

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
MINUTES –
ANNUAL BOARD MEETING AND
REGULAR BOARD MEETING
TUESDAY, MAY 8, 2018
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, May 8, 2018, 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 Lashaunda Cunningham	X	
Commissioner Meredith Blumthal	X	
Vacant seat		

Also present were Tim Bartlett, Executive Director;
Corky Emberson, Superintendent of Recreation;
Andy Rousseau, Project Manager;
Derek Liebert, Superintendent of Planning and Operations;
Allison Jones served as Recorder.

ANNUAL BOARD MEETING AGENDA

- I. **Call to Order – Annual Board Meeting**
President Walker called the Annual Board Meeting to order at 7:06 pm.
 - A. Remote Attendance
There was no remote attendance requested.
- II. **Election of Officers**
President Walker turned over chairmanship of the meeting to Director Bartlett.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO ELECT COMMISSIONER MICHAEL WALKER AS BOARD PRESIDENT. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

COMMISSIONER CUMMINGHAM MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO ELECT COMMISSIONER DELCOMYN AS BOARD VICE PRESIDENT. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

Director Bartlett returned chairmanship of the meeting to President Walker.

III. Appointments

- A. Action to Appoint Secretary, Assistant Secretary, Treasurer, Attorney, Recorder, Auditor
COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO MAKE THE FOLLOWING APPOINTMENTS:
- **BOARD SECRETARY –TIM BARTLETT**
 - **ASSISTANT SECRETARY—ALLISON JONES**
 - **BOARD TREASURER – RICHARD PERCIVAL**
 - **ATTORNEY – MATT DEERING**
 - **BOARD RECORDER – ALLISON JONES OR DESIGNEE OF THE BUSINESS MANAGER**
 - **AUDITOR – MARTIN, HOOD, FRIESE AND ASSOCIATES**
- ALL SAID “AYE,” MOTION CARRIED.**
- B. Action to Appoint a Commissioner to the Urbana Parks Foundation
COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO APPOINT COMMISSIONER CUNNINGHAM TO THE URBANA PARKS FOUNDATION. ALL SAID “AYE,” MOTION CARRIED.
- C. Action to Appoint Commissioner(s) as UPDAC Representative(s)
COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER WALKER TO APPOINT COMMISSIONERS DELCOMYN AND CUNNINGHAM AS UPDAC REPRESENTATIVES. ALL SAID “AYE,” MOTION CARRIED.
- D. Action to Appoint a Representative to Urbana TIF Joint Review Board
COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO APPOINT COMMISSIONER WALKER AND DIRECTOR BARTLETT TO THE URBANA TIF JOINT REVIEW BOARD. ALL SAID “AYE,” MOTION CARRIED.

IV. Adjourn the Annual Board Meeting

President Walker adjourned the Annual Board Meeting at 7:13 pm.

REGULAR BOARD MEETING AGENDA

I. Call to Order

President Walker called to order the Regular Board Meeting at 7:14 pm.

A. Remote Attendance

There was no remote attendance requested.

II. Accept Agenda

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

III. Public Comment

A. Public Comment

There were no comments from members of the public.

B. UPD New Staff Introductions

There were no new staff introductions.

IV. Urbana Park District Advisory Committee (UPDAC) Report

There was a written UPDAC report submitted with the meeting materials.

V. Consent Agenda

A. Approval of the Minutes of the April 3, 2018 Board Study Session

B. Approval of the Minutes of the April 10, 2018 Regular Board Meeting

C. Action to Accept the Philanthropy Report and Gifts Listed with Gratitude

D. Monthly Reports

1. Administration

2. Planning/Operations

3. Recreation

E. Approval of the Monthly Paid Accounts Payable

F. Action on Resolution 2018-06 to Appoint UPD FOIA Officers

G. Action on Resolution 2018-07 to Appoint UPD OMA Representatives

H. Action on Resolution 2018-08 to Appoint UPD ADA Coordinator

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO APPROVE ALL 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, MOTION CARRIED UNANIMOUSLY.

VI. Reports

A. Financial Reports

No financial reports were presented this month.

B. Executive Director

1. 2018 IAPD Legislative Conference and Follow-up Strategies

Director Bartlett provided updates on several projects, including:

- Staff attendance at the 2018 IAPD Legislative conference,
- Strategic Planning efforts,
- Grant opportunities,
- Attendance at the Lierman Neighborhood Association event.

Andy Rousseau presented updates on several Capital Projects, including UIAC air handling unit replacement bid information, Phillips Recreation Center siding and room updates, King Courts refinishing pre-construction meeting, ITEP open house, and the Crystal Lake Park one-way road study.

C. President

1. Review of upcoming meeting agenda

President Walker reviewed the agendas for the May UPDAC meeting, June Study Session, and June Board Meeting. The Board also discussed the appointment of a new Commissioner and discussed scheduling for that process.

D. Liaison Reports

1. Finance Study Group

There was no Finance Study Group report.

2. UPD Policy Study Group

President Walker provided an update regarding discontinuing the Distinguished Agency process, but working with staff to continually review and update UPD policy when appropriate. Board and staff noted several policies currently under review, including sexual harassment prevention and policy related to Veterans and/or active duty service members.

3. Urbana Parks Foundation Representative

Commissioner Cunningham noted that several new UPF initiatives would be forthcoming soon, including the Roots Walk and UPF presence at Strawberry Jam.

Staff noted the upcoming May 23, 2018 Weaver Park Trailhead opening celebration.

4. UPDAC Planning Study Group

There was no UPDAC Planning Study Group report.

VII. Old Business

A. 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 on any New Business removed from the Consent Agenda

There was no new business removed from the Consent Agenda.

IX. Comments from Commissioners

Commissioner Blumthal expressed her support for continued collaboration on various projects with the Urbana School District. Commissioner Cunningham suggested a meeting with the Urbana School District and UPD staff and Board.

Commissioner Delcomyn expressed her support for UPD staff presence at the Lierman Neighborhood Association event and continued outreach to this community.

X. Adjourn

President Walker adjourned the meeting at 7:56 pm.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: June 12, 2018