

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS**  
**MINUTES - REGULAR BOARD MEETING**  
**TUESDAY, AUGUST 15, 2023**  
**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, August 15, 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, Finance Manager;  
 Andy Rousseau, Project Manager;  
 Janet Soesbe, Community Program Manager;  
 Latrice Miller, Office Specialist I;  
 Jameel Jones, Outreach and Wellness Manager;  
 Allison Jones served as Recorder.

**I. Call to Order**

A. Remote Attendance

President Walker called the meeting to order at 7:01 PM.

**II. Accept Agenda**

COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO ACCEPT THE AGENDA AS PRESENTED. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

**III. Public Comment**

A. Public Comment

There were no comments from members of the public.

- B. UPD New Staff Introductions
  - 1. Jameel Jones, Outreach and Wellness Manager – Corky Emberson introduced UPD’s new Outreach and Wellness Manager, who came to UPD from the Champaign Park District.
  - 2. Latrice Miller – Office Specialist I – Janet Soesbe introduced UPD’s new Office Specialist I, Latrice Miller, who is a part-time transfer from the UIAC.
- C. Award Presentations
  - 1. Jettie Rhodes Recognition Award – Janet Soesbe presented the Jettie Rhodes Recognition Award to the UPD Board from the Jettie Rhodes Day Committee, in honor of the 25<sup>th</sup> anniversary.

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

There was no UPDAC meeting in July.

**V. Consent Agenda**

- A. Approval of the Minutes of the July 11, 2023 Regular Board Meeting
- B. Monthly Reports
  - 1. Administration
  - 2. Planning & Operations
  - 3. Recreation
- C. Action to Accept the Philanthropy Report and Gifts Listed with Gratitude
- D. Approval of the Monthly Paid Accounts Payable
- E. Action to Approve Saline Branch Drainage District Agreement

**COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON 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, ALL SAID “AYE.”**

**VI. 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 BLUMTHAL 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 to the Capital Budgets.

Andy Rousseau provided updates on multiple capital projects, including construction on the Health & Wellness facility, Crystal Lake Park road and bridge updates, and planning updates for Meadowbrook Park playground. Derek Liebert provided an update on the master planning process for Weaver & Prairie Parks.

- B. Executive Director

Staff provided updates on attendance numbers at the Crystal Lake Park Family Aquatic Center.

Director Bartlett provided updates on multiple projects, including:

1. You Belong Here Report;
2. Staff Thanks – thankful to staff for a great summer season throughout the district;
3. Art Fair – great event, even in the rain;
4. KRT Update – working on land acquisition and grants;
5. Heartland Pathway Update – next steps for those trails;
6. Weaver Prairie Master Plan Update – there will be a Master Planning event for additional community feedback on 8/23/2023;
7. UPD Theater – over 90 student participants, great show;
8. Community Compact to Accelerate Social Justice – how we can support efforts through health & wellness in the community;
9. Other – new Urbana police chief – will be meeting with him; Champaign County First legislator outreach in Springfield; new Wandell Sculpture Garden brochure.

C. President

1. Review of upcoming meeting agenda  
President Walker noted that the first meeting of the Efficiency Committee will be held on 9/5/2023, followed immediately by the Study Session, and then the regular Board Meeting on 9/12/2023.

D. Liaison Reports

1. Finance Study Group  
President Walker stated that the Finance Study Group last met on 8/3/2023 to discuss Blair Park fundraising and continued renovations, the Kickapoo Rail Trail expansion, and the bridge agreement in Crystal Lake Park. He noted the next meeting will be held on 8/31/2023.
2. UPD Policy Study Group  
There was no Policy Study Group report.
3. Urbana Parks Foundation Representative  
Director Bartlett attended the last UPF meeting and noted that fundraising efforts for Health & Wellness facility and Meadowbrook Park Prairie Play renovation were a focus.
4. UPDAC Planning Study Group  
Commissioner Stratton noted that the UPDAC Planning Study Group met on 8/22/23 to plan for UPDAC meeting topics, and will meet next in mid-2024.

**VII. Old Business**

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

**VIII. New Business**

- A. Action to Approve the Reichard gift agreement for Blair Park  
**COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO APPROVE THE REICHARD FAMILY GIFT AGREEMENT FOR BLAIR PARK. A ROLL CALL VOTE, ALL SAID "AYE."**

- B. Action to Approve Resolution 2023-10 for an OSLAD Grant Application for Blair Park Revitalization Phase II Project.

Director Bartlett noted that UPD has a donor providing half the funding for this project, and this potential grant could cover the other half. He noted that staff and the donor are working closely together for these great additional amenities at Blair Park.

**COMMISSIONER STRATTON MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS TO APPROVE RESOLUTION 2023-10 AUTHORIZING THE URBANA PARK DISTRICT OSLAD GRANT APPLICATION FOR THE BLAIR PARK REVITALIZATION PHASE II PROJECT. 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.

**IX. Comments from Commissioners**

There were no additional comments from Commissioners.

**X. Adjourn**

President Walker adjourned the meeting at 7:49 PM.

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Michael Walker, President

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Timothy A. Bartlett, Secretary

(Seal)

Date Approved: 9/12/23