria Heald-Alejo, Brad Johnson, Georgena Donoho, and Rich McMahon spoke in regard to the proposed COVID-19 vaccination mandate for UPD staff.
- B. UPD New Staff Introductions
There were no new staff introductions.

IV. Urbana Park District Advisory Committee (UPDAC) Report

Draft minutes of the September UPDAC meeting have been provided.

V. Consent Agenda

- A. Approval of the Minutes of the September 7, 2021 Board Study Session
- B. Approval of the Minutes of the September 14, 2021 Regular Board Meeting
- C. Monthly Reports
 - 1. Administration
 - 2. Planning/Operations
 - 3. Recreation
- D. Approval of the Monthly Paid Accounts Payable
- E. Action to Accept the Philanthropy Report and Gifts Listed with Gratitude

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

VI. Reports

- A. Financial Reports
 - 1. Revenue & Expenditure Report
Caty Roland presented the Revenue & Expenditure Report.
 - 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 reviewed Capital Budget spending, including an archeology survey, roof repairs, park amenities, construction crew projects, and a tractor purchase.

Andy Rousseau provided updates on several projects, including the one-way road project at Crystal Lake Park and community input and feedback, as well as updates at

Meadowbrook Park Prairie Play and at Blair Park.

4. 2021 Planning Packet for Annual GO Bond Sale Information

Caty Roland reviewed the Annual GO Bond sale information and noted the sale timeline through the month of December.

B. Executive Director

1. You Belong Here Report
2. Other UPD Updates

Director Bartlett provide updates on multiple projects, including:

- Thanking staff for their efforts with the Climate Coalition group;
- Land acquisition, and minimum requirements;
- 2022 insurance plan rates;
- 10/3 Open Road Event;
- Health & Wellness Fundraising;
- First Presbyterian Church presentation;
- Pop-Up Play event on 10/23;
- Adult Day Program;
- Prairie Play input;
- Art on Windows at UIAC unveiling;
- Art at other parks;
- Leadership Team meeting with staff groups for overall assessments.

C. President

1. Review of upcoming meeting agenda

President Walker reviewed details for the next UPDAC meeting, the Special Board Meeting on 10/19/2021, and the Study Session and Board Meeting for November.

D. Liaison Reports

1. Finance Study Group

President Walker noted that the Finance Study Group last met on 10/6 to discuss the 2022 levy, 2021 bond sale, proposals for audit services, and other capital project updates, and plans to meet again on November 12, 2021.

2. UPD Policy Study Group

Commissioner Blumthal noted that the UPD Policy Study Group would next meet on November 16, 2021.

3. Urbana Parks Foundation Representative

Commissioner Digges noted that discussions at the last UPF meeting focused on fundraising for the Health & Wellness facility, the Pop-Up Play event on 10/23, and social media outreach.

4. UPDAC Planning Study Group
There was no UPDAC Planning Study Group update.

VII. Old Business

- A. Action on any Old Business removed from Consent Agenda
There was no old business removed from the Consent Agenda.

VIII. New Business

- A. Action on Resolution 2021-10 Establishing the Waynona N. Brown and Richard M. Brown Fund
Staff reviewed the background and purpose of the Waynona N. Brown and Richard M. Brown Fund, which would be dedicated to supporting the sculpture program at Meadowbrook Park.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON TO APPROVE RESOLUTION 2021-10 AS REVISED TO ESTABLISH THE WAYNONA N. BROWN AND RICHARD M. BROWN FUND. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

- B. Action on Resolution 2021-11 Opening an Investment Account at Busey Wealth Management
Staff and Board discussed options for investment accounts, and jointly decided to postpone the opening of a new account until additional research could be done.

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER DELCOMYN TO TABLE RESOLUTION 2021-11. NO FURTHER ACTION WAS TAKEN.

- C. Action on Resolution 2021-12 Determining Amount to be Raised by Taxation
Cathy Roland presented information on the tax levy and the UPD's process for determining the levy amount, with a need to sufficiently levy in order to capture any available funds in light of many unknown factors with the local hospital taxation issues. She presented several options for a levy rate and noted the Board could choose whatever amount they felt prudent.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DELCOMYN TO APPROVE RESOLUTION 2021-12 DETERMINING THE AMOUNTS ESTIMATED TO BE NECESSARY FOR THE 2021 LEVY PAYABLE IN 2022 UPON TAXABLE PROPERTY IS \$9,660,585, AT 24.9%. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

- D. Review of Preliminary 2022 Capital Improvement Budget
Andy Rousseau presented the draft Capital Budget for 2022, including ADA projects, tributes and donations, vehicles and equipment, hazard tree work, technology, small equipment, trails, hardscapes, and other projects. He noted that the final budget proposal will come for approval in November.
- E. Action on Ordinance 2021-07 Revising Chapter 8 of the Personnel Manual of the Urbana Park District

Board and staff discussed the proposed update to the UPD Personnel Manual, allowing for the implementation of a COVID-19 vaccination requirement. Staff noted that it has been reviewed and approved by UPD legal counsel and that safety of staff and the public is top priority.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO APPROVE ORDINANCE 2021-07 REVISING CHAPTER 8 OF THE PERSONNEL MANUAL OF THE URBANA PARK DISTRICT. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

- F. Action to Assign 2022 IAPD/IPRA Conference Delegate Credentials for Annual Joint IAPD/IPRA Meeting

Staff noted that it is still to-be-determined if the IAPD/IPRA Annual Conference will be held in-person or virtually in January 2022.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO CERTIFY THAT COMMISSIONER STRATTON, COMMISSIONER BLUMTHAL, AND DIRECTOR BARTLETT ARE DESIGNATED TO SERVE AS DELEGATES TO THE ANNUAL 2022 BUSINESS MEETING OF THE IAPD. ALL SAID "AYE", MOTION CARRIED.

- G. Action on any New Business removed from Consent Agenda
There was no new business removed from the Consent Agenda.

IX. Comments from Commissioners

Commissioner Delcomyn commented on fundraising for the new Prairie Play and noted that a monthly report to the UPF on this topic from staff would be helpful as a way of communicating updates and best use of funds.

X. Adjourn

President Walker adjourned the meeting at 9:38 PM.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: November 9, 2021