

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
MINUTES - REGULAR BOARD MEETING
TUESDAY, SEPTEMBER 11, 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, September 11, 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 Roger Digges	X	
Commissioner Meredith Blumthal	X	

Also present were Tim Bartlett, Executive Director;
 Andy Rousseau, Project Manager;
 Caty Roland, Business Manager;
 Ellen Kirsanoff, Development Manager;
 Derek Liebert, Superintendent of Planning and Operations;
 Shane Newell, Facilities Maintenance Supervisor;
 Melissa Logsdon, UPDAC Chair;
 Chris Eskridge, Custodian;
 Allison Jones served as Recorder.

I. Call to Order

President Walker called the meeting to order at 7:01 pm.

A. Remote Attendance

There was no remote attendance requested.

II. Accept Agenda

COMMISSIONER CUNNINGHAM MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL 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
1. Jacob Meyer, CUSR Director
This staff member will be introduced at a later date.
 2. Chris Eskridge, Custodian
Shane Newell introduced Chris Eskridge, the new UPD Custodian.

IV. Urbana Park District Advisory Committee (UPDAC) Report

Ellen Kirsanoff introduced Melissa Logsdon, the new UPDAC Chair. Melissa presented a report on the August UPDAC meeting, which was held at the Meadowbrook Interpretive Center. She noted a main focus of UPDAC for the year will be how best to serve underrepresented populations in the community.

V. Consent Agenda

- A. Approval of the Minutes of the August 14, 2018 Regular Board Meeting
- B. Monthly Reports
 1. Administration
 2. Planning/Operations
 3. Recreation
- C. Approval of the Monthly Paid Accounts Payable
- D. Action to Accept the August 2018 Philanthropy Report and Gifts Listed with Gratitude
- E. Approval of Commissioner Travel, Meal, and Lodging Expenses
- F. Approval of Employee Travel, Meal, and Lodging Expenses

COMMISSIONER CUNNINGHAM 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, MOTION CARRIED UNANIMOUSLY.

VI. Reports

- A. Financial Reports
 1. Fund Balance Budget Report
Caty Roland presented the Fund Balance Budget Report.
 2. Monthly Budget with History
Caty Roland presented the Monthly Budget with History.
 3. Action on Treasurer's Report
Caty Roland presented the Treasurer's Report.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO ACCEPT THE TREASURER'S REPORT FOR AUDIT. ALL SAID "AYE," MOTION CARRIED.

4. Supplemental Report of Cash
Caty Roland presented the Supplemental Report of Cash.

5. Capital Budget Report
Caty Roland reviewed changes in Capital Budgets.

Andy Rousseau provided updates on several Capital Projects, including sediment removal from Crystal Lake, the one-way study/report for Crystal Lake Park, construction at the Phillips Recreation Center, and outdoor pool updates.

6. 2018 Annual GO Bond Sale Information
Caty Roland reviewed information about the annual GO Bond sale, including notification requirements, bond issuance details and history, and bond repayment information.

B. Executive Director

1. Coalition Update
2. Center for Health, Aging, and Disability (CHAD)
3. Dave Phillips Visit with Finance Study Group on November 13th

Director Bartlett presented information on the following topics:

- Community Coalition updates
- UPDAC action plans
- Updating the “banning” policy and procedures
- Staff retreat on October 16
- Grant applications
- Kickapoo Rail Trail
- Bicycle articles
- Playground renewals
- NRPA annual conference
- IDOT project at Leal Park
- Connecting Urbana trail presentation
- Jazz Walk rescheduled
- Urbana Realtor Tours

C. President

1. Review of upcoming meeting agenda
President Walker reviewed the agenda for the upcoming UPDAC meeting on 9/18/18, as well as the agendas for the October Study Session and Board Meeting.

D. Liaison Reports

1. Finance Study Group
President Walker noted that the Finance Study group met in August, with most items from that meeting being discussed at this Board Meeting.
2. UPD Policy Study Group
There was no Policy Study Group report.

3. Urbana Parks Foundation Representative
President Walker noted that Commissioner Cunningham is no longer able to serve as the Board's representative to the Urbana Parks Foundation, and they will be looking for a new Board member to serve in that role. He also noted that the Foundation's large fundraising campaign – the Campaign for the Next Century – has opened.
4. UPDAC Planning Study Group
There was no UPDAC Planning Study Group report.

VII. Old Business

- A. Action on Resolution 2018-12 to Approve Illinois Department of Transportation Compensation for a Temporary Construction Easement and Permanent Easement in Leal Park for University Avenue Improvements

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO TABLE ACTION ON ITEM VII. Old Business A. Action on Resolution 201-12 UNTIL FURTHER INFORMATION REGARDING THE URBANA PARK DISTRICT'S COUNTER OFFER TO IDOT IS RECEIVED. ALL SAID "AYE," MOTION CARRIED.

VIII. New Business

- A. Action to Approve Resolution 2018-13 for Local Agency Agreement for Federal Participation for the Park Street Shared Use Path ITEP Improvement Project

Andy Rousseau provided background on the ITEP grant and details of the status and timeline of the project, with construction to occur in Spring 2019. He noted the ITEP grant would cover 80% of project costs.

COMMISSIONER DELCOMYN MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO APPROVE LOCAL PUBLIC AGENCY AGREEMENT FOR FEDERAL PARTICIPATION RESOLUTION 2018-13, APPROPRIATING LOCAL MATCH FUNDS FOR THE ILLINOIS TRANSPORTATION ENHANCEMENT PROGRAM FOR PARK STREET: SHARED USE PATH PROJECT IN CRYSTAL LAKE PARK. ALL SAID "AYE," MOTION CARRIED.

- B. Action to Approve Resolution 2018-14 to Apply for an OSLAD Grant with IDNR
Derek Liebert presented an update on the scope of the application for the OSLAD grant, with additional amenities.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO APPROVE RESOLUTION 2018-14 FOR THE OSLAD GRANT APPLICATION FOR THE CRYSTAL LAKE REHABILITATION PROJECT. ALL SAID "AYE," MOTION CARRIED.

IX. Comments from Commissioners

Commissioner Cunningham inquired about the new "bags game" amenities for rent. Commissioner Delcomyn made a positive comment about thank you letters received from school children for their school programs. Commissioner Digges noted the great birding habitat available at Crystal Lake Park.

X. Adjourn

President Walker adjourned the meeting at 8:23 pm.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: October 9, 2018