

**Journal of Proceedings**  
**REGULAR MEETING – BOARD OF COMMISSIONERS**  
**CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT**  
**Thursday, February 16, 2006**  
**Anita Purves Center, 1505 N. Broadway Avenue, Urbana, Illinois**

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting, Thursday, February 16, 2006 at the Anita Purves Center, 1505 N. Broadway Avenue, Urbana, Illinois. President Toalson called the Regular Meeting to order at 6:05 p.m. and asked the Secretary, Commissioner Wene, to call the roll. Roll was taken with the following commissioners present: Herricks, Toalson, Wene and Zehr. Commissioner Green was absent with notice.

**AGENDA MODIFICATIONS**

None.

**SPECIAL PRESENTATION – COMMUNITY SERVICE AWARD**

President Toalson presented a Community Service Award to representatives of the Lincoln's Challenge Academy in honor of the work they have done and continue to do at the Middle Fork River Forest Preserve.

President Toalson introduced and welcomed future District Executive Director Jerry Pagac, who was scheduled to begin on February 27, 2006.

**REPORT OF THE SECRETARY**

There were no additions or corrections to the minutes of the Special Meeting of January 9, 2006; Special Meeting of January 10, 2006; Special Meeting of January 16, 2006; Special Meeting of January 17, 2006; Public Hearing of January 19, 2006; Regular Meeting of January 19, 2006; Special Meeting of January 23, 2006; Special Meeting of January 24, 2006 and Special Meeting of January 30, 2006. Commissioner Wene moved for approval. Commissioner Herricks seconded. A voice vote was taken. Motion carried.

Commissioner Wene moved for approval of the minutes of the Executive Session of January 9, 2006; Executive Session of January 10, 2006; Executive Session of January 16, 2006; Executive Session of January 17, 2006; Executive Session of January 23, 2006; Executive Session of January 24, 2006 and the Executive Session of January 30, 2006. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

**REPORT OF THE TREASURER**

Commissioner Zehr moved that the Board approve payment of checks #74898 through #75115 dated January 14, 2006 through February 10, 2006, including wire transfers for payment of FED/FICA/state & sales taxes for a total amount of \$168,220.81. There were no void checks. Commissioner Wene seconded. President Toalson acknowledged Legal Counsel Jeff Tock's recent legal work for the District and advised that a thank you letter from the Board would be drafted. A voice vote was taken. Motion carried.

Commissioner Zehr gave the Treasurer's Report for January 2006. There were no outstanding bonds. As of January 31, 2006 the investments of the District totaled \$3,093,723.01 with cash available totaling \$21,533.82. Income for the month totaled \$254,580.84 and the expenses totaled \$179,514.60. Commissioner Zehr moved to accept the Treasurer's Report for January 2006. Commissioner Herricks seconded. A voice vote was taken. Motion carried.

**REMARKS AND/OR INPUT FROM THE AUDIENCE**

Dixie Jackson commented on the increasing presence of dogs at Homer Lake Forest Preserve and recommended that a cleanup policy, appropriate signage and dog waste bags should be considered during discussion of the District leash law. Staff said there is currently a cleanup policy and that dog waste stations were to be in place at Homer Lake Forest Preserve in the near future.

**REMARKS AND/OR INPUT FROM THE COMMISSIONERS**

Commissioner Herricks spoke about the benefits of volunteer efforts at the District and discussed various methods of appropriate recognition.

Commissioner Wene suggested that in addition to the dog waste issue, the effect of dogs on the natural areas and the District conservation policy should also be investigated.

President Toalson suggested that staff present the bylaws to the Personnel Committee to begin the updating process.

**REPORT OF THE BOARD COMMITTEES**

**1. Facilities Committee**

Commissioner Herricks reviewed the Facilities Committee report from the February meeting noting the action items and discussion items. The following arose from the Report of the Facilities Committee:

- Leash Law had been reviewed and possible modifications discussed including the potential of an all preserve leash law with the possibility of designated areas where dogs would be allowed to be off lead with the owner.
- Staff reported meetings with CSX had resulted in trail acquisition process which may include federal funding.
- There was discussion of grant application procedures. President Toalson advised staff to develop a grant policy for the Executive Director for review and then present to the Board.
- President Toalson spoke about the upcoming County Zoning meeting noting the agenda included a potential policy restricting development within 250 feet of forest preserve properties and suggested the District provide a statement. Staff will prepare a draft statement for review by the President.

**2. Personnel Committee**

Commissioner Wene said the personnel policy was in the process of review and that following revisions, the policy would be distributed to the Board.

**REPORT OF THE STAFF**

Interim Director Jan Plotner announced that Bryan Stevens had been promoted to Construction Manager. The Board congratulated Mr. Stevens.

Natural Resources Director Dan Olson said that prescribed burns would be taking place at the District over the next six weeks. Commissioner Zehr asked about the recent Salt Fork River Steering Committee meeting. Natural Resources Director Olson gave a summary of committee activities and advised that 319 Grant monies were funding the development of a Salt Fork River Management Plan and a draft of this plan would be presented to the Board in the future.

Commissioner Herricks made suggestions of appropriate volunteer or donor recognition.

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 Information; 8. Volunteers; 9. Administration; 10. Hartwell C. Howard Golf Course; 11. Lake of the Woods/River Bend Forest Preserves; 12. Middle Fork River Forest Preserve and 13. Homer Lake Forest Preserve. Commissioner Zehr moved to accept the staff reports. Commissioner Herricks 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](http://www.ccfpd.org).

**REPORT OF THE CCFPD FOUNDATION BOARD**

Interim Director Jan Plotner said staff met with Foundation Vice President Eric Robeson regarding the Foundation Gift Book and that the next Foundation Board meeting was scheduled for March 9<sup>th</sup> at 7:30 a.m. at Perkins Restaurant, Urbana.

**REPORT OF THE CITIZENS ADVISORY COMMITTEE**

None.

**OLD BUSINESS**

**1. Master Plan Update**

Planning Director Sally Prunty noted the consultants' final version of text had been distributed to the Board. President Toalson suggested that staff review the document with future Executive Director Jerry Pagac and then schedule a Study Session with the Board.

**2. Public Museum Operations Grant (EAM)**

Early American Museum Director Cheryl Kennedy explained the major role that volunteers Vic Isaksen and Ed Sheehan have in both the acquisition and implementation of the grant. The Board expressed thanks and suggested that proper recognition be presented at the completion of the project.

**NEW BUSINESS**

**A. FACILITIES COMMITTEE**

**1. Review of Leash Law**

None.

**2. Mowing Policies (LOW)**

Commissioner Herricks gave a review of previous Facilities Committee discussions regarding the mowing policies highlighting the following: considerable negative feedback from the public; current no-mow areas are beyond the realm of the staff's capabilities for proper care and nurturing of a true restoration; signage providing education on proper restoration was needed; current areas pose health and safety issues; and the potential for volunteer care area projects.

Lake of the Woods Site Superintendent Tom Pike gave a presentation on the proposed changes to the current mowing policies at Lake of the Woods.

Natural Resources Director Dan Olson suggested that a management plan for the areas was needed. He stated that without direct management the areas would have considerable potential for exotic invasion. Mr. Olson added that there were also additional areas currently being mowed that had potential to be naturalized and that this would be reviewed.

The Board acknowledged that both positive and negative feedback had been received on this issue and discussed the presentation. President Toalson asked staff to consider the previous discussion and come up with a management plan.

**3. CSX Bike Trail**

None.

**4. Purchase of Equipment**

**a. Cushman Turf Truckster (GC)**

Commissioner Herricks moved to approve the purchase of a new Cushman Truckster from Birkey's Turf Equipment Company of Urbana for the amount of \$12,750.00. Commissioner Wene seconded. Commissioner Herricks noted this purchase had been presented to the Facilities Committee and was recommended as it was the best choice of the three bids received. A voice vote was taken. Motion carried.

**b. Greens King IV Triplex Green Mowers (GC)**

Commissioner Herricks moved to approve the purchase of two new Jacobsen Greens King IV green mowers from Birkey's Turf Equipment Company of Urbana for the amount of \$44,450.00. This is in excess of the budgeted amount by \$2,450.00, due to an unmentioned cost increase following the budget process. Commissioner Herricks noted this purchase had been presented to the Facilities Committee and was recommended. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

**NEW BUSINESS (cont.)**

**4. Purchase of Equipment (cont.)**

**c. Replacement Front Mount Mower (LOW)**

None.

**d. Replacement Back Hoe (MF)**

None.

**5. Maintenance Building (GC)**

None.

**6. Golf Course Entrance (GC)**

None.

**7. District Road Work**

Commissioner Herricks said staff was working on the road work plan and illustrations would be available at the next Board Meeting.

**8. Dowell Property**

Commissioner Herricks said that the Rotary Club of Mahomet would not be able to fund the shelter project as initially intended.

**9. Botanical Garden**

Planning Director Sally Prunty said staff had met with an engineer regarding the waterfall intake pipe issue noting a temporary solution had been provided until the engineer study had been completed.

**10. Regularly Scheduled Meeting Dates**

Commissioner Herricks moved to add regular meetings of the Facilities Committee to be held on the first Thursday of the month at 5:30 p.m. at the Golf Course Clubhouse, Lake of the Woods Forest Preserve, Mahomet, Illinois. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

**B. PERSONNEL COMMITTEE**

**1. District Full-Time Job Openings**

Commissioner Wene moved for staff to proceed to advertise and fill one full-time Lake of the Woods/River Bend Maintenance Operations I position and one full-time Construction Maintenance I position. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

**2. Personnel Policy**

None.

**C. Ordinance #06-1 Authorizing the Issuance of General Obligation Bonds for 2006**

Commissioner Herricks moved the Board of Commissioners adopt Ordinance #06-1, authorizing the issuing of General Obligation Development Bonds, Series 2006, of the Champaign County Forest Preserve District, in the amount of \$194,000. Commissioner Wene seconded. A roll call vote was taken. The following commissioners voted "yes" Herricks, Toalson, Wene and Zehr. Motion carried.

**D. Ordinance #06-2 Appropriating Proceeds With Respect to General Obligation Bonds for 2006**

Commissioner Wene moved the Board of Commissioners adopt Ordinance #06-2, appropriating the proceeds with respect to \$194,000 of General Obligation Development Bonds, Series 2006, of the Champaign County Forest Preserve District, to be used for the completion of numerous District projects. Commissioner Herricks seconded. A roll call vote was taken. The following commissioners voted "yes": Herricks, Toalson, Wene and Zehr. Motion carried.

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**NEW BUSINESS (cont.)**

**E. District Marketing Plan**

Public Information Director Andee Chestnut presented the District Advertising and Marketing Plan. She noted the plan represented the five revenue-producing facilities. Interim Director Jan Plotner said all monies had been budgeted except for the reserve monies from the General Store Fund. She said spending of these reserves monies would need to be brought to the Board for approval.

**OTHER BUSINESS**

President Toalson presented Interim Director Jan Plotner with an award in honor of her work during her term as Interim. Ms. Jan Plotner thanked staff and the Board for their support.

Public Information Director Andee Chestnut announced a potential date of June 10, 2006 for the Grand Opening of the River Bend Forest Preserve.

**MEETING ADJOURNMENT**

Commissioner Wene made the motion to adjourn the Regular Meeting. Commissioner Herricks seconded. Motion carried unanimously. Meeting adjourned at 8:07 p.m.

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Ruth Wene, Secretary  
Board of Commissioners  
Champaign County Forest Preserve District