

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 MINUTES – BOARD STUDY SESSION
 TUESDAY, MARCH 5, 2024
 7:00 PM
 PLANNING AND OPERATIONS FACILITY
 1011 E. KERR AVENUE
 URBANA, ILLINOIS 61802**

The study session meeting of the Urbana Park District Board of Commissioners was held Tuesday, March 5, 2024 at the Planning and Operations Facility, 1011 E. Kerr Avenue, Urbana, IL at 7:00 pm. 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.

COMMISSIONERS	PRESENT	ABSENT
President Michael Walker		X
Vice-President Meredith Blumthal	X	
Commissioner Roger Digges	X	
Commissioner Laura Hastings	X	
Commissioner Cedric Stratton	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;
 Allison Jones served as Recorder.

I. Call to Order

Vice-President Blumthal called the meeting to order at 7:01 PM.

A. Remote Attendance

There was no remote attendance requested at this time.

II. Accept Agenda

COMMISSIONER STRATTON 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

One member of the public commented regarding the Weaver Park Master Plan.

IV. Discussion

A. **KRT Trailhead and other Trail Updates**

Director Bartlett provided general updates on the Kickapoo Rail Trail Project, including grant funding, project partners, timeline, and current ongoing engineering and structural work.

Derek Liebert presented information on the Kickapoo Rail Trail trailhead project at Weaver Park. He noted that the basic design will be similar to the pavilion at the Anita Purves Nature Center, but with expanded restrooms and no fireplace. He stated that staff are working on getting construction cost updates for the pavilion, parking expansion, and minimal utility costs. He also noted that the final location for the pavilion has not been finalized, as well as interpretive elements that could be incorporated, such as education and information about the Kickapoo Native Americans. He stated that the trail structure and ultimate Master Plan for Weaver Park are still being worked on and are an on-going process at this time.

Staff and Board discussed the project, including construction timelines, funding process, budget, scale of the pavilion, and protection of the wetland.

Derek Leibert also briefly reviewed a trail project in the works for Southridge Park, including trail options, grant funding possibilities, neighborhood input, and protection of natural areas in the park.

B. Health and Wellness Updates

Director Bartlett provided details on the Health & Wellness Floor Signing Event coming up on April 20, 2024 from 10:00 AM to 12:00 PM. He noted this is a sneak-peak event to promote the facility and a donor stewardship opportunity for the Urbana Parks Foundation.

Next Corky Emberson shared the first draft of the operating budget for the Health and Wellness Facility. He reviewed maintenance/janitorial needs and the UPD's plan for hiring 3 additional building workers to provide care over multiple facilities. He also noted that the budget includes hiring of a new Digital Media staff person for the District, as well as hiring a new office manager for the facility. He stated that this budget is sustained through current tax-support as well as membership income. He also noted that staff are working on a scholarship program for memberships with OSF.

Director Bartlett noted additional tasks that will need to be completed in the coming months, including clearing out equipment and supplies at Brookens and relocating UPD's long-term records storage. Corky Emberson noted that with a fall opening, full class and programs for the facility will be released in the January 2025 program guide, with program sampling and special events beforehand.

Andy Rousseau provided a construction update for the facility, including near completion of enclosing the facility. He also noted work on the non-structural masonry, electrical wiring, and installation of the walking track. He also reviewed the construction budget and change orders with contingency spending. He noted the

facility stands at about 60% completion. Staff also reviewed the art sculptures, murals, and pieces for the facility.

C. Membership Fee for Resident/Non-Resident-Dog Park

Director Bartlett provided background on the UPD Dog Park program, including a reciprocal agreement with the Champaign Park District for joint membership at both dog parks. He noted that recently the Champaign Park District changed their policy of a resident/non-resident fee structure for the dog park membership, and there is now one flat rate for anyone seeking a membership. He noted that both UPD and CPD's dog park memberships have been previously equalized due to the reciprocal agreement.

Director Bartlett also noted that Champaign Park District is eliminating the non-resident rate for all membership facilities within their district. He noted their goal of increasing memberships at facilities. Staff stated that they would like to continue this discussion and evaluate UPD membership facility fees as well, which could potentially boost memberships and also support You Belong Here efforts.

Staff and Board discussed this issue and considered factors including the high poverty rate in Urbana, maintaining the trust of taxpayers, and the need to grow income sources for facilities. Staff noted approximately \$3,000 in additional income currently due to out-of-resident fees for the Dog Park and approximately \$8,000 in non-resident fees at the Crystal Lake Pak Family Aquatic Center. The Board encouraged a data-driven approach to this discussion and decision-making process and expressed support for eliminating non-resident membership rates at the UPD Dog Park. Staff noted this would be voted on at the next Board meeting.

V. Comments from Commissioners

There were no additional comments from Commissioners.

VI. Adjourn

Vice-President Blumthal adjourned the meeting at 8:26 PM.

Michael W. Walker, President

Timothy A. Bartlett, Secretary

(Seal)

Date Approved: 4/9/24