



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, JANUARY 8, 2019
EXECUTIVE SESSION - 6:30 PM
REGULAR BOARD MEETING - 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. 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

A. Announce Determination to Release Executive Session Minutes and Destroy Recordings

The Board will announce its determination to release Executive Session Minutes and destroy recordings in accordance with the Open Meetings Act.

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

B. UPD New Staff Introductions

VI. Urbana Park District Advisory Committee (UPDAC) Report – No December Meeting/No 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 December 4, 2018 Study Session Meeting
- B. Approval of the Minutes of the December 6, 2018 Joint Board Meeting with Champaign Park District for Champaign-Urbana Special Recreation (CUSR)
- C. Approval of the Minutes of the December 11, 2018 Regular Board Meeting
- D. 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)
- E. Approval of the Monthly Paid Accounts Payable
This report is available for review by each Commissioner.
- F. Approval of Commissioner Travel, Meal, and Lodging Expenses
In accordance with the Local Government Travel Expense Control Act, all commissioner travel, meal, and lodging expenses must be approved by the board prior to travel on district business.
- G. Approval of Employee Travel, Meal, and Lodging Expenses
In accordance with the Local Government Travel Expense Control Act, employee travel, meal, and lodging expenses must be approved by the board prior to travel on district business if the amount is in excess of \$1,000.
- H. Action to Approve Ordinance 2019-01 Authorizing the Sale/Disposal of Personal Property
Per state law, any property no longer required for district business must be declared as surplus and disposed of in a manner stipulated by Board policy.

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. 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.

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. Review 2019 Annual Actions Calendar
- B. Action on any Old Business removed from the Consent Agenda

X. New Business

- A. Action to Award Portable Stage
- B. Action to Accept an Audit Services Agreement with Martin Hood, LLC
- C. 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.