

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS  
 MINUTES – REGULAR BOARD MEETING  
 TUESDAY, DECEMBER 9, 2025  
 6:00 PM  
 PLANNING AND OPERATIONS FACILITY  
 1011 E. KERR AVENUE  
 URBANA, ILLINOIS 61802**

The regular Board Meeting of the Urbana Park District Board of Commissioners was held Tuesday, December 9, 2025 at the Planning and Operations Facility, 1011 E. Kerr Avenue, Urbana, IL at 6:00 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 Cedric Stratton	X	
Vice-President Meredith Blumthal		X
Commissioner Laura Hastings	X	
Commissioner Sarah Roper	X	
Commissioner Ashley Withers	X	

Also present were Rachel Lenz, Executive Director;  
 Laura Orcutt, Superintendent of Business Services;  
 Corky Emberson, Superintendent of Recreation;  
 Derek Liebert, Superintendent of Planning and Operations;  
 Andy Rousseau, Project Manager;  
 Aaron Gold, Speer Financial;  
 Allison Jones served as Recorder.

**I. Call to Order**

President Stratton called the meeting to order at 6:02 PM.

A. Remote Attendance

There was no remote attendance requested.

**II. Accept Agenda**

**COMMISSIONER WITHERS MADE A MOTION WITH A SECOND BY COMMISSIONER ROPER TO ADJUST THE ORDER OF THE AGENDA TO MOVE OLD BUSINESS ITEM ‘A’ TO IMMEDIATELY AFTER “PUBLIC COMMENT” AND TO REMOVE THE “STAFF INTRODUCTION.” 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. Staff Introductions

~~1. Justin Matthew, Building Service Worker~~

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Old Business Item VII A. Consideration and Action on Ordinance 2025-06 An Ordinance providing for the issue of \$1,002,665 General Obligation Limited Tax Park Bonds, Series 2025, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the Park District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to Time Bank.

Aaron Gold provided an overview of the annual General Obligation Limited Tax Park Bonds, series 2025. He reviewed the timeline with an expected close date of 12/18/25. He also reviewed next steps and other key factors such as the winning bid, the bond amount, interest, and the abatement ordinance.

1. Action to Award Low Bid

**COMMISSIONER WITHERS MADE A MOTION WITH A SECOND BY COMMISSIONER ROPER TO AWARD THE LOW BID ON BONDS TO TIME BANK WITH AN INTEREST RATE OF 3.07%. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."**

2. Action on Bond Ordinance

**COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER WITHERS TO ADOPT BOND ORDINANCE 2025-06 AUTHORIZING THE ISSUANCE OF \$1,002,665 GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2025, OF THE URBANA PARK DISTRICT. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."**

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

Report submitted by Kelsey Beccue on behalf of Hannah Sheets.

**V. Consent Agenda**

- A. Approval of the Minutes of the November 4, 2025 Study Session Meeting
- B. Approval of the Minutes of the November 12, 2025 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 HASTING MADE A MOTION WITH A SECOND BY COMMISSIONER ROPER 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 & Expenditure Report  
Laura Orcutt presented the Revenue & Expenditure Report.
2. Action on Treasurer’s Report  
Laura Orcutt presented the Treasurer’s Report.

**COMMISSIONER WITHERS 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 reviewed changes in the Capital Budgets.

Andy Rousseau presented information on several Capital Projects, including the Kickapoo Rail Trail Trailhead pavilion construction, updates at the Perkins Road/Dog Park site including updated parking, trails, and next steps for additional amenities at Prairie/Weaver park.

**B. Executive Director**

Director Lenz provided updates on multiple projects, including:  
Annual CU Special Recreation joint Board meeting – Saw amazing growth this year, with UPD and CPD staff’s dedication to making good progress on removing ADA barriers throughout the districts;

1. You Belong Here Report – continuing great work;
2. Matrix Teams – working on revitalizing and updating these internal committees and have met with the Matrix Team leaders;
3. Strategic Plan – UPDAC – David Michael Moore art session, and can now begin focusing on structure of Strategic Plan;
4. Ace Lifetime Achievement Award – former Director Tim Bartlett won;
5. District Holiday Closure – Closed 12/24 – 12/26, as well as all of New Years Eve and New Years Day.

**C. President**

1. Review of upcoming meeting agenda  
President Stratton noted the following:  
UPF Holiday Party on 12/11/25 at 4pm at the Health and Wellness Center,  
There will be no UPDAC meeting in December,  
There is no Board Study Session in January 2026,  
The next Board Meeting is on 1/14/26,  
The next UPDAC meeting is on 1/27/26,  
The IAPD/IPRA Conference is coming up in Chicago at the end of January.

D. Liaison Reports

1. Finance Study Group

President Stratton commented that the Finance Study Group met on November 18, 2025 and plans to meet again on January 18, 2026 at 3:30pm

2. UPD Policy Study Group

Commissioner Roper noted that the UPD Policy Study Group met on December 8, 2025 for policy review and will meet again on 2/9/26 at 4:00 PM.

3. Urbana Parks Foundation Representative

Director Lenz reported that the joint UPD/UPF Board meeting happened last week and was very successful, with lots of engagement and support for continuing the break out sessions in the future. She also noted the UPF Holiday Party coming up on 12/11/25 at the Health & Wellness Center. Lastly, she commented that the UPF is likely bringing back the annual dinner in the future.

4. UPDAC Planning Study Group

Commissioner Withers noted that the UPDAC Planning Group will next meet in early 2026.

**VII. Old Business**

A. Consideration and Action on Ordinance 2025-06 An Ordinance providing for the issue of \$1,002,665 General Obligation Limited Tax Park Bonds, Series 2025, for the payment of land

1. Action to Award Low Bid
2. Action on Bond Ordinance

See above.

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

There was no old business removed from the Consent Agenda.

**VIII. New Business**

A. Action to Approve Ordinance 2025-07 Ordinance abating the tax hereto levied for the year 2025 to pay the principal of and interest on General Obligation Park Bonds (Alternate Revenue Source), Series 2019A.

Laura Orcutt noted that this is an annual action and that Aaron Gold spoke to this topic earlier in the meeting. She also noted that this is from the 6<sup>th</sup> year of a 20-year bond.

**COMMISSIONER WITHERS MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS TO APPROVE ORDINANCE 2025-07 ABATING THE TAX HERETO LEVIED FOR THE YEAR 2025 TO PAY THE PRINCIPAL OF THE INTEREST ON GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE), SERIES 2019A. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."**

B. Action to Accept the 2026 Annual Meeting Calendar

**COMMISSIONER ROPER MADE A MOTION WITH A SECOND BY COMMISSIONER WITHERS**

**TO ACCEPT THE 2026 ANNUAL MEETING CALENDAR FOR REGULAR BOARD MEETINGS, STUDY SESSIONS, JOINT MEETINGS, AND UPDAC MEETINGS. 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.

**IX. Comments from Commissioners**

Commissioner Hastings commented that former Director Tim Bartlett gave a wonderful speech at his Lifetime Achievement Ace Award acceptance and spoke well of the UPD and staff.

Commissioner Withers also commented that Anita Stein, a CU Special Recreation volunteer, also won an Ace Award, and also that there was a great turn out at Turkey Trot.

**X. Adjourn**

President Stratton adjourned the meeting at 6:54 PM.

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Cedric A. Stratton, President

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Rachel D. Lenz, Secretary

(Seal)

Date Approved: January 13, 2026