



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, MARCH 8, 2022**  
**6:30 PM EXECUTIVE SESSION**  
**7:00 PM REGULAR BOARD MEETING**  
**REMOTE MEETING VIA ZOOM**  
**VIDEO: <https://us02web.zoom.us/j/86743545884>**  
**PHONE: (312) 626-6799**  
**MEETING ID: 867 4354 5884**  
**PASSCODE: 668429**

**I. Call to Order**

**A. Remote Attendance**

*The Board 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. Adjourn to Executive Session**

*Executive Sessions are closed meetings and may be held subject to the restrictions of the Open Meetings Act.*

**III. Reconvene Regular Board Meeting**

**IV. Accept Agenda**

**V. Public Comment**

*Any member of the public may make a brief statement at this time within the public participation rules of the Board.*

**A. Public Comment**

1. 2021 Audubon Breeding Birds Report – Beth Chato

**B. Staff Introductions**

1. Paula Mondisa, Administration Office Manager
2. Kathy Niles, Accounting Assistant
3. Laura Orcutt, Finance Manager

**VI. 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.*

**VII. 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 February 1, 2022 Study Session Meeting

B. Approval of the Minutes of the February 8, 2022 Regular Board Meeting

C. 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 (Aquatics, Athletics, Community Programs, Environmental Programs, Public Information/Marketing, Champaign-Urbana Special Recreation–CUSR)

D. 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.*

E. Approval of the Monthly Paid Accounts Payable

*This report is available for review by each Commissioner.*

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

**VIII. 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

B. Executive Director

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

1. You Belong Here Report

2. Staff Thank-yous

3. UPDAC Outdoor Learning Pavilion

4. KRT/Friends of KRT Updates

5. Meadowbrook Playground 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.*

IX. **Old Business**

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

X. **New Business**

- A. Action on Resolution 2022-02 Authorizing Signatures for Urbana Park District Bank Accounts, Certificates of Deposit and Other Investments
- B. Action to Award Crystal Lake Park Roadway and Parking Improvements
- C. Action to Award Portable Toilet Bid
- D. Action on Personnel Policy Manual
- E. Blair Park Tennis Courts Recognition
- F. Review of Urbana Indoor Aquatic Center Finances, Operations and Future Agreements
- G. Action on any New Business removed from the Consent Agenda

XI. **Comments from Commissioners**

XII. **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.