

Journal of Proceedings
REGULAR MEETING – BOARD OF COMMISSIONERS
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT
Thursday, June 21, 2007

REVISED

Outdoor Recreation Center, Homer Lake Forest Preserve, Homer, Illinois

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting, Thursday, June 21, 2007 at the Outdoor Recreation Center, Homer Lake Forest Preserve, Homer, Illinois. President Toalson called the Regular Meeting to order at 6:33 p.m. and asked the Vice President, Commissioner Herricks, to call the roll. Roll was taken with the following commissioners present: Herricks, Toalson and Zehr. Commissioner Wene was absent with notice.

REMOTE ATTENDANCE - None.

AGENDA MODIFICATIONS - None.

NEW BUSINESS

A. Resolution Honoring Ruth Green

The Board presented the resolution to Ruth Green. Ms. Green thanked the commissioners and staff.

B. New Commissioner Swearing-In Ceremony

Brenda Molano-Flores was sworn in as a commissioner on the Champaign County Forest Preserve District Board.

Commissioner Molano-Flores was present at 6:40 p.m.

C. Election of Officers

Commissioner Herricks moved that Commissioner Molano-Flores occupy the position of Assistant Secretary/Treasurer of the Board of Commissioners. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

SECRETARY REPORT

Vice President Herricks moved the Regular Meeting minutes of May 17, 2007 be approved. He noted this set of minutes included information on Executive Director Pagac's performance pay increase. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

TREASURER REPORT

Commissioner Zehr moved that the Board approve payment of checks #80084 through #80532 dated May 11, 2007 through June 15, 2007, including a wire transfer for payment of FED/FICA/state & sales taxes for a total of \$478,870.14. Commissioner Herricks seconded. A voice vote was taken. Motion carried.

Commissioner Zehr gave the Treasurer's Report for May 2007. The outstanding bonds were \$194,000. As of May 31, 2007, the investments of the District totaled \$2,771,119.27 with ending cash available totaling \$100,727.78. Income for the month totaled \$606,097.11 and expenses totaled \$329,735.38. Commissioner Zehr moved for approval. Commissioner Molano-Flores seconded. A voice vote was taken. Motion carried.

AUDIENCE REMARKS/INPUT – None.

COMMISSIONERS REMARKS/INPUT

The following are highlights. The Board:

- complimented the aesthetics of Homer Lake Forest Preserve noting the extensive invasive removal, new vault restroom, new maintenance shed addition and roof.
- thanked staff for the dinner and gave special appreciation to Roy Woodmansee for his grilling talents.
- complimented the Early American Museum receipt of a Teaching American History grant.
- welcomed Commissioner Molano-Flores. Commissioner Molano-Flores said she was honored to be on the Board.

BOARD COMMITTEES REPORTS – None.

STAFF REPORTS

The following are highlights:

- Executive Director Jerry Pagac noted the need for a Rules and Regulations Ordinance Ad Hoc Committee meeting.
- Director Pagac spoke about the possibility of applying for a JELD-WEN grant to help cover the cost of energy-efficient replacement windows at the Middle Fork Activity Center.
- Director Pagac complimented Golf Director Dave Torrens for the well-handled Cart Barn Project which was nearing completion, as well as the overall aesthetics of the golf course.
- The Golf Course Entrance Renovation Project will take place in the fall.
- Positive reaction had been received on the new vault restrooms.
- Brad Houchens was introduced as the new full-time Homer Lake Operations staff member, and Homer Lake seasonals Trey Coffey and Joe Hopper were also introduced.
- President Toalson asked if the \$100,000.00 decrease in taxes at the end of May was due to timing of payment installments. Staff said it was and that the District would actually be receiving \$12,000.00 more than last year by the end of the year.

In addition to written reports included in the Board packets, staff provided activity summaries for the following departments: 1. Planning; 2. Construction; 3. Natural Resources and Forestry; 4. Botanical Garden; 5. Early American Museum; 6. Environmental Education; 7. Public Relations; 8. Volunteers; 9. Administration; 10. Golf Course; 11. Lake of the Woods/River Bend Forest Preserves; 12. Middle Fork River Forest Preserve and 13. Homer Lake Forest Preserve. Commissioner Herricks moved to accept the staff reports. Commissioner Zehr seconded. A voice vote was taken. Motion carried. These reports are available in their entirety at District Headquarters and on the District website at www.ccfpd.org.

CCFPD FOUNDATION BOARD REPORT

Executive Director Pagac gave a summary of recent activities: development of a script for the longer-format programming; informational television spots running again with positive feedback being received; planning for the annual golf outing fundraiser, which may also include a canoe trip option; and study of feasibility of hiring a Development Director.

CITIZENS ADVISORY COMMITTEE REPORT

Planning Director Sally Prunty said native shrub and perennial seed propagation for the District may be taken on as a UI class project. The Board thanked the Citizens Advisory Committee for attending the meeting tonight and for all of their valuable contributions to the District.

OLD BUSINESS – None.

NEW BUSINESS (cont.)

D. Facilities Committee

1. Showerhouse Renovation

Middle Fork Site Superintendent Matt Kuntz said quotes for plumbing were higher than anticipated, and therefore the budget process for the project would need to be reviewed. Commissioner Herricks explained this project would be presented to the Board as a not-to-exceed blanket approval similar to the Museum Annex Project.

E. Personnel Committee – None.

F. Rules and Regulations Ad Hoc Committee – None.

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G. Prevailing Wage Rate Ordinance #07-3

Commissioner Herricks moved that the Board approve Prevailing Wage Rate Ordinance #07-3, the Prevailing Wage Act, as required by the Illinois Secretary of State's Office. Commissioner Molano-Flores seconded. A voice vote was taken. Motion carried.

H. Resolution of Authorization of Grant

Commissioner Zehr moved to approve the Resolution of Authorization as part of the OSLAD/LWCF grant application process. Commissioner Molano-Flores seconded. A voice vote was taken. Motion carried.

I. Kellogg Grant for Access to Recreation

Commissioner Herricks moved to authorize the District to join with Champaign and Urbana park districts in an application for a grant to fund the design and construction of an accessible fishing structure at River Bend Forest Preserve. Commissioner Zehr seconded. Director Pagac gave a review of the Kellogg Grant process and said the application deadline was next week. Commissioner Molano-Flores asked what type of materials would be used to build the hanging fish habitat. Director Pagac said research was in progress for potential materials. Commissioner Herricks spoke about the great rare opportunity this provided for the District to have a valuable facility as well as lake improvement. A voice vote was taken. Motion carried.

J. Champaign County Convention and Visitors Bureau Board Representative

Commissioner Zehr moved to appoint Jerry Pagac as the Champaign County Convention and Visitors Bureau (CUCVB) Board Representative and appoint Andee Chestnut as the proxy. Commissioner Molano-Flores seconded. A voice vote was taken. Motion carried.

K. Budget Review Presentation

Deputy Director Jan Plotner gave an overall financial review of the 2007 District Revenue and Expenses to date. The following are highlights:

- Tax revenue increased \$12,000.00 and personal property tax revenue increased \$20,000.00 in comparison to 2006.
- Interest income is significantly higher than last year.
- Overall user fees are down and golf course revenue has decreased.
- Operating expenditures are at 36% to date.
- Capital expenditures are at 60% to date.

The Board thanked Deputy Director Plotner for the concise review. Deputy Director Plotner advised similar reviews would be on the agenda every few months.

L. Purchase of Dump Truck (MF)

Commissioner Herricks moved to approve the purchase of one (1) 2008 Ford F-450 Dump Truck at the State of Illinois bid price of \$42,673.00. This purchase was presented to and recommended by the Facilities Committee. President Toalson asked where the truck would be purchased. Staff advised it would be purchased from Bob Ridings in Taylorville. The Board asked if there were any in-county dealerships with this truck. Staff said there were not, but the truck would be serviced in-county. Commissioner Herricks noted the purchase price was slightly more than budgeted but that the additional costs were justifiable and well explained. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

OTHER BUSINESS – None.

EXECUTIVE SESSION

Commissioner Zehr made a motion at 7:53 p.m. to convene into Executive Session under the Illinois Open Meetings Act, specifically section 2(c)(5) for discussion of the purchase or lease of real property for the use of the public body. Commissioner Herricks seconded. A roll call vote was taken. The following commissioners voted "yes": Herricks, Molano-Flores, Toalson and Zehr. Motion carried. Executive Director Jerry Pagac, Natural Resources Director Dan Olson and Legal Counsel Matt Deering were also present.

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EXECUTIVE SESSION (cont.)

Commissioner Herricks made a motion at 8:29 p.m. to go back into the Regular Meeting. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

OPEN SESSION – None.

MEETING ADJOURNMENT

Commissioner Zehr made a motion to adjourn the Regular Meeting. Commissioner Molano-Flores seconded. Motion carried unanimously. Meeting adjourned at 8:30 p.m.