

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 MINUTES – REGULAR BOARD MEETING
 TUESDAY, NOVEMBER 12, 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, November 12, 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;
 Keenan Portis, Park Planner;
 Jameel Jones, Outreach and Wellness Manager;
 Kelsey Beccue, Development Manager;
 Amy Banner, Environmental Program Manager;
 Sreelakshmi Suresh, Environmental Public Program Coordinator;
 Allison Jones served as Recorder.

I. Call to Order

President Stratton called the meeting to order at 6:00 PM.

A. Remote Attendance

There was no remote attendance requested.

II. Public Hearing for Truth in Taxation

President Stratton opened the public hearing on Truth in Taxation at 6:01 PM.

There were no comments from members of the public.

President Stratton closed the hearing at 6:02 PM.

COMMISSIONER WITHERS 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 BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS TO ADJUST THE ORDER OF THE AGENDA TO MOVE NEW BUSINESS ITEM 'B' TO IMMEDIATELY AFTER "PUBLIC COMMENT." A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

IV. Public Comment

A. Public Comment

There were no comments from members of the public.

B. Staff Introductions

1. Sreelakshmi Suresh, Environmental Public Program Coordinator – introduced by Amy Banner.

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- IX. New Business Item B: Chelsea Norton, Champaign Park District's Director of Marketing & Development
Chelsea Norton from the Champaign Park District presented information on the updated branding design for the Champaign-Urbana Special Recreation program. She noted that the CUSR Advisory Committee suggested updating the branding, so the Champaign Park District began a Request for Proposal process. Local design firm "Before Brand" was chosen and worked with CUSR to create a fresh new look for their graphics and marketing materials. Next, Chelsea presented the updated branding, logo, and graphics. She also provided information on merchandise possibilities and updating the CUSR website. She noted that a focus on the redesign was inclusivity and accessibility in both design and function. The Board expressed support for the redesign and thanked the staff for their hard work.

V. Urbana Park District Advisory Committee (UPDAC) Report

Hannah Sheets provided a written report for the October UPDAC meeting.

VI. Consent Agenda

- A. Approval of the Minutes of the October 7, 2025 Board Study Session Meeting
- B. Approval of the Minutes of the October 7, 2025 Executive Session
- C. Approval of the Minutes of the October 14, 2025 Regular Board Meeting
- D. Monthly Reports
 1. Administration
 2. Planning/Operations
 3. Recreation
- E. Approval of the Monthly Paid Accounts Payable
- F. Action to Accept the Philanthropy Report and Gifts Listed with Gratitude
- G. Action on Ordinance 2025-05 Authorizing the Sale/Disposal of Personal Property

COMMISSIONER ROPER 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 HASTINGS MADE A MOTION WITH A SECOND BY COMMISSIONER WITHERS TO ACCEPT THE TREASURER'S REPORT FOR AUDIT. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

3. Capital Budget Report

Laura Orcutt reviewed spending in the Capital Project budgets.

Andy Rousseau reviewed the status of the pavilion project at the Kickapoo Rail Trail Trailhead at Weaver Park. He also reviewed the draft Capital Budgets for 2027-2030.

B. Executive Director

Director Lenz provided updates on multiple projects, including:

- Attending the Best of the Best gala;
- Celebrating Commissioner Blumthal's 15 years of service on the UPD Board;
- Participation in the CU Pride Parade;

1. You Belong Here Report;

2. Fall Staff Retreat – included a David Michael Moore visioning session which will be presented to the Board soon;

3. IAPD Legal Symposium – several new laws being considered that would impact park districts in Illinois; staff and IAPD will be monitoring;

4. Staff Conversations – Director Lenz has been having one-on-one meetings with UPD staff and it has been great to hear everyone's perspective;

5. Cottage Roof – unexpected roof repairs needed for approximately \$21,000.

C. President

President Stratton reviewed the agendas for several upcoming meetings, including:

1. Review of upcoming meeting agendas

- 11/18/25 – UPDAC with David Michael Moore session;
- 12/2/25 – Joint UPD/UPF meeting;
- 12/4/25 – Joint CPD/UPD CUSR Board meeting;

- 12/9/25 – Regular Board Meeting;
- No UPDAC meeting in December.

D. Liaison Reports

1. Finance Study Group

Commissioner Blumthal noted that the Finance Study Group last met on October 16, 2025 and plans to meet again on November 18, 2025.

2. UPD Policy Study Group

Commissioner Roper stated that the UPD Policy Study Group will next meet on December 8, 2025 at 4:00 PM.

3. Urbana Parks Foundation Representative

Commissioner Blumthal stated that the Urbana Park District Foundation met earlier in the week and approved a \$50,000 distribution to help cover Kickapoo Rail Trail construction cost overruns. She also noted that the Urbana Park District and Urbana Parks Foundation joint Board Meeting is upcoming on 12/2/25 and will include collaborative group break-out discussions.

Staff announced that the annual UPF Holiday party will be held at the Health & Wellness Center on 12/11 from 4:00 – 6:00 PM and all are welcome to attend.

4. UPDAC Planning Study Group

Commissioner Hastings noted that the UPDAC Planning Group last met in November and received great feedback from staff.

VIII. Old Business

A. Action to Approve Tax Levy Ordinance 2025-04

Laura Orcutt noted that the Board has reviewed the draft 2025 Tax Levy previously and that all posting requirements have been completed.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS TO APPROVE ORDINANCE 2025-04 PROVIDING FOR THE LEVYING, ASSESSMENT, AND COLLECTION OF TAXES FOR THE FISCAL YEAR 2026-2027 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 2026 Capital Improvement Budget.

Staff noted that the Capital Improvements Budget has been formalized and is ready for final Board approval.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER ROPER TO APPROVE THE 2026 CAPITAL IMPROVEMENT BUDGET. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

B. Chelsea Norton, Champaign Park District’s Director of Marketing & Development
See above.

C. 2024-25 ADA Transition Plan Update

Keenan Portis and Jameel Jones presented updates on the ADA Transition Plan throughout the District. They noted that improvements have been made through updating UPD policy on service animals and mobility devices, staff trainings, eliminating barriers to participation, updating playground equipment and removing physical barriers, networking with other ADA coordinators, creating a Special Events inclusion check list, and continuing to receive feedback from the community. Staff also reviewed the ongoing list of deficiencies and the changes that have been made to correct the problems.

D. Review of Draft UPF Priority Projects Report

Kelsey Beccue presented the updated Urbana Parks Foundation Priority Projects Report. She noted that the main focus areas include Prairie/Weaver Park phase 2 amenities and King Park updates. Next, staff and Board discussed fundraising and collaboration strategies for working closely with the Foundation.

E. Action to Assign 2026 IAPD/IPRA Conference Delegate Credentials for Annual Joint IAPD/IPRA Meeting

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER HASTINGS TO CERTIFY THAT COMMISSIONER STRATTON, COMMISSIONER HASTINGS, AND COMMISSIONER WITHERS ARE DESIGNATED TO SERVE AS DELEGATES TO THE ANNUAL 2026 BUSINESS MEETING OF THE IAPD. A ROLL CALL VOTE WAS TAKEN, ALL SAID “AYE.”

Commissioner Roper also expressed interest in attending the conference.

F. Action on any New Business removed from Consent Agenda

There was no new business removed from the Consent Agenda.

X. Comments from Commissioners

Director Lenz noted that UPD staff member Katie Bickers was recently honored as one of the Central Illinois area professionals 40 Under 40.

Commissioner Hastings commented that Champaign Urbana Special Recreation will be hosting an appreciation event on Wednesday, November 19, 2025 from 4:00 – 5:00 PM for Champaign and Urbana Park District staff, Commissioners, and friends. She welcomed everyone to RSVP and attend if possible.

XI. Adjourn

President Stratton adjourned the meeting at 7:23 PM.

Cedric A. Stratton, President

Rachel D. Lenz, Secretary

(Seal)

Date Approved: December 9, 2025