URBANA PARK DISTRICT BOARD OF COMMISSIONERS
MINUTES - ANNUAL BOARD MEETING & REGULAR BOARD MEETING
TUESDAY, MAY 13, 2025
7:00 PM
PLANNING & OPERATIONS FACILITY
1011 E. KERR AVENUE
URBANA, IL 61802

A regular meeting of the Urbana Park District Board of Commissioners was held on Tuesday, May 13, 2025, 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 – *outgoing*	X	
Vice-President Cedric Stratton	X	
Commissioner Laura Hastings	X	
Commissioner Roger Digges – *outgoing*	X	
Commissioner Meredith Blumthal	X	
Commissioner Ashley Withers – *incoming*	X	
Commissioner Sarah Roper – *incoming*	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.

ANNUAL BOARD MEETING

I. Call to Order – Annual Board Meeting

President Walker called the meeting to order at 7:05 PM.

Commissioner Digges commented that he is thankful to UPD Board and staff and is proud of his time on the Board of Commissioners.

President Walker commented positively on his 42 years of service on the UPD Board as an example of great community collaboration.

A. Remote Attendance

There was no remote attendance requested**.**

President Walker turned chairmanship of the meeting over to Secretary Tim Bartlett.

II. Swearing-in of Newly Elected Commissioners

Board Secretary and UPD Executive Director Tim Bartlett lead the swearing-in of Commissioner Sarah Roper and Commissioner Ashley Withers.

III. Election of Officers

COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL TO ELECT COMMISSIONER STRATTON TO SERVE AS BOARD PRESIDENT. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

Secretary Bartlett turned chairmanship of the meeting to President Stratton.

COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER WITHERS TO ELECT COMMISSIONER BLUMTHAL TO SERVE AS BOARD VICE PRESIDENT. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

IV. Appointments

A. Action to Appoint Secretary, Assistant Secretary, Treasurer, Attorney, Recorder, Auditor

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER WITHERS TO MAKE THE FOLLOWING APPOINTMENTS:
BOARD SECRETARY – EXECUTIVE DIRECTOR
ASSISTANT SECRETARY – ALLISON JONES
BOARD TREASURER – THOMAS BROWN
ATTORNEY – MATT DEERING
BOARD RECORDER – ALLISON JONES OR DESIGNEE OF THE SUPERINTENDENT OF BUSINESS SERVICES
AUDITOR – Sikich
A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

B. Action to Appoint a Commissioner to the Urbana Parks Foundation

COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER WITHERS TO APPOINT COMMISSIONER BLUMTHAL TO THE URBANA PARKS FOUNDATION. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

C. Action to Appoint Commissioner(s) as UPDAC Representative(s)

COMMISSIONER WITHERS MADE A MOTION WITH A SECOND BY COMMISSIONER ROPER TO APPOINT COMMISSIONERS HASTINGS AND PRESIDENT STRATTON AS UPDAC REPRESENTATIVES. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

D. Action to Appoint a Representative to the Urbana TIF Joint Review Board

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER WITHERS TO APPOINT PRESIDENT STRATTON AND INCOMING DIRECTOR RACHEL LENZ TO THE URBANA TIF JOINT REVIEW BOARD. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

V. Adjourn the Annual Board Meeting

President Stratton adjourned the Annual Board Meeting at 7:17 PM.

REGULAR BOARD MEETING

President Stratton called the regular Board Meeting to order at 7:18 PM.

I. 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."

II. Public Comment

A. Public Comment
There were no comments from members of the public.

B. New Staff Introductions
There were no new staff introductions.

III. Urbana Park District Advisory Committee (UPDAC) Report

Hannah Sheets provided a written report of the April UPDAC meeting.

IV. Consent Agenda

A. Approval of the Minutes of the March 4, 2025 Executive Session
B. Approval of the Minutes of the March 11, 2025 Executive Session
C. Approval of the Minutes of the March 25, 2025 Executive Session
D. Approval of the Minutes of the March 31, 2025 Executive Session (AM & PM)
E. Approval of the Minutes of the April 1, 2025 Study Session Meeting
F. Approval for the Minutes of the April 2, 2025 Special Board Meeting
G. Approval for the Minutes of the April 3, 2025 Special Board Meeting
H. Monthly Reports
   1. Administration
   2. Planning & Operations
   3. Recreation
I. Action to Accept the Philanthropy Report and Gifts Listed with Gratitude
J. Approval of the Monthly Paid Accounts Payable
K. Action on Resolution 2025-03 to Appoint UPD FOIA Officers
L. Action on Resolution 2025-04 to Appoint UPD OMA Representatives
M. Action on Resolution 2025-05 to Appoint UPD ADA Coordinators
N. Action on Annual Appointments and Assignments

COMMISSIONER WITHERS MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS THAT THE URBANA PARK DISTRICT BOARD OF COMMISSIONERS 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."

V. 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 HASTINGS 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 the Capital Budget Report.

   Andy Rousseau provided updates on several Capital Projects, including the trail at Southridge Park, the Kickapoo Rail Trail trailhead pavilion ground breaking ceremony, Kickapoo Rail Trail connections in progress, and an update on the timeline for replacement of the Busey Woods Bridge. He also provided statistics for use of the game wall at Blair Park.

B. Executive Director
   Executive Director Bartlett provided updates on multiple projects, including:
   1. You Belong Here Report;
   2. CUSR – Playground Site Visits – April 18, 2025 – focus on Universal Design;
   3. University of Illinois – College of Fine and Applied Arts – Workshop, April 24, 2025 – discussed their interest in doing community outreach through arts and culture work;
   4. Chicago Art Expo – April 25, 2025;
   5. Urbana Parks Foundation – Organizational Planning – April 28, 2025 – UPF is working with a consultant on Strategic Planning and the report will be available soon;
   6. IPARKS – Spring Meeting, April 29, 2025 – good discussion and a lot of upcoming shifts in the insurance industry;
   7. Central Illinois Director's Roundtable – UPD Health and Wellness Center, May 2, 2025 – successful event with useful info from IAPD;
   8. Champaign County FIRST – Springfield Lobby Day, May 8, 2025;
   9. Other Updates: the TIF Extension request to the City of Urbana, and sculpture acquisition.

C. President
   1. Review of upcoming meeting agendas
      President Stratton reviewed the upcoming meetings for the June Study Session, Board Meeting, and UPDAC meeting.

      President Stratton also stated that he appreciates the opportunity to serve as the Board President.

D. Liaison Reports
   1. Finance Study Group
      President Walker stated that the Finance Study Group last met on 5/2 and discussed public art, UPD health insurance changes, Weaver Park and the Kickapoo Rail Trail pavilion, the future of Delcomyn Park, connections with legislators, and the tax issue with Presence Hospital.

   2. UPD Policy Study Group
      The UPD Policy Study Group met April 21, 2025 for policy review.
      Commissioner Blumthal stated that the Policy Study Group last met on 4/21 to discuss recommendations from the ADA evaluation related to service animals and powered mobility devices. She noted that no action is needed yet but will likely be forthcoming.

   3. Urbana Parks Foundation Representative

Commissioner Digges stated that the UPF met on 5/12 and that they had compiled a Guiding Principles document that would be a great resource for the UPD Board as well.

4. UPDAC Planning Study Group
   Commissioner Hastings stated that the UPDAC Planning Study Group met last week and brainstormed topics for upcoming meetings. She also noted that UPDAC is still looking for 3-5 additional members.

VI. Old Business

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

VII. New Business

A. Action on any New Business Removed from the Consent Agenda
There was no new business removed from the Consent Agenda.

VIII. Comments from Commissioners

Commissioner Blumthal welcomed new Commissioners Withers and Roper.

IX. Adjourn

President Stratton adjourned the meeting at 8:11 PM.

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Cedric Stratton, Vice President

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Timothy A. Bartlett, Secretary

(Seal)

Date Approved: June 10, 2025