

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 MINUTES - REGULAR BOARD MEETING
 TUESDAY, JULY 11, 2023
 6:30 PM EXECUTIVE SESSION
 7:00 PM REGULAR MEETING
 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 11, 2023, 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, Business Manager;
 Andy Rousseau, Project Manager;
 Allison Jones served as Recorder.

I. Call to Order

Vice-President Blumthal called the meeting to order at 6:38 PM.

A. Remote Attendance

There was no remote attendance requested.

II. Adjourn to Executive Session

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS, 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 Executive Session began at 6:40 PM.

The Executive Session was adjourned at 6:45 PM.

III. **Reconvene Regular Board Meeting**

Vice-President Blumthal reconvened the regular Board Meeting at 7:00 PM.

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

Vice-President Blumthal announced the following information determined in the Executive Session:

1. **Approve Executive Session Minutes**

The Board has approved the minutes of the following Executive Session(s): 01/10/2023, 04/11/2023 – Part 1, and 04/11/2023 – Part 2.

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 the need for confidentiality still exists for all the unreleased 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: 01/10/2023, 04/11/2023 – Part 1, and 04/11/2023 – Part 2.

3. **Destroy Recordings**

The Board has authorized the destruction of the following Executive Session recordings: 07/13/2021.

IV. **Accept Agenda**

COMMISSIONER STRATTON MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO ACCEPT THE AGENDA AS PRESENTED. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”

V. **Public Hearing on Ordinance 2023-02 FY 2023-2024 Combined Budget and Appropriation**

Vice-President Blumthal opened the public hearing on Ordinance 2023-02, the FY 2023-2024 Combined Budget and Appropriation at 7:03 PM.

There were no comments from members of the public.

The hearing was adjourned at 7:04 PM.

VI. **Public Comment**

A. **UPD New Staff Introductions**

1. Keenan Portis, Park Planner – Derek Liebert introduced Keenan Portis, UPD’s new Park Planner.

2. Jettie Rhodes Recognition Award – this presentation was postponed until the August.

3. GFOA Certificate of Achievement Award – Laura Orcutt presented the GFOA Certificate of Achievement Award.

VII. **UPDAC Appointments**

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS TO APPOINT ASHLEY SIMS TO SERVE 3-YEAR TERMS AS PART OF THE 2023-2026 CLASS FOR THE URBANA PARK DISTRICT ADVISORY COMMITTEE (UPDAC). A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”

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

Ashley Withers has provided a written report for the June UPDAC meeting.

IX. **Consent Agenda**

A. **Approval of the Minutes of the June 6, 2023 Study Session Meeting**

- B. Approval of the Minutes of the June 13, 2023 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 2023-09 to Enter into a Tenant Lease Agreement for 2808 S. Race St.
- G. English Fund Spending Memo

COMMISSIONER HASTINGS 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."

X. 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 STRATTON 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 updates to the Capital Budgets.

Andy Rousseau presented updates on several Capital Projects, including Health & Wellness facility construction and design, as well as several updates at Crystal Lake Park, including a dumpster enclosure, retention wall, road barrier, and water quality.

Board and staff discussed ways of promoting the Health & Wellness facility construction updates, including signage, drone photos, and a webpage.

- B. Executive Director
 - 1. You Belong Here Report
- staff provided updated numbers for the outdoor pool attendance, revenue, programs, and challenges;
 - 2. Storm Recovery – Staff Recognition – still ongoing, and staff have done a great job;
 - 3. IPARKS Alcohol Permits Webinar – Staff Attended;
 - 4. Efficiency Committee Webinar – Staff Attended;
 - 5. Heartland Pathways – Update;
 - 6. TBD
Other updates included UPDAC and Policy Study Group meetings coming up soon; Jettie Rhodes Day success with nearly 1,500 people in attendance, Midnight Basketball at Brookens program

packed, a new tree carving art sculpture at APNC, new programs and exhibits coming at APNC, and UPD's fall Program Guide nearly complete.

C. President

1. Review of upcoming meeting agenda

Vice-President Blumthal noted UPD Board Study Session on August 1, 2023 and a Board Meeting coming up on August 15, 2023.

D. Liaison Reports

1. Finance Study Group

Commissioner Digges stated that the Finance Study Group met on June 21, 2023 and discussed Health & Wellness facility funding and the new Prairie Play project. He noted the next meeting would be held on August 3, 2023.

UPD Policy Study Group

There was no UPD Policy Study Group report.

2. Urbana Parks Foundation Representative

Commissioner Digges stated that the UPF did not meet this month due to scheduling.

3. UPDAC Planning Study Group

There was no UPDAC Planning Study Group report.

XI. Old Business

A. Receive FY 2023-2024 Budget Book

Laura Orcutt presented the FY 2023-2024 Budget Book. She reviewed the budget cycle and timeline, as well as important highlights, such as a CPI increase at 5%, a TIF expiration, district goals, and a summary of all funds and income sources.

B. Action on Ordinance 2023-02 FY 2023-2024 Combined Budget and Appropriation

Laura Orcutt noted that the budget was presented to the Board last month and there had been no changes since then.

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON TO APPROVE ORDINANCE 2023-02 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.

XII. New Business

A. 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 Hastings commented positively on UPD staff dealing with the air-quality issues as of late, noting these are difficult decisions to make.

XIV. Adjourn

Vice-President Blumthal adjourned the meeting at 8:07 PM.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: 8/15/23