

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 MINUTES - REGULAR BOARD MEETING
 TUESDAY, NOVEMBER 12, 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 on Tuesday, November 12, 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 7:01 PM.

A. Remote Attendance

There was no remote attendance requested.

II. Public Hearing for Truth in Taxation

President Walker opened the Public Hearing for Truth in Taxation at 7:01 PM.

There were no comments from members of the public.

COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO ADJOURN THE PUBLIC HEARING. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

III. Accept Agenda

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

IV. Public Comment

- A. Public Comment
There were no comments from the members of the public.
- B. Staff Introductions
There were no new staff introductions.

V. Urbana Park District Advisory Committee (UPDAC) Report

There was no UPDAC report at this time.

VI. Consent Agenda

- A. Approval of the Minutes of the October 1, 2024 Board Study Session Meeting
- B. Approval of the Minutes of the October 8, 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
- F. Action Ordinance 2024-08 to Approve of Remote Attendance policy updates
- G. Action on Ordinance 2024-07 Authorizing the Sale/Disposal of Personal Property

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS 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.”

VII. 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 STRATTON 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 projects, including the opening of PrairiePlay Playground at Meadowbrook Park, work at the Health & Wellness Center, Southridge Park trail design, and then he reviewed the draft FY 2026 – FY 2029 Capital Budgets.

B. Executive Director

Director Bartlett presented an update on multiple projects, including:

1. You Belong Here Report
2. IPARKS Fall 2024 Meeting Update – insurance costs are rising due to impacts from climate change;
3. King Park – Master Plan Update – currently connecting with stakeholders;
4. 2024 IAPD Legal Symposium Update – various topics discussed including employment of minors and keeping FOIA accountable with social media;
5. Savoy Recreation – they are considering creating a new Foundation;
6. KRT Pavilion Updates – currently setting up meetings with stakeholders for support;
7. Digital Bidding – new tools available to accept project bids online, local agencies like CCFPD are using it;
8. Other Updates – PrairiePlay at Meadowbrook has successfully opened, and all are invited to the Urbana Senior Club Holiday Party.

C. President

1. Review of upcoming meeting agenda

President Walker reviewed agenda for December Study Session and Board meeting and noted that November UPDAC is moved up to accommodate the holiday. He also noted the upcoming December joint CUSR Board meeting with the Champaign Park District Board and the UPF Holiday Party.

D. Liaison Reports

1. Finance Study Group

President Walker noted that the Finance Study Group last met on October 25, 2024 and plans to meet again on November 22, 2024.

2. UPD Policy Study Group

Commissioner Blumthal stated that the UPD Policy Study Group last met on October 16, 2024 for policy review and will meet again in February for additional review.

3. Urbana Parks Foundation Representative

Commissioner Digges reported that the last UPF meeting was very productive, with discussions of improving efficiencies, a new Treasurer, more structured process for operations, as well as working on fundraising, donor development, and events.

4. UPDAC Planning Study Group

Commissioner Stratton noted that the UPDAC Planning Group last met before the UPDAC meeting in October and discussed what topics would resonate with the current UPDAC members. He reviewed several ideas, including CUSR, Finance 101, park and facility tours, and strategic planning.

VIII. Old Business

- A. Action to Approve Tax Levy Ordinance 2024-06

Laura Orcutt presented information on the “black box” published in the newspaper relating to the Levy Ordinance and the Truth in Taxation hearing.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO APPROVE ORDINANCE 2024-06, AN ORDINANCE PROVIDING FOR THE LEVYING, ASSESSMENT, AND COLLECTION OF TAXES FOR THE FISCAL YEAR 2025-2026 OF THE URBANA PARK DISTRICT. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”

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

IX. New Business

- A. Action to Approve the 2025 Capital Improvement Budget and Revisions of the 2019A, 2019, 2020, 2021, 2022, 2023 and 2024 Capital Improvement Budgets
Andy Rousseau presented updates and revisions to the capital budgets for years 2019-2024. He also presented the final draft of the 2025 Capital Budget.

COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER STRATTON TO APPROVE THE 2025 CAPITAL IMPROVEMENT BUDGET AND REVISIONS. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”

- B. Action to Accept Gift Agreement for Donation of Sculptures
Staff noted that the estate of Roger Blakley wishes to donate two of the sculptures at the Wandell Sculpture Garden to the permanent collect of the Urbana Park District.

COMMISSIONER DIGGES MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL THAT THE URBANA PARK DISTRICT BOARD OF COMMISSIONERS ACCEPT THE GIFT AGREEMENT WITH CAMILLE CARLZ, REPRESENTATIVE OF ROGER BLAKLEY’S ESTATE, FOR DONATION OF THE SCULPTURES, PRAIRIE BUOY AND SOUTHERN PASSAGE. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”

- C. Action to Assign 2025 IAPD/IPRA Conference Delegate Credentials for Annual Joint IAPD/IPRA Meeting
Board and staff discussed the annual IPRA/IAPD Annual Conference and Meeting and who would be available to attend.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO CERTIFY THAT COMMISSIONER STRATTON, COMMISSIONER HASTINGS, AND DIRECTOR BARTLETT ARE DESIGNATED TO SERVE AS DELEGATES TO THE ANNUAL 2025 BUSINESS MEETING OF THE IAPD. 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.

X. Comments from Commissioners

President Walker noted that he received feedback suggesting the UPD website have an e-mail link that will contact all 5 Board members at once.

Commissioner Hastings commented positively on the CUSR Cupcake 5K event.

XI. Adjourn to Executive Session

COMMISSIONER STRATTON MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS IN ACCORDANCE WITH SECTION 2, PART 'C', EXCEPTION #1 OF THE ILLINOIS OPEN MEETINGS ACT, TO ADJOURN TO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING AN EMPLOYMENT MATTER. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

The Board entered Executive Session at 8:23 PM.

COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER DIGGES TO RETURN TO THE REGULAR BOARD MEETING. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

The Executive Session was adjourned at 9:22 PM.

XII. Reconvene Regular Board Meeting

XIII. Adjourn

President Walker adjourned the meeting at 9:23 PM.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: December 10, 2024