

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 MINUTES - REGULAR BOARD MEETING
 TUESDAY, APRIL 9, 2019
 6:00 PM EXECUTIVE SESSION
 6:30 PM REGULAR MEETING
 7:00 PM EXECUTIVE SESSION
 7:30 PM REGULAR MEETING CONT.
 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, April 9, 2019, at the Planning and Operations Facility, 1011 E. Kerr Avenue, Urbana, IL at 6:30 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;
 Corky Emberson, Superintendent of Recreation;
 Caty Roland, Business Manager;
 Ellen Kirsanoff, Development Manager;
 Derek Liebert, Superintendent of Planning and Operations;
 Allison Jones served as Recorder.

I. Call to Order

President Walker called the meeting to order at 6:03 PM.

A. Remote Attendance

There was no request for remote attendance.

II. Adjourn to Executive Session

COMMISSIONER CUNNINGHAM MADE A MOTION WITH A SECOND BY COMMISSIONER DELCOMYN, IN ACCORDANCE WITH SECTION 2, PART 'C', EXCEPTIONS #1 OF THE ILLINOIS OPEN MEETINGS ACT, TO ADJOURN TO EXECUTIVE SESSION FOR THE LIMITED PURPOSE OF DISCUSSING THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

The Board adjourned to Executive Session at 6:07 PM.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO ADJOURN THE EXECUTIVE SESSION AND RETURN TO THE REGULAR BOARD MEETING. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

The Board adjourned the Executive Session at 6:36 PM.

III. **Accept Agenda**

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

IV. **UPDAC and Volunteer Awards**

Ellen Kirsanoff presented 3 Community Service Awards to UPDAC members & UPD volunteers: Ben & Liza Kaap, Katrina Kindle, and Kathleen Brinkman

V. **Adjourn to Executive Session**

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES IN ACCORDANCE WITH SECTION 2, PART 'C', EXCEPTION #1 OF THE ILLINOIS OPEN MEETINGS ACT, I MOVE TO ADJOURN TO EXECUTIVE SESSION FOR THE LIMITED PURPOSE OF DISCUSSING THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

The Board adjourned to Executive Session at 7:05 PM.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER CUNNINGHAM TO ADJOURN THE EXECUTIVE SESSION AND RETURN TO THE REGULAR BOARD MEETING. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

The Board adjourned the Executive Session at 7:45 PM.

VI. **Reconvene Regular Board Meeting**

President Walker reconvened the regular Board Meeting at 7:49 PM.

VII. **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.

VIII. **Urbana Park District Advisory Committee (UPDAC) Report**

Commissioner Delcomyn commented positively on the last UPDAC meeting, and Commissioner Digges noted that 2 UPDAC members attended the Plainfield athletics facility tour with staff.

IX. **Consent Agenda**

- A. Approval of the Minutes of the March 5, 2019 Study Session Meeting
- B. Approval of the Minutes of the March 12, 2019 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 to Receive Post-Issuance Tax Compliance Report
- G. Action to Approve Resolution 2019-01 to Designate Committed Ending Fund Balances

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.

X. **Reports**

- A. Financial Reports
Caty Roland presented to the UPD Government Finance Officers Association for 2018.

- 1. Revenue and Expenditure Report
Caty Roland presented the Revenue and Expenditure Report.
- 2. 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.

- 3. Capital Budget Report
Caty Roland provided Capital Budget updates for years 2019, 2018, and 2017.

Andy Rousseau provided updates on multiple projects, including the ITEP path project around Crystal Lake, Crystal Lake phase 2 renovations, James Room kitchen updates at Phillips Recreation Center, outdoor pool improvements, Perkins Road phase 3 restoration, and Leak Park parking lot and lighting updates.

- B. Executive Director

Director Bartlett provided updates for multiple initiatives, including:

- Therapeutic Programming
- Update on Mare & Foal sculpture
- UPD Garden Programs/Sites
- Trail Town Workshop
- “Men, Boys, Violence, Trauma” training
- Plainfield, IL athletics facility site visit
- Franklin Street proposal

C. President

1. Review of upcoming meeting agenda

President Walker reviewed the May 7, 2019 and May 14, 2019 Study Session and Regular Board Meeting agendas.

D. Liaison Reports

1. Finance Study Group

President Walker reported that the Finance Study Group discussed the proposed budget, and Leal Park items, and that the next meeting is scheduled for 5/10/19.

2. UPD Policy Study Group

Commissioner Blumthal noted there will be a UPD Policy Study Group meeting on 5/7/19.

3. Urbana Parks Foundation Representative

Commissioner Digges reviewed recent UPF activities, including promoting the upcoming Barn Bash event, and discussions about diversity in terms of membership, outreach, and giving.

4. UPDAC Planning Study Group

Commissioner Delcomyn noted that the UPDAC Planning Study Group would be meeting the following day.

XI. **Old Business**

A. Action to Approve Revisions to Capital Budgets for Calendar Year 2019

Staff reviewed the revisions to the 2019 Capital Budget, including updates to revenue, donations, payments for the show-mobile, the APNC solar panel project, grant reimbursement for the rock ripple project, and renovations at Crystal Lake Park.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO APPROVE REVISION #2 TO THE 2019 CAPITAL BUDGET. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

B. Action on any Old Business Removed from the Consent Agenda

There was no old business removed from the Consent Agenda.

XII. **New Business**

A. Action on Ordinance 2019-03 Revising the Combined Budget and Appropriation Ordinance

Staff noted this ordinance is an annual fiscal action, balancing out projected and actual fund transfer amounts.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DELCOMYN TO ADOPT ORDINANCE 2019-03, REVISING THE COMBINED BUDGET AND APPROPRIATION ORDINANCE. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

B. Action to Approve Resolution 2019-02, Fiscal Year 2019-2020 Annual Compensation Actions
COMMISSIONER CUNNINGHAM MADE A MOTION WITH A SECOND BY COMMISSIONER DELCOMYN TO APPROVE RESOLUTION 2019-02 APPROVING FISCAL YEAR 2019-2020 ANNUAL COMPENSATION ACTIONS WITH A MARKET INCREASE OF 1.25%. A ROLL CALL VOTE WAS TAKEN, MOTION CARRIED UNANIMOUSLY.

C. Receive Preliminary Budget for FY 2019-2020
The Board received the preliminary budget for FY 2019-2020. Staff will formally present updates and significant findings for the proposed budget in June.

D. Action on any New Business Removed from the Consent Agenda
There was no new business removed from the Consent Agenda.

XIII. **Comments from Commissioners**

Commissioner Blumthal commented positively on the UPDAC & Volunteer Awards previously presented in the meeting.

Board and staff also commented on and discussed a letter-to-the-editor in the News-Gazette regarding signage/mile markers at Meadowbrook Park.

XIV. **Adjourn**

President Walker adjourned the meeting at 9:05 PM.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

5/14/2019

Date Approved: _____