

Journal of Proceedings
REGULAR MEETING – BOARD OF COMMISSIONERS
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT
Thursday, July 19, 2007

Activity Center, Middle Fork River Forest Preserve, Penfield, Illinois

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting, Thursday, July 19, 2007 at the Activity Center, Middle Fork River Forest Preserve, Penfield, Illinois. President Toalson called the Regular Meeting to order at 6:03 p.m. and asked the Secretary, Commissioner Wene, to call the roll. Roll was taken with the following commissioners present: Toalson, Wene and Zehr. Commissioners Herricks and Molano-Flores were absent with notice.

NEW BUSINESS

A. Election of Officers

Commissioner Zehr moved that the commissioners occupy the following offices from July 2007 to June 2008: Ms. Wene, President; Mr. Herricks, Vice President; Mr. Zehr, Treasurer; Mr. Toalson, Secretary; and Ms. Molano-Flores, Assistant Secretary/Treasurer. Commissioner Wene seconded. A voice vote was taken. Motion carried.

REMOTE ATTENDANCE – None

AGENDA MODIFICATIONS

President Wene advised New Business Item I. – Update on Ratio Contract would be moved up in the agenda.

NEW BUSINESS (cont.)

I. Update on Ratio Architects Contract

Executive Director Jerry Pagac gave background information on the contract with Ratio Architects. Rob Proctor of Ratio Architects provided an update on progress on conceptual design development.

SECRETARY REPORT

Commissioner Toalson asked for any additions or corrections to the Regular Meeting minutes of June 21, 2007. Commissioner Wene advised the second sentence under Secretary Report should be removed. Commissioner Toalson moved for approval of the Regular Meeting minutes of June 21, 2007 as amended. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

Commissioner Toalson moved for approval of the following sets of Executive Session minutes: May 17, 2007 and June 21, 2007. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

TREASURER REPORT

Commissioner Zehr moved that the Board approve payment of checks #80533 through #80942 dated June 16, 2007 through July 13, 2007, including wire transfers for payment of FED/FICA/state & sales taxes for a total of \$450,954.54 excepting from that void checks #80441 and #80476. Commissioner Toalson seconded. A voice vote was taken. Motion carried.

Commissioner Zehr gave the Treasurer's Report for June 2007. The outstanding bonds were \$97,000. As of June 30, 2007, the investments of the District totaled \$3,226,499.28 with ending cash available totaling \$113,251.06. Income for the month totaled \$1,059,629.86 and expenses totaled \$531,726.54. Commissioner Zehr moved for approval of the Treasurer's Report for June 2007. Commissioner Toalson seconded. A voice vote was taken. Motion carried.

AUDIENCE REMARKS/INPUT – None

COMMISSIONERS REMARKS AND/OR INPUT

The following are highlights. The Board:

- expressed the Don Humphrey Recognition had been a moving experience.
- complimented the restoration and improved aesthetics of the 40 acre in-holding acquired at Middle Fork River Forest Preserve.

BOARD COMMITTEES REPORT – None

STAFF REPORT

The following are highlights:

- Executive Director Jerry Pagac acknowledged those involved in making the 2007 Freedom Fest event a success including Site Superintendent Tom Pike and the Lake of the Woods Operations Department for their efficient work before, during and following the event; Public Information Director Andee Chestnut and Finance Assistant Vickie Thompson for their work as

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STAFF REPORT (cont.)

liaisons between the District and the Freedom Fest Committee; and Chuck Thompson and the Freedom Fest Committee for their time and efforts.

- Grant updates include: two OSLAD grants applications were submitted; a Jeld-WEN grant application is in progress; a Clean Energy grant was awarded; a Bicentennial Commission grant was awarded to the Early American Museum; and the reimbursement process has begun for the Public Museum Operating grant.
- Potential partnership on scholarship program possibilities between the District Foundation and the Parkland Foundation is in progress.
- Director of Golf Dave Torrens announced the golf course had been recertified as an Audubon Sanctuary and gave special thanks to former District employee Jeremy Shafer for his role in making the certification happen.
- All remaining pit toilets have been removed and will be put on eBay in the near future.

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 Zehr moved to accept the staff reports. Commissioner Toalson 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

Public Information Director Andee Chestnut read a summary of recent activities from Foundation President Eric Robeson: voice-over recordings for the video; planning of annual golf outing fundraiser which will parallel a canoe-trip, and development of the scholarship program.

CITIZENS ADVISORY COMMITTEE REPORT – None

OLD BUSINESS – None

NEW BUSINESS (cont.)

B. Facilities Committee (Did not meet this month)

1. Showershouse Renovation Update

Director Pagac said research was in progress regarding alternative specifications and quotes for the project which would be presented to the Board in the near future.

C. Personnel Committee (Did not meet this month)

D. Rules and Regulations Ad Hoc Committee (Did not meet this month)

E. Preliminary Audit Presentation

Clifton Gunderson Associate Jeff Livesay stated the Board had received a copy of the audit. He explained there had been no significant deficiencies and asked the Board to contact him with any questions prior to the August Board meeting. Commissioner Toalson asked if the CCFPD Foundation had a separate audit. Mr. Livesay said it did not, and it was not required.

F. NRPA Congress Travel

Commissioner Toalson moved the Board approve registration and travel expenses for CCFPD employees and two commissioners to attend the National Recreation and Parks Association Congress (NRPA) in Indianapolis, Indiana at a total cost of \$8,000.00. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

G. Flooring Proposal (LOW)

Commissioner Zehr moved to approve the installation of epoxy flooring in Lake of the Woods Pavilion, Elks Lake Pavilion, Izaak Walton Cabin and the Boat Peninsula restroom by Midwest Seamless Flooring at a cost of \$42,890.00. Commissioner Toalson seconded. Commissioner Toalson noted this was \$3,806.00 under the budgeted amount. A voice vote was taken. Motion carried.

NEW BUSINESS (cont.)

H. Homer Lake Roads Project (PN)

Commissioner Toalson moved to award the contract for the Homer Lake Roads Project to Illiana Construction Company in the amount of \$31,496.00. Commissioner Zehr seconded. Commissioner Toalson noted Illiana Construction Company was the only company in the area that does this specific kind of work. A voice vote was taken. Motion carried.

J. CCDC Request

Commissioner Toalson moved to designate the CCFPD as the lead agency for the Urbana to Danville CSX Trail, otherwise known as the Kickapoo Trail project, in cooperation with the Vermilion County Conservation District and the Champaign County Design and Conservation Foundation. Commissioner Zehr seconded. Executive Director Jerry Pagac gave background information and explained the benefit of this request in receiving the state earmarked funds as well as hiring a firm to complete the Phase 1 Environmental Work. Director Pagac said the contract with the firm would be brought before the Board for approval. A voice vote was taken. Motion carried.

EXECUTIVE SESSION

Commissioner Toalson made a motion at 7:30 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 Zehr seconded. A roll call vote was taken. The following commissioners voted "yes": Toalson, Wene and Zehr. Motion carried. Executive Director Jerry Pagac, Deputy Director Jan Plotner and Legal Counsel Matt Deering were also present.

Commissioner Toalson made a motion at 8:03 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 Toalson made the motion to adjourn the Regular Meeting. Commissioner Zehr seconded. A voice vote was taken. Motion carried. Meeting adjourned at 8:04 p.m.