

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
MINUTES – BOARD STUDY SESSION & EXECUTIVE SESSION
TUESDAY, FEBRUARY 4, 2025
7:00 PM
PLANNING AND OPERATIONS FACILITY
1011 E. KERR AVENUE
URBANA, ILLINOIS 61802**

The study session meeting of the Urbana Park District Board of Commissioners was held Tuesday, February 4, 2025 at the Planning and Operations Facility, 1011 E. Kerr Avenue, Urbana, IL at 7:00 pm. 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.

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;
Savannah Donovan, Environmental Program Manager;
Jameel Jones, Outreach & Wellness Manager;
Kyle Mills, Athletics Supervisor;
Leslie Radice, Aquatics Manager;
Janet Soesbe, Community Program Manager;
Mark Schultz, Public Information & Marketing Manager;
Tim Siwicki, Sikich CPA;
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 BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON TO ACCEPT THE AGENDA AS PRESENTED. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

III. Public Comment
There were no comments from members of the public.

IV. Discussion

A. Auditor Presentation

Tom Siwicki with Sikich CPA presented key findings from the finalized FY 2024 annual audit. He reviewed the GFOA certificate, financial statements, fun statements, communication to the Board, the additional single audit reports due to grant funding, and several other schedules in the audit. Overall, he noted a "clean" or "unmodified" opinion on the financial statements which represents no significant concerns for the audit process.

B. Recreation Programs Review

Staff presented the 2024 recreation review, which included updates on multiple projects, including:

- Marketing: general projects, advertising, upcoming projects
- Aquatics: CLPFAC, UIAC, upcoming projects
- Athletics: programs offered and attendance, and upcoming programs
- Community: Special events, youth and family programs, facility rentals, new partnerships, age-friendly programs
- Outreach & Wellness: program and special events participation, HAWC memberships
- Environmental: public programs, services, camps, special request programs, special events, and partnerships.

Staff noted that overall goals and next steps for the coming year include continuing to expand on You Belong Here efforts, budgeting, and staff training and support.

V. Comments from Commissioners

Commissioner Blumthal asked staff what they are most excited about for the new year. Staff answered with programs & events, You Belong Here growth, new events at UPD locations, growing attendance, the shift of casual users to high level users, new and returning staff, new partnerships, and overall fun.

VI. Adjourn to Executive Session

COMMISSIONER STRATTON MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL, IN ACCORDANCE WITH SECTION 2, PART 'C', EXCEPTION #1 OF THE ILLINOIS OPEN MEETINGS ACT, TO ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING AN EMPLOYMENT MATTER AND FOR THE PURPOSE OF DISCUSSING A LEGAL MATTER. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

The Board entered Executive Session at 8:39 PM.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON TO ADJOURN THE EXECUTIVE SESSION. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

The Board concluded the Executive Session at 9:21 PM.

VII. Reconvene Study Session Meeting
President Walker reconvened the Study Session.

VIII. Adjourn
President Walker adjourned the meeting at 9:22 PM.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: March 11, 2025