

**URBANA PARK DISTRICT BOARD OF COMMISSIONERS
 MINUTES – REGULAR BOARD MEETING
 TUESDAY, OCTOBER 14, 2025
 7:00 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, October 14, 2025 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 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; Allison Jones served as Recorder.

I. Call to Order

President Stratton called the meeting to order at 7:02 PM.

A. Remote Attendance

There was no remote attendance requested.

II. Accept Agenda

COMMISSIONER BLUMTHAL 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

Two members of the public made comments regarding staffing at the Anita Purves Nature

Center.

B. UPD New Staff Introductions

1. Jessee Quick – Grounds Maintenance Technician – Introduction by Rich McMahon.

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

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

V. **Consent Agenda**

- A. Approval of the Minutes of the September 2, 2025 Board Study Session
- B. Approval of the Minutes of the September 9, 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 WITHERS MADE A MOTION WITH A SECOND BY COMMISSIONER BLUMTHAL 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.”

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 BLUMTHAL 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 presented the Capital Budget Report.

Andy Rousseau presented updates on several Capital projects, including the Kickapoo Rail Trail construction and trailhead status, painting projects at AMBUCS park, the Busey Woods bridge replacement, and next steps for the Bakers Lane ITEP trail.

4. 2025 Annual GO Bond Sale Planning Packet
Laura Orcutt reviewed the timeline for the GO Bond process, including final adoption by the Board and closing in December. She also noted that 2025 is a Bond Issue Notification Act year and this year’s sale will be subject to the posting requirements per state law. Next, Laura Orcutt reviewed the publishing requirements, the debt service base, and preliminary schedule for the sale.

B. Executive Director

Director Lenz provided updates on several projects, including:

1. You Belong Here Report – several staff training opportunities arranged for the next few months;
2. Health and Wellness 1 Year Anniversary – staff are working on planning an event to be held on January 3, 2026 from 2-5pm with more information coming soon;
3. Kickapoo Rail Trail Update – construction continues and is ongoing;
4. IPARKS Renewal – will be moving all clients to the same renewal date of January 1 each year, therefore our next policy will be only 3 months long, with a regular annual renewal in January 2026;
5. Board Meeting Times – suggested moving the Board Meeting times earlier to 6:00 PM and the Board expressed support, the adjustment will be made beginning with the November Study Session and Board Meeting.

C. President

1. Review of upcoming meeting agenda

President Stratton noted the Study Session on 11/4/25. He also noted the next Board Meeting was scheduled for 11/11/25, which is a UPD holiday. Board and staff discussed options and decided that the meeting will be moved to 11/12/25.

D. Liaison Reports

1. Finance Study Group

President Stratton noted that the Finance Study Group last met on September 22, 2025 and will be meeting again on October 16, 2025.

2. UPD Policy Study Group

Commissioner Roper noted that the Policy Study Group had been working on and updates and changes to the ADA policy, and will be meeting next on 11/17/25.

3. Urbana Parks Foundation Representative

Commissioner Blumthal noted that the Urbana Parks Foundation met the previous day and approved a lease with a solar contractor for the land that will eventually become Delcomyn Park. She noted that the income from the solar lease will be used for youth scholarships and also longer-term investments. Commissioner Blumthal also presented information regarding the gap in funding for the Kickapoo Rail Trail – approximately \$1.9 million – and the groups contributing to fill that gap. She noted that the UPF was also asked to contribute. Lastly, Commissioner Blumthal stated that the UPF is considering engaging with a consultant regarding fundraising efforts for the Weaver-Prairie Park phase 2 development.

4. UPDAC Planning Study Group

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

VII. **Old Business**

- A. Action on any Old Business removed from Consent Agenda

There was no old business removed from the Consent Agenda.

VIII. **New Business**

- A. Action on Resolution 2025-09 Determining Amount to be Raised by Taxation
Laura Orcutt highlighted upcoming changes in the tax base, as well as the adjustment to the CPI. She noted that the Board will need to determine what amount will appear in the Black Box posting, and that the Board had reviewed options previously. She also stated that it is important to capture all new tax revenue available to the UPD but the amount received is always limited by tax-caps.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER WITHERS TO APPROVE RESOLUTION 2025-09 DETERMINING THE AMOUNTS ESTIMATED TO BE NECESSARY FOR THE 2025 LEVY PAYABLE IN 2026 UPON TAXABLE PROPERTY IS \$12,727,288. A ROLL CALL VOTE WAS TAKEN, ALL SAID "AYE."

- B. Review of Preliminary 2026 Capital Improvement Budget
Andy Rousseau reviewed the 2026 Capital Improvement Budget, which will be up for formal approval in November. He reviewed specific projects, including hardscapes and fencing, playground replacement, software, a golf cart, tree work, vehicles and equipment, CLPFAC improvements, EV charging stations, and the Busey Woods bridge replacement. The Board asked about further information regarding charging stations and electric vehicle purchase timelines and suggested a Study Session on the topic for further discussion.
- C. Action to Approve the Board Policy Manual ADA Updates
Keenan Portis reviewed proposed changes from the UPD Policy Study Group to the UPD's Americans with Disabilities Act (ADA) policies. He noted specific changes in the sections regarding service animals and power-driven mobility devices, as well as updates to remain in compliance with federal regulations.

COMMISSIONER BLUMTHAL MADE A MOTION WITH A SECOND BY COMMISSIONER ROPER TO APPROVE THE UPDATED POLICY MANUAL TO ENSURE COMPLIANCE WITH THE U.S. DEPARTMENT OF JUSTICE CIVIL RIGHTS DIVISION REGULATIONS AND TO SUPPORT THE SAFETY AND INCLUSION OF ALL URBANA PARK DISTRICT PARK USERS. 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 Blumthal congratulated staff for securing a donation for the Anita Purves Nature Center climate initiative.

X. **Adjourn**

President Stratton adjourned the meeting at 8:37 PM.

Cedric A. Stratton, President

Rachel D. Lenz, Secretary

(Seal)

Date Approved: November 12, 2025