

URBANA PARK DISTRICT BOARD OF COMMISSIONERS
MINUTES - REGULAR BOARD MEETING
TUESDAY, DECEMBER 14, 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, December 14, 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;
Kara Dudek, Park Planner;
Kelsey Beccue, Development Manager;
Aaron Gold, Speer Financial;
Allison Jones served as Recorder.

I. Call to Order

President Walker called the meeting to order at 7:04 PM.

A. Remote Attendance

There was no remote attendance requested.

II. Accept Agenda

COMMISSIONER STRATTON MADE A MOTION WITH A SECOND BY COMMISSIONER DELCOMYN TO ADJUST THE ORDER OF THE AGENDA TO MOVE OLD BUSINESS ITEM 'A' TO IMMEDIATELY AFTER "PUBLIC COMMENT." 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. Staff Introductions

1. Development Manager, Kelsey Beccue – Caty Roland introduced Kelsey Beccue, the UPD's new Development Manager.

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- Old Business Item A: Consideration and Action on Ordinance 2021-09: An ordinance providing for the issue of approximately \$877,895 General Obligation Limited Tax Park Bonds, Series 2021, of the District, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof

Caty Roland introduced Aaron Gold with Speer Financial. Mr. Gold reviewed the GO Limited Tax Park Bond Series 2021, including the bidding process, the 6 bids received, timeline for closing, rate of return, and the winning bid. Staff and Commissioners thanked Speer Financial for their work and expertise in this process.

1. Action to Award Low Bid

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO AWARD THE LOW BID ON BONDS TO BANK OF SPRINGFIELD WITH AN INTEREST RATE OF 0.39%. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

2. Action on Bond Ordinance

COMMISSIONER STRATTON MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO ADOPT BOND ORDINANCE 2021-09 AUTHORIZING THE ISSUANCE OF \$877,895 GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2021, OF THE URBANA PARK DISTRICT. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

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

Kelsey Beccue commented that it was good to get UPDAC feedback on the new Prairie Play development, as well as present UPDAC with updates on the Community Coalition and the next

phase of the underrepresented study. Commissioners noted a lot of good engagement on these topics.

V. Consent Agenda

- A. Approval of the Minutes of the November 2, 2021 Study Session Meeting
- B. Approval of the Minutes of the November 9, 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
- F. Action on Ordinance 2021-11 Authorizing the Sale/Disposal of Personal Property

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON 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. Next, she presented an update on investment with Busey Wealth Management and other potential options.
 - 2. Action on Treasurer's Report
Caty Roland presented the Treasurer's Report.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL 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 fund transfers, Crystal Lake Park rehabilitation work, the Crystal Lake road system design, tributes, outdoor pavilion, vehicle purchase, work at Blair Park and Prairie Park, and the Saline rock riffle project.

Andy Rousseau provided updates on several projects, including design and engineering services for the Broadway Ave. ITEP project, the Crystal Lake Road resurfacing planning and bid schedule, updates on the Health & Wellness Center, and the new features at Blair Park.

- B. Executive Director

1. You Belong Here Report
2. Updates on UPD Staff Groups
3. Vision Zero
4. Joint Meeting for CUSR
5. ORPR Strategic Plan
6. UPD/UHS Work/Study Program
7. Meadowbrook Park Playground

Director Bartlett provided updates on multiple projects and events, including:

- * Thanks to UPD staff Brad Johnson for clean-up after the recent wind storm
- * Improvements at Leal Park and the adjacent property
- * the most recent You Belong Here Report
- * Staffing collaborations and summer/work-study employment for local students
- * Next steps in staff training and support
- * Funding and management discussions for the Urbana Indoor Aquatic Center
- * CUSR efforts and planning
- * Meadowbrook Park playground community feedback

C. President

President Walker noted there would be no Study Session in January and a regular Board Meeting on 1/11/22.

D. Liaison Reports

1. Finance Study Group

President Walker noted that the Finance Study Group met on December 10 to discuss Health & Wellness, UIAC, UPF Priority Projects Report, and updates on the audit services RFP and will meet again on January 6, 2022.

2. UPD Policy Study Group

There was no UPD Policy Study Group report.

3. Urbana Parks Foundation Representative

Commissioner Digges noted that the UPF granted around \$38,000 in direct funding to UPD projects in 2021, and also discussed a lot about Health & Wellness facility and Prairie Play at the last meeting.

4. UPDAC Planning Study Group

There was no UPDAC Planning Study Group report.

VII. **Old Business**

- A. Consideration and Action on Ordinance 2021-09: An ordinance providing for the issue of approximately \$877,895 General Obligation Limited Tax Park Bonds, Series 2021, of the District, for the payment of land condemned or purchased for parks, for the building,

maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof

1. Action to Award Low Bid
2. Action on Bond Ordinance

See above.

- B. 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 Ordinance 2021-10 Abating the Levy of Property Taxes on Urbana Park District General Obligation Park Bonds (Alternate Revenue Source), Series 2019A

Caty Roland noted that this is an annual action for the Alternative Revenue Source Bonds.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO APPROVE ORDINANCE 2021-10 ABATING THE LEVY OF PROPERTY TAXES ON URBANA PARK DISTRICT GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2019A. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

- B. Review and Accept the Annual Priority Projects Report to the Urbana Parks Foundation
Staff reviewed the list of annual priority projects and work done with UPF throughout the year, including fundraising and supporting UPD programs and projects. Staff reviewed the strategic pillars and their sub-sections: Health & Wellness (facility and additional amenities), Placemaking (Meadowbrook Park playground, continued work at Crystal Lake Park, Blair Park updates, public art), You Belong Here (youth scholarship), and Trails & Connectivity (Kickapoo Rail Trail & Land Acquisition/Expansion). Board and staff provided feedback on how best to communicate and work with the Urbana Parks Foundation.

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON TO ACCEPT AND FORWARD THE 2022 ANNUAL PRIORITY PROJECTS REPORT TO THE URBANA PARKS FOUNDATION. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

- C. Action to Accept the 2022 Annual Meeting Calendar
COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO ACCEPT THE 2022 ANNUAL MEETING CALENDAR FOR REGULAR BOARD MEETINGS, STUDY SESSIONS, JOINT MEETINGS, AND UPDAC MEETINGS WITH CORRECTION. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

D. 2021 ADA Transition Plan Updates

Kara Dudek presented improvements from the ADA transition plan for the year and noted that close to 50% of all barriers noted have been addressed. She noted specific improvements at the Dog Park, Blair Park, and next steps for an updated assessment of needs. She noted a focus on “universal design” which can serve everyone within a community.

E. Action to Award ½ Ton Truck Bid

Andy Rousseau reviewed the low bidder of a new ½ ton truck, which is first vehicle for the 2022 schedule and will be used for the natural areas division. He noted there were 2 bidders from the 13 companies mailed the specifications, and that supply chain issues have had an effect.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON TO AWARD THE LOW BID FOR A ½ TON TRUCK (M-16), WITH OPTIONS #1-4, FOR \$36,895 TO BOB RIDINGS OF TAYLORVILLE, IL. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”

F. Fiscal Year 2022 Goals Review

Kelsey Beccue reviewed the status of fiscal year 2022 Goals, including:

- Covid-19 recovery
- Diversity in Procurement
- Underrepresented Communities study, phase 2
- Multiuse path
- Meadowbrook Park Playground
- Health & Wellness facility – fundraising to construction
- Return of UPD events
- Crystal Lake Park road system and Broadway Ave. trail
- Kickapoo Rail Trail land acquisition & bridge construction

G. Action on any New Business removed from Consent Agenda

There was no new business removed from the Consent Agenda.

X. Comments from Commissioners

Commissioner Blumthal noted printing quality issues in the latest program guide. Staff stated they are discussing this issue with the printing company.

Commissioner Delcomyn noted she would not be able to attend the IPRA conference, and also that the outside landscaping at the Brookens facility needed maintenance.

XI. Adjourn

President Walker adjourned the meeting at 10:04 PM.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: January 11, 2022