

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
MINUTES - REGULAR BOARD MEETING
TUESDAY, JANUARY 9, 2024
REGULAR BOARD MEETING - 7:00 PM
EXECUTIVE SESSION - 7:05 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, January 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 Meredith Blumthal	X	
Commissioner Cedric Stratton	X	
Commissioner Roger Digges	X	
Commissioner Laura Hastings		X

Also present were Tim Bartlett, Executive Director;
Corky Emberson, Superintendent of Recreation;
Derek Liebert, Superintendent of Planning and Operations;
Laura Orcutt, Finance Manager;
Andy Rousseau, Project Manager;
Allison Jones served as Recorder.

I. Call to Order

President Walker called the meeting to order at 7:00 PM.

A. Remote Attendance

There was no remote attendance requested.

II. Adjourn to Executive Session

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON 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 went into Executive Session at 7:03 PM.

The Executive Session adjourned at 7:08 PM.

III. **Reconvene Regular Board Meeting**

President Walker reconvened the regular at 7:10 PM

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

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON TO:

1. Approve Executive Session Minutes

The Board approves the minutes of the following Executive Sessions: 7/11/23.

2. Release all or part of Executive Session Minutes

The Board has conducted the required semi-annual review of the unreleased minutes of past executive sessions and concluded that the need for confidentiality still exists for all the unreleased minutes or portions of minutes except the following minutes or portions of minutes no longer require confidential treatment and can be made available for public inspection: 7/11/23.

3. Destroy recordings

The Board authorizes the destruction of the following Executive Session recordings: 1/11/22, 2/1/22, 3/8/22 and 4/5/22.

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

IV. **Accept Agenda**

COMMISSIONER STRATTON MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO ACCEPT THE AGENDA WITH THE ADJUSTMENT OF NEW BUSINESS, ITEM A, IMMEDIATELY AFTER PUBLIC COMMENT. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”

V. **Public Comment**

A. Public Comment

4 community members commented on the Weaver Park planning process.

1 community member submitted written comment.

B. UPD New Staff Introductions

There were no new UPD staff introductions.

New Business Item X. A: Action to Approve Solar Power Purchase Agreement

Derek Liebert reviewed the proposed power purchase agreement for solar energy for 4 UPD facilities; the new Health & Wellness Facility, the Urbana Indoor Aquatic Center, the Anita Purves Nature Center, and the Planning and Operations Facility. Shawn Ajazi from Progressive Business Solutions joined via Zoom to review the details of the proposal, including the solicitation process (reached out to 80 developers), responses from providers (8), and proposals received (5). He reviewed the rate pricing, savings, and timeline (completion between 2024-2025). He recommended to move forward with a 20-year contract for the 4 UPD facilities, confirm process with USD 116 for the UIAC facility, and then begin construction. The Board and staff discussed the process and next steps.

COMMISSIONER STRATTON MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO ACCEPT THE RECOMMENDATIONS OF PROGRESSIVE BUSINESS SOLUTIONS AND APPROVE A 20-YEAR POWER

PURCHASE AGREEMENT WITH GENERAL ENERGY/DSD RENEWABLES FOR THE AGGREGATED RATE OF \$0.0640/KWH FOR SCENARIO #3 PENDING APPROVAL BY THE URBANA SCHOOL DISTRICT AND JOINT PARK AND SCHOOL DISTRICT LEGAL AGREEMENT ON THE CONTRACT TERMS. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

VI. Urbana Park District Advisory Committee (UPDAC) Report – No December Meeting/No Report

There was no UPDAC meeting in December.

VII. Consent Agenda

- A. Approval of the Minutes of the December 7, 2023 Joint Board Meeting with Champaign Park District for Champaign-Urbana Special Recreation (CUSR)
- B. Approval of the Minutes of the December 5, 2023 Board Study Session Meeting
- C. Approval of the Minutes of the December 12, 2023 Regular Board Meeting
- D. Monthly Reports
 - 1. Administration
 - 2. Planning/Operations
 - 3. Recreation
- E. Approval of the Monthly Paid Accounts Payable
- ~~F. Action to Accept the Philanthropy Report and Gifts Listed with Gratitude~~
- G. Approval of Commissioner and Corporate Authorities of the local agency Travel, Meal, and Lodging Expenses – Commissioner Cedric Stratton.
- H. Approval of Commissioner and Corporate Authorities of the local agency Travel, Meal, and Lodging Expense – Commissioner Laura Hastings.
- I. Approval of Commissioner and Corporate Authorities of the local agency Travel, Meal, and Lodging Expenses – UPDAC Chair Ashley Withers.
- J. Approval of Commissioner and Corporate Authorities of the local agency Travel, Meal, and Lodging Expenses – Executive Director Tim Bartlett.

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON 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."

VIII. Reports

- A. Financial Reports
 - 1. Revenue & Expenditure Report
Laura Orcutt presented the Revenue & 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 noted changes in the Capital Budgets.

Andy Rousseau reviewed Capital projects, including construction updates for the Health & Wellness facility, bid opening for the Prairie Play Meadowbrook Park playground, Phase 2 of Blair Park renovations, AMBUCS Park sidewalk, and updates for the Kickapoo Rail Trail Weaver Park Trailhead.

B. Executive Director

Director Bartlett reviewed multiple ongoing projects, including:

1. You Belong Here Report
2. KRT Updates – staff working on scope and cost of project;
3. IAPD Legislative Breakfast - March 4th at Martens Center in Champaign;
4. 2024 UPD Legislative Request – staff working on letter to make capital requests;
5. Trends in Parks and Recreation
 - Equity
 - Health & Wellness
 - Cultural Competencies
 - Environmental Focus
 - Collaboration
 - Youth Development
 - Professional Development
6. Health & Wellness Center – construction funding gaps, operating budget for the facility, and Phase 2 amenities for the site, including playground, sprayground, skatepark, etc. and the potential timeline for those projects shifting as funding becomes tighter;
7. CUSR – Advisory Committee – added a new member;
8. Other Updates
 - Weaver Park master planning still in the works; ITEP trail and KRT trailhead are going to move forward, even before we have a final Weaver Park Master Plan.

C. President

1. Review of upcoming meeting agenda
President Walker reviewed upcoming meetings, including a February 6, 2024 Study Session to discuss the Youth Scholarship Program, as well as a February 13, 2024 regular Board Meeting to review the annual Recreation Statistics Report.

D. Liaison Reports

1. Finance Study Group
President Walker stated that the Finance Study Group met the previous Friday and that most topics have been covered at this meeting. He noted other items discussed include implementation of a new timecard software and equipment.
2. UPD Policy Study Group
There was no UPD Policy Study Group report.
3. Urbana Parks Foundation Representative
Commissioner Digges noted that the Urbana Parks Foundation met the previous day, and that former UPD Commissioner Nancy Delcomyn has joined the UPF Board. He noted discussions of continued outreach to Health & Wellness donors on the progress of the facility, as well as updates

to the Annual Dinner program in June.

4. UPDAC Planning Study Group
There was no UPDAC Planning Study Group report.

IX. **Old Business**

- A. Action on any Old Business removed from Consent Agenda
There was no old business removed from the Consent Agenda.

X. **New Business**

- A. Action to Approve Solar Power Purchase Agreement
See above.

- B. Action to Accept Gift Agreement Establishing an Aquatics Endowment Fund at the Urbana Parks Foundation.
Director Bartlett that the Board needs to take formal action to approve this large gift to the Urbana Parks Foundation, as it establishes a new Aquatics Endowment Fund. He noted this fund is specifically for aquatics needs and is a very impactful gift.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON THE URBANA PARK DISTRICT BOARD OF COMMISSIONERS ACCEPT THIS GIFT AGREEMENT ESTABLISHING AN AQUATICS ENDOWMENT FUND AT THE URBANA PARKS FOUNDATION. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

- C. Action to Award the Purchase of Two - 72" mowers
Andy Rousseau presented information on the purchase of 2 new mowers, including a trade-in of the current models for credit. He noted good trade-in values currently, and a delivery time of 4-6 months for the new mowers.

COMMISSIONER STRATTON MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO AWARD THE PURCHASE OF TWO 72" MOWERS, AND TRADE-IN OF CURRENT 2017 MODELS WITH ATTACHMENTS, IN THE AMOUNT OF \$33,736.62 TO AHW LLC OF URBANA, IL. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

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

XI. **Comments from Commissioners**

President Walker noted that Champaign Park District has 40 acres they may utilize prescribed burns for, while Urbana Park District has considerably higher acreage of land that may potentially be managed through prescribed burns.

Corky Emberson presented Urbana Indoor Aquatic Center usage, including private rentals which are fully booked through mid-February, and Winter Break open swim attendance numbers, which include 9 days of open swim hours with 880 visitors during that time. He noted a combination of daily admission, punch cards, and memberships in attendance over Winter Break. He also noted the next extended opening will be over Spring Break in March. He stated that multiple capital construction projects will occur in the facility during summer closure.

XII. **Adjourn**

President Walker adjourned the meeting at 9:02 PM.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: 2/13/2024_____