

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
MINUTES - REGULAR BOARD MEETING
TUESDAY, AUGUST 12, 2025
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, August 12, 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 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;
Corky Emberson, Superintendent of Recreation;
Lara Orcutt, Superintendent of Business Services;
Derek Liebert, Superintendent of Planning and Operations;
Andy Rousseau, Project Manager;
Keenan Portis, Park Planner;
Allison Jones served as Recorder.

I. Call to Order

Vice-President Blumthal called the meeting to order at 7:00 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 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 members of the public.

B. UPD New Staff Introductions

There were no new staff introductions.

IV. Appointment – 2025-2028 UPDAC Class

Director Lenz presented information on an additional new UPDAC nominee.

COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER WITHERS TO APPROVE THE FOLLOWING CANDIDATE TO SERVE A 3- YEAR TERMS AS PART OF THE 2025-2028 CLASS FOR THE URBANA PARK DISTRICT ADVISORY COMMITTEE (UPDAC). THE CANDIDATE IS: SARA RAND. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”

V. Urbana Park District Advisory Committee (UPDAC) Report

There was no UPDAC meeting in July.

VI. Consent Agenda

A. Approval of the Minutes of the July 8, 2025 Regular Board Meeting

B. Approval of the Minutes of the July 8, 2025 Executive Session

C. Approval of the Minutes of the July 11, 2025 Special Board Meeting

D. Monthly Reports

1. Administration

2. Planning & Operations

3. Recreation

E. Action to Accept the Philanthropy Report and Gifts Listed with Gratitude

F. Approval of the Monthly Paid Accounts Payable

COMMISSIONER ROPER 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.”

VII. Reports

A. Financial Reports

1. Revenue and Expenditure Report

Larua Orcutt presented the Revenue and Expenditure report.

2. Action on Treasurer’s Report

Larua Orcutt presented the Treasurer’s Report.

COMMISSIONER HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONERS WITHERS 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 Kickapoo Rail Trail construction, Perkins Road site development, updates at Canaday Park, and several painting projects throughout the district.

B. Executive Director

Director Lenz presented updates on several projects, including:

1. You Belong Here Report – staff are creating an accessibility check list for programs and events;
2. IPARKS Board Meeting – hosted by the Urbana Park District and was very productive;
3. King Park Rotary Presentation – was a great opportunity to gain feedback and build excitement for the upcoming King Park improvements;
4. Philo Road Event – will be held on September 7, hosted by the City of Urbana, with the goal of building community trust and build connections in the south-east Urbana area, UPD will be participating.

Corky Emberson presented visitor attendance numbers for the Crystal Lake Park Family Aquatic Center and memberships to the Health and Wellness Center.

C. President

1. Review of upcoming meeting agendas

Vice-President Blumthal noted several upcoming meeting dates, including 8/26 UPDAC, 9/2 Board Study Session, 9/9 Regular Board Meeting, and 9/23 UPDAC meeting. She also noted upcoming special events, including the Jazz Walk and Skate Fest.

D. Liaison Reports

1. Finance Study Group

Vice-President Blumthal stated that the Finance Committee will be meeting the coming week.

2. UPD Policy Study Group

Commissioner Roper stated that the Policy Study Group last met a few weeks ago to discuss accessibility policy and will be meeting again on 9/22/25.

3. Urbana Parks Foundation Representative

Vice-President Blumthal commented that the UPF met the previous day and discussed the future Delcomyn Park site, the UPF Holiday Party, Kesley Beccue participating in additional training, and UPF’s support of, and presence at, Jazz Walk.

She also noted that it would be great to present the Health and Wellness Center attendance and membership figures to the UPF Board, as they were instrumental in fundraising efforts for the project.

4. UPDAC Planning Study Group

Commissioner Hastings stated that the UPDAC Planning Study Group would next meet in 2026.

VIII. Old Business

A. Action to Accept King Park Master Plan

Keenan Portis presented final changes to the King Park Master Plan.

COMMISSIONER WITHERS MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS TO ACCEPT THE KING PARK MASTER PLAN. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

B. Action to Approve Resolution 2025-08 for OSLAD Grant Application for King Park

Keenan Portis reviewed the details and requirements of the 20205-2028 OSLAD grant application. He noted that the UPD is asking for \$600,000, of which a local match would be required, for a total project budget of approximately \$1.2 million. Staff also noted that they have discussed the project with local elected officials for their support.

COMMISSIONER HASTINGS MADE A MOTION WITH A SECONED BY COMMISSIONER ROPER TO APPROVE RESOLUTION 2025-08 FOR THE OSLAD GRANT APPLICATION FOR KING PARK. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

C. Action to Approve Easements with City of Urbana for ITEP Trail Project

Derek Liebert provided an update on the status of the City of Urbana ITEP trail project. He noted that several easements would need to be issued for the construction and placing of the trail. Next, he reviewed the project timeline and the division of maintenance once finished.

COMMISSIONER WITHERS MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS TO APPROVE 3 EASEMENTS WITH THE CITY OF URBANA FOR THE ITEP TRAIL PROJECT ALONG BAKERS LANE. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

D. Action on any Old Business removed from Consent Agenda

There was no old business removed from the Consent Agenda.

IX. New Business

A. Action on any New Business Removed from the Consent Agenda

There was no new business removed from the Consent Agenda.

X. Comments from Commissioners

Commissioner Withers commented positively on the Crystal Lake Park Art Fair. Corky Emberson noted there were approximately 2,700 community members in attendance.

Commissioner Hastings suggested providing local physical therapy offices brochures or flyers for the Health and Wellness Center.

XI. Adjourn

Vice-President Blumthal adjourned the meeting at 7:59 PM.

Cedric A. Stratton, President

Rachel D. Lenz, Secretary

(Seal)

Date Approved: September 9, 2025