



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, JUNE 12, 2018
7:00 PM
PLANNING AND OPERATIONS FACILITY
1011 E. KERR AVENUE
URBANA, ILLINOIS 61802**

I. Call to Order

A. Remote Attendance

The Board may authorize, by a voice vote of the physically present board members, any Commissioner wishing to attend remotely, pursuant to the UPD Remote Attendance Policy (Ord 2017-03).

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.

A. Public Comment

B. UPD New Staff Introductions

1. Zoe Wu, Planning & Operations Intern

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 May 1, 2018 Board Study Session

B. Approval of the Minutes of the May 8, 2018 Regular Board Meeting

C. Approval of the Minutes of the May 30, 2018 Special Board Meeting

- 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. 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, Museum, Public Information/Marketing, Champaign-Urbana Special Recreation – CUSR)
- F. Approval of the Monthly Paid Accounts Payable
This report is available for review by each Commissioner.
- G. Action on Ordinance 2018-05 Regarding Prevailing Wage
This is an annual action required by state law.
- H. Action on Resolution 2018-10 to Enter into a Tenant Lease Agreement for 2808 S. Race St.
The board must take action on this lease.

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. Fund Balance Budget Report
 - 2. Monthly Budget with History
 - 3. Action on Treasurer's Report
 - 4. Supplemental Report of Cash
 - 5. Capital Budget Report
- B. Executive Director
This is an opportunity for the Executive Director to provide special information to the Commissioners.
 - 1. Wandell Sculpture Garden 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. Receive DRAFT Ordinance 2018-06 to Adopt the FY 2018-2019 Combined Budget and Appropriation Ordinance.

The Board will receive the draft ordinance.

- B. Budget Highlights Presentation

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

VIII. New Business

- A. Action on Ordinance 2018-07 Annexing Certain Territory to the Urbana Park District

The Urbana Park District may annex any territory that has been annexed by the City of Urbana. This territory has been recently annexed by the city. The park district maintains the same boundaries as the city plus any areas outside the city that have elected to become a part of the park district.

- B. Action on Ordinance 2018-08 Revising the Personnel Policy Manual

- C. Action on Resolution 2018-09 to Accept the FY 2018-2019 CUSR Budget

- D. Action to Approve Accounting Software Purchase

- E. Action on any New Business Removed from the Consent Agenda

IX. Comments from Commissioners

X. Adjourn

Note: This Meeting Agenda and its supporting materials are on the UPD website at <http://www.urbanaparks.org/documents/index.html> in the "Public Meetings" category.