

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS  
MINUTES - REGULAR BOARD MEETING  
TUESDAY, SEPTEMBER 10, 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, September 10, 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;  
Allison Jones served as Recorder.

**I. Call to Order**

President Walker called the meeting to order at 7:04 PM.

**A. Remote Attendance**

There was no remote attendance requested.

**II. Accept Agenda**

**COMMISSIONER HASTINGS 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**

**A. Public Comment**

There were no comments from the members of the public.

- B. UPD New Staff Introductions
  - 1. Alexander Higgs, Athletic Coordinator
  - 2. Romario Daniel, Athletic Intern

Introductions were postponed at this time.

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

Hanna Sheets, UPDAC chair, introduced herself and presented a report from the August UPDAC meeting, which focused on the Weaver-Prairie Park Master Plan. She noted that they discussed the amenities being considered for the parks and stated that people were very enthusiastic and excited to support the work. She also noted that UPDAC has a great set of diverse new members this year.

**V. Consent Agenda**

- A. Approval of the Minutes of the August 6, 2024 Study Session
- B. Approval of the Minutes of the August 13, 2024 Regular Board Meeting
- C. Monthly Reports
  - 1. Administration
  - 2. Planning/Operations
  - 3. Recreation
- D. Approval of the Monthly Paid Accounts Payable
- E. Action to Accept the Philanthropy Report and Gifts Listed with Gratitude

**COMMISSIONER STRATTON MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS 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 Reports  
Laura Orcutt presented the Treasurer's Report.

**COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO ACCEPT THE TREASURER'S REPORTS 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 Health & Wellness Facility construction and Prairie Play construction. Derek Liebert presented an update on the slide repainting at the Urbana Indoor Aquatic Center.

- B. Executive Director  
Director Bartlett presented updates on multiple projects, including:

1. You Belong Here Report;
2. Summer updates - Crystal Lake Park Family Aquatics Center statistics;
3. Skate Park event – giveaways, vendors, and great attendance;
4. New after school program at PRC for CUSR – in the works;
5. Fundraising opportunities;
6. Fall Fusion programming with Urbana Rotary;
7. IAPD Breakfast, hosted this year by the Champaign County Forest Preserve District, and will be held in February or March;
8. Staff working on IAPD survey;
9. Staff working on EPA grant;
10. Prairie Rivers Herbicide drift article;
11. Other

C. President

1. Review of upcoming meeting agendas

President Walker reviewed upcoming UPD meetings, including the Study Session on 10/1/2024 which will focus on Outreach & Wellness programming, the 10/8/2024 regular Board Meeting which will include information the upcoming tax levy, and the October kick-off meeting for UPDAC at Meadowbrook Park.

D. Liaison Reports

1. Finance Study Group

President Walker stated that the Finance Study Group last met on August 23, 2024, with plans to meet again on September 27, 2024. Items discussed included new FLSA status rules, funds designated for sculpture installation, and Capital Projects.

2. UPD Policy Study Group

Commissioner Blumthal noted that the UPD Policy Study Group will meet October 16, 2024 for policy review.

3. Urbana Parks Foundation Representative

Commissioner Digges stated he was not able to attend the last UPF Board Meeting and had no further updates.

4. UPDAC Planning Study Group

There was no UPDAC Planning Study Group meeting.

**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 South Ridge Park Path Improvement Engineering

Staff presented an update on the South Ridge Park Path Improvement Project, noting that UPD did not receive the grant funding applied for. Staff noted that some funding has been set aside for this project and that the work still needs to be done, therefore the next step is to begin engineering work.

**COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES THAT THE URBANA PARK DISTRICT BOARD OF COMMISSIONERS AWARD DESIGN SERVICES FOR THE SOUTH RIDGE PARK PEDESTRIAN PATH IMPROVEMENTS PROJECT IN THE AMOUNT OF \$35,000 AND A 15% CONTINGENCY OF \$5,250 TO FEHR-GRAHAM ENGINEERING OF CHAMPAIGN, IL. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."**

B. Action to Authorize use of Brown and Rosenshine Funds

Director Bartlett reviewed the "Continuum" sculpture project and proposed sourcing funding for the installation from the Rosenshine Fund and the Brown Fund.

**COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON THAT THE BOARD OF COMMISSIONERS APPROVE THE USE OF THE ROENSHINE FUND IN THE AMOUNT OF \$9,200, AND THE BROWN FUND IN THE AMOUNT OF \$28,300, FOR THE FOUNDATION AND INSTALLATION SERVICES OF MICHAEL SHEWMAKER'S SCULPTURE "CONTINUUM". 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**

Commissioner Stratton thanked UPD staff's efforts on upkeep of the disc golf course. He also inquired about the Efficiency Committee and results from other districts.

Commissioner Blumthal commented positively on the work being done at King Park and how it would be great to get an UPDAC member from that area.

President Walker commented positively on the new sculpture "Continuum" at Meadowbrook Park.

**X. Adjourn**

President Walker adjourned the meeting at 8:13 PM.

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Michael W. Walker, President

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Timothy A. Bartlett, Secretary

(Seal)

Date Approved: October 8, 2024