

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 MINUTES - REGULAR BOARD MEETING
 TUESDAY, JUNE 11, 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, June 11, 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;
 Mark Schultz, Marketing Manager;
 Savannah Donovan, Environmental Program Manager;
 Catherine Schneider, Environmental Education Coordinator;
 Bridget Rubins, Digital Marketing Coordinator;
 Allison Jones served as Recorder.

I. Call to Order

Commissioner Stratton called the meeting to order at 7:00 PM.

A. Remote Attendance

There was no remote attendance requested.

II. Accept Agenda

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS 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. Catherine Schneider - Environmental Education Coordinator

Savannah Donovan introduced Catherine Schneider, UPD's new Environmental Education Coordinator.

2. Bridget Rubins – Digital Marketing Coordinator

Mark Schultz introduced Bridget Rubins, UPD's new Digital Marketing Coordinator.

IV. Appointments – 2024-2027 UPDAC Class

Director Bartlett presented information on the two new residents who have agreed to serve on the Urbana Park District Advisory Committee.

COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO APPROVE THE FOLLOWING CANDIDATES TO SERVE 3-YEAR TERMS AS PART OF THE 2024-2027 CLASS FOR THE URBANA PARK DISTRICT ADVISORY COMMITTEE (UPDAC). THE CANDIDATES ARE: EUSEBIO BRISENO AND SYLENA HARPER. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS TO APPROVE THE REAPPOINTMENT OF DARIUS WHITE TO SERVE A 3-YEAR TERM AS PART OF THE 2024-2027 CLASS FOR THE URBANA PARK DISTRICT ADVISORY COMMITTEE (UPDAC). A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

V. Urbana Park District Advisory Committee (UPDAC) Report

UPDAC Chair Ashley Withers provided a written report of the May UPDAC meeting.

VI. Consent Agenda

A. Approval of the Minutes of the May 14, 2024 Annual and 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

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

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 DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS TO ACCEPT THE TREASURER’S REPORT FOR AUDIT. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”

3. Capital Budget Report
Laura Orcutt presented the Capital Budget Report.

Andy Rousseau presented updates on several capital projects, including a new projector at the Planning & Operations building, construction at the Health & Wellness Facility, construction at Prairie Play at Meadowbrook Park, and lighting improvements at Crystal Lake Park.

C. Executive Director

Director Bartlett provided updates on several projects, including:

- Thanking regular and seasonal staff for all their hard work in the busy season;
- Thanking Commissioner Blumthal for connecting UPD with the UIUC Human Development internship program;
- CLPFAC Statistics – Corky Emberson provided an update on usage at the Crystal Lake Park Family Aquatic Center;
- Weaver-Prairie Master Plan – staff working on gathering information regarding the sledding hill;
- KRT Updates –UPD focusing on Trail Head Pavilion and land acquisition;
- CUSR – Playground – will be visiting Fisher, IL to see the new accessible playground;
- Tom Jones Challenger League – discussed their growing program and amenity needs;
- King Park – Peace Pole Dedication – June 22, 2024 at 12pm;
- Other Updates: Juneteenth Event to be held Sunday, June 16 from 1-3pm.

C. President

1. Review of upcoming meeting agenda
Vice-President Stratton reviewed upcoming programs, noted that there is no Study Session in July, and that the July regular Board Meeting will include an Executive Session for the semi-annual review of Executive Session minutes.

D. Liaison Reports

1. Finance Study Group
Finance Study Group last met May 31, 2024 and discussed the master plan of Weaver & Prairie Park and the next meeting is scheduled for June 14, 2024.
2. UPD Policy Study Group
There were no UPD Policy Study Group updates.
3. Urbana Parks Foundation Representative
Commissioner Digges noted changes to the UPF Board, including the addition of Barb Linder and the loss of Judy Miller due to relocation. He also stated that the UPF has applied for a Community Foundation Capacity Building Grant for \$5,000. He also noted that the Annual Dinner and Park Tour will be Saturday, June 29 from 9:00 AM to 12:00 PM.

4. UPDAC Planning Study Group

Commissioner Hastings noted the UPDAC Planning Study Group will next meet in January.

VIII. Old Business

A. Action on any Old Business Removed from the Consent Agenda

There was no old business removed from the Consent Agenda.

IX. New Business

A. Receive FY 2024-2025 Combined Budget and Appropriation Ordinance 2024-05

Laura Orcutt noted that this revision is an annual action, needs to be posted for 30 days for review, and will be approved at the July regular Board Meeting.

B. Action on Resolution 2024-07 to Accept the FY 2024-2025 CUSR Budget

Director Bartlett noted that Jarrod Scheunemann of the Champaign Park District presented the CUSR budget and key priorities to the UPD Board in April.

COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO ACCEPT THE FY 2024-25 BUDGET FOR THE CHAMPAIGN-URBANA SPECIAL RECREATION PROGRAM AS DESCRIBED IN THE ATTACHED. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

C. Action to Approve an Agreement for Fabrication of Sculptural Benches

Derek Liebert presented an update on the four proposed sculptural benches for Meadowbrook Park.

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS THAT THE URBANA PARK DISTRICT BOARD OF COMMISSIONERS APPROVE THE AGREEMENT FOR FABRICATION OF FOUR SCULPTURAL BENCHES IN THE AMOUNT OF \$33,500.00, WITH A 10% CONTINGENCY, WITH JIM GALLUCCI OF JIM GALLUCCI SCULPTOR LTD, OF GREENSBORO, NC. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

D. Action to Accept Gift Agreement for Donation of Sculpture

Director Bartlett reviewed the process and timeline for the upcoming donation of a sculpture from artist Michael Shewmaker. He noted plans to dedicate the sculpture at Jazz Walk 2024.

COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES THAT THE URBANA PARK DISTRICT BOARD OF COMMISSIONERS ACCEPT THE GIFT AGREEMENT WITH MICHAEL SHEWMAKER FOR DONATION OF THE SCULPTURE, CONTINUUM. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

E. 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 Hastings noted how happy she was to see so many programs, people, and projects happening at different UPD parks all summer.

XI. Adjourn

Vice-President Stratton adjourned the meeting at 8:00 PM.

Cedric Stratton, Vice-President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: July 9, 2024