



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
ANNUAL BOARD MEETING
AND
REGULAR BOARD MEETING
TUESDAY, MAY 14, 2019
7:00 PM
PLANNING AND OPERATIONS FACILITY
1011 E. KERR AVENUE
URBANA, ILLINOIS 61802**

ANNUAL BOARD MEETING AGENDA

An Annual Board Meeting must be held every year. The purpose of this meeting is to swear in newly appointed Commissioners (during election years) and to make appointments required by state law and the Urbana Park District Code.

I. UPDAC & Volunteer Awards Presentation

II. Call to Order – Annual Board Meeting

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).

III. Swearing-in of Newly Elected Commissioners

These Commissioners were elected on April 2, 2019 and will serve a 6-year term.

IV. Election of Officers

The Board will elect a President and Vice President.

V. Appointments

The Board will make the following appointments.

- A. Action to Appoint Secretary, Assistant Secretary, Treasurer, Attorney, Recorder, Auditor**
- B. Action to Appoint a Commissioner to the Urbana Parks Foundation**
- C. Action to Appoint Commissioner(s) as UPDAC Representative(s)**
- D. Action to Appoint a Representative to Urbana TIF Joint Review Board**

VI. Adjourn the Annual Board Meeting

REGULAR BOARD MEETING AGENDA

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. Ed Morford, Swim Pro
2. Anna Colcagno, Aquatics Coordinator
3. Sandra Baker, Custodian

C. Illinois American Water grant award

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 April 2, 2019 Board Study Session

B. Approval of the Minutes of the April 9, 2019 Regular Board Meeting

C. 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.

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)
3. Recreation (Museum, Aquatics, Athletics, Community 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. Please note this report is presented and sorted in two ways: by Vendor and by Department.

F. Action on Resolution 2019-03 to Appoint UPD FOIA Officers

These are routine annual appointments.

G. Action on Resolution 2019-04 to Appoint UPD OMA Representatives

These are routine annual appointments.

H. Action on Resolution 2019-05 to Appoint UPD ADA Coordinator

This is a routine annual appointment.

I. Action on Annual Appointments and Assignments

These are routine annual appointments.

J. Action to Approve Ordinance 2019-04 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.

VI. Reports

A. Financial Reports

1. Revenue and 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. 2019 IAPD Legislative Conference report
2. April UPDAC meeting comments
3. Wandell Sculpture Garden new sculpture installation
4. Health & Wellness update
5. "Downtown Get Down" program
6. Crystal Lake Park Art Fair
7. Meadowbrook Park organic garden policy update

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. Action to Award Perkins Road Phase III Restoration Project
- B. Action on any Old Business removed from the Consent Agenda

VIII. New Business

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

IX. Comments from Commissioners

X. Adjourn

Note: The Meeting Agenda and Supporting Materials are on the UPD website at <http://www.urbanaparks.org/documents/index.html>.