

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS  
 MINUTES - REGULAR BOARD MEETING  
 TUESDAY, JULY 9, 2024  
 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, July 9, 2024, 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 Cedric Stratton	X	
Commissioner Laura Hastings	X	
Commissioner Roger Digges	X	
Commissioner Meredith Blumthal	X	

Also present were Tim Bartlett, Executive Director;  
 Corky Emberson, Superintendent of Recreation;  
 Laura Orcutt, Superintendent of Business Services;  
 Derek Liebert, Superintendent of Planning and Operations;  
 Andy Rousseau, Project Manager;  
 Jameel Jones, Outreach and Wellness Manager;  
 Rich McMahon, Grounds Maintenance Supervisor;  
 Mariana Ambrocio-Salgado, Recreation Building Service Worker;  
 Jose Ambrocio- Salgado, Recreation Building Service Worker;  
 Tegan Flowers, Natural Landscape Technician;  
 Matt Deering, UPD legal counsel;  
 Allison Jones served as Recorder.

**I. Call to Order**

Vice-President Stratton called the meeting to order at 7:00 PM.

**A. Remote Attendance**

There was no remote attendance requested.

**II. Accept Agenda**

**COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO ACCEPT THE AGENDA WITH THE ADJUSTMENT OF THE EXECUTIVE SESSION DIRECTLY AFTER PUBLIC COMMENT. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."**

**III. Public Hearing on Ordinance 2024-05 FY 2024-2025 Combined Budget and Appropriation**  
Vice-President Stratton opened the Public Hearing on Ordinance 20204-05 Combined Budget Appropriation at 7:03 PM.

There were no comments from members of the public on this topic.

Vice-President Stratton closed the hearing at 7:04 PM.

**IV. Public Comment**

**A. Public Comment**

There were no comments from the members of the public.

**B. UPD New Staff Introductions**

1. Jameel Jones introduced Mariana Ambrocio-Salgado, UPD’s new Recreation Building Service Worker.
2. Jameel Jones introduced Jose Ambrocio- Salgado, UPD’s new Recreation Building Service Worker.
3. Rich McMahon introduced Tegan Flowers, UPD’s new Natural Landscape Technician.

-----  
**COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL, IN ACCORDANCE WITH SECTION 2, PART C, EXCEPTION #21 OF THE ILLINOIS OPEN MEETINGS ACT, TO ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSE OF THE SEMI-ANNUAL REVIEW OF EXECUTIVE SESSION MINUTES. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”**

The Board entered Executive Session at 7:15 PM.  
The Board adjourned the Executive Session at 7:32 PM.

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

**COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO RELEASE ALL OR PART OF EXECUTIVE SESSION MINUTES FROM THE FOLLOWING MEETINGS:**

- 1/09/2024
- 3/19, 2024
- 4/9/2024 EXCEPT SECTION 2.

**A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”**

**COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO AUTHORIZE THE DESTRUCTION OF THE FOLLOWING EXECUTIVE SESSION RECORDINGS:**

- 7/12/2022
- 12/06/2022

**A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”**

-----  
**V. Urbana Park District Advisory Committee (UPDAC) Report**

UPDAC chair Ashley Withers has provided a written report of the June UPDAC meeting. Commissioner Hastings and Stratton noted it was a very interesting meeting with good discussion.

## **VI. Consent Agenda**

- A. Approval of the Minutes of the June 4, 2024 Study Session Meeting
- B. Approval of the Minutes of the June 11, 2024 Regular Board Meeting
- C. Monthly Reports.
  - 1. Administration
  - 2. Planning & Operations
  - 3. Recreation
- D. Action to Accept the Philanthropy Report and Gifts Listed with Gratitude
- E. Approval of the Monthly Paid Accounts Payable
- F. Action on Resolution 2024-08 to Enter into a Tenant Lease Agreement for 2808 S. Race St.

**COMMISSIONER DIGGES 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, ALL SAID "AYE."**

## **VII. Reports**

- A. Financial Reports
  - 1. Revenue and Expenditure Report  
Laura Orcutt presented the Revenue and Expenditure Report.
  - 2. Action on Treasurer's Report  
Laura Orcutt presented the Treasurer's Report.

**COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO ACCEPT THE TREASURER'S REPORT FOR AUDIT. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."**

- 3. Capital Budget Report  
Laura Orcutt presented changes in the Capital Budgets.

Andy Rousseau presented updates on several projects, including construction and contingency status for the Health & Wellness facility, construction updates at Prairie Play playground, and trail updates at AMBUCS park.

- B. Executive Director  
Corky Emberson provided updates on visitor numbers and revenue for the Crystal Lake Park Family Aquatic Center summer operations.

Director Bartlett provided updates on multiple projects, including:

- 1. You Belong Here Report;
- 2. UPDAC – the group has a new chair Hannah Sheets;
- 3. Thanks to Staff/Community for all the successful summer events:
  - CLP - Juneteenth Event – June 16, 2024
  - King Park - JRD/Peace Pole Dedication – June 22, 2024 – 750 people
  - Crestview Park - Play Days in the Park – June 27, 2024 – 400 people

- Urbana Rotary Presentation – Andy Rousseau/Jameel Jones
- 4. Metropolitan Intergovernmental Committee – UI Research Park – quarterly meetings;
- 5. CUSR – ExcelPrep Special Education School – After School Camps – 3-5:30pm = potential space to expand after school camps;
- 6. Weaver Park – KRT Kick-off – Pavilion Construction – kick off meeting went great;
- 7. Macomb Park District – Terra Trail;
- 8. Urbana Rotary Club – Collaborations – want to help support Outreach and Wellness Efforts;
- 9. Other Updates - UPF dinner/bus tour – smaller turn out but great event;
- 10. UPD Youth Summer Theater – *Oliver* coming up in July;
- 11. Community Walk with the Urbana School District on 8/7/2024.

C. President

1. Review of upcoming meeting agenda

Vice-President Stratton noted there was no UPDAC meeting in July, and reviewed the dates for the August meetings, including Board Study Session on 8/6/24, regular Board Meeting on 8/13/24, and UPDAC meeting on 8/27/24.

D. Liaison Reports

1. Finance Study Group

Commissioner Digges noted that the Finance Study Group last met on June 14, 2024 to discuss Farnsworth adjusted fees and the Weaver-Prairie Park Master Plans. He noted the next meeting will be August 23, 2024.

2. UPD Policy Study Group

There was no update for the UPD Policy Study Group.

3. Urbana Parks Foundation Representative

Commissioner Digges noted that the UPF last met on July 8, 2024. He reported back that the UPF did not receive the Capacity Building grant recently applied for and also that Kelsey Beccue hopes to incorporate educational components into future UPF meetings.

4. UPDAC Planning Study Group

There was no update for the UPDAC Planning Study Group.

**VIII. Old Business**

A. Receive FY 2024-2025 Budget Book

The Board received the FY 2024-2025 Budget Book. Laura Orcutt provided a presentation on the budget process, including the budget cycle, budget highlights, and preparing, implementing, and revising the budget.

B. Action on Ordinance 2024-05 FY 2024-2025 Combined Budget and Appropriation

**COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS TO APPROVE ORDINANCE 2024-05 COMBINED BUDGET AND APPROPRIATION. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."**

C. Action on any Old Business removed from Consent Agenda

There was no old business removed from the Consent Agenda.

**IX. New Business**

A. Action to Approve Farnsworth Reconciliation Fee

Director Bartlett and Derek Leibert reviewed the additional fees needed to compensate Farnsworth Group for their work on the Health & Wellness facility.

**COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES THE BOARD OF COMMISSIONERS APPROVE THE FARNSWORTH PROPOSED RECONCILIATION FEE OF \$250,000. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."**

B. Action to Approve Community Solar Agreements 1 & 2

Derek Liebert reviewed the status of the UPD solar project, including receiving approval for Ameren for construction. He noted the Community Solar Agreement for this project is a 20-year term.

**COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS THAT THE BOARD OF COMMISSIONERS APPROVE THE COMMUNITY SOLAR AGREEMENTS 1 & 2, PENDING REVIEW BY THE URBANA PARK DISTRICT LEGAL COUNSEL. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."**

C. Action on any New Business Removed from the Consent Agenda

There was no new business removed from the Consent Agenda.

**X. Comments from Commissioners**

Commissioner Blumthal thanked Urbana Rotary for their collaboration.

**XI. Adjourn to Executive Session**

See above.

**XII. Reconvene Regular Board Meeting**

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

**XIII. Adjourn**

Vice-President Stratton adjourned the meeting at 8:51 PM.

---

Cedric Stratton, Vice-President

---

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: August 13, 2024