

Journal of Proceedings
REGULAR MEETING – BOARD OF COMMISSIONERS
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT

Thursday, March 20, 2008

Golf Course Clubhouse, Lake of the Woods Forest Preserve, Mahomet, Illinois

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting, Thursday, March 20, 2008 at the Golf Course Clubhouse, Lake of the Woods Forest Preserve, Mahomet, Illinois. President Wene called the Regular Meeting to order at 6:00 p.m. and asked the Secretary, Commissioner Toalson, 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.

REMOTE ATTENDANCE – None.

AGENDA MODIFICATIONS

The Special Presentation – Community Service Award was postponed to the April agenda; Foundation Board Report was moved up in the agenda and agenda item F. Mizuno Contest Discussion was added to New Business.

CCFPD FOUNDATION BOARD REPORT

Foundation Board President Eric Robeson gave an overview of recent activities including completion of the District Informational Video which will air on City of Champaign and Urbana Government Access television as well as You Tube and the District website; annual fundraiser mailing went out and donations have been received along with a \$25,000 pledge; Hugh Gallivan was to take over as President; and Jim Capel turned in his resignation thus leaving a vacancy on the Board. The Board and Executive Director Jerry Pagac expressed appreciation to Eric Robeson for his tremendous leadership and hard work during his term as President.

SECRETARY REPORT

Commissioner Toalson moved for acceptance of the Facilities Committee Meeting Minutes of January 14, 2008. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

Commissioner Toalson moved for approval of the Regular Meeting minutes of February 21, 2008. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

TREASURER REPORT

Commissioner Zehr moved that the Board approve payment of checks #83372 through #83608 dated February 16, 2008 through March 14, 2008 for a total amount of \$317,277.19 including wire transfers for payment of FED/FICA/state and sales taxes and excepting from that void checks #83337, #83363, #83296 and #83453. Commissioner Toalson seconded. A voice vote was taken. Motion carried.

Commissioner Zehr gave the Treasurer's Report for February 2008. The outstanding bonds totaled \$194,000. As of February 29, 2008, the investments of the District totaled \$2,390,060.18 with ending cash available totaling \$65,398.68. Income for the month totaled \$286,467.54 and expenses totaled \$553,908.73. Commissioner Zehr moved to accept the Treasurer's Report for February 2008. Commissioner Toalson seconded. A voice vote was taken. Motion carried.

AUDIENCE REMARKS AND/OR INPUT – None.

COMMISSIONERS REMARKS AND/OR INPUT

The following are highlights. The Board complimented the staff for:

- publicity the District had received recently.
- Bricks and Balustrades Exhibit at the Early American Museum.
- Summer Programs brochure.

STAFF REPORT

The following are highlights:

- Executive Director Jerry Pagac introduced Pam Leiter as the new Environmental Education and Interpretation

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STAFF REPORT (cont.)

Coordinator and said Stacey Clementz had been promoted to Environmental Education Program Specialist.

- Executive Director Jerry Pagac gave special recognition to Director of Golf Dave Torrens for his exemplary team work as shown by his transportation of a golf car to River Bend for use by an Environmental Education program attendee who had accessibility issues, and he also noted that Dave had provided the Botanical Garden Department with a utility vehicle in a time of need.
- The Middle Fork Residence foundation has been poured and the project completion date was nearing.
- Museum accreditation materials were scheduled to be reviewed by end of April rather than June.
- The District had not received any calls regarding the new leash policy. The District plans to use education stressing the safety issue as opposed to a harsher, law enforcement approach.
- Golf Course planned to open the following week and has a new website which is at www.golfthelake.com.

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. 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.

CITIZENS ADVISORY COMMITTEE REPORT

Executive Director Jerry Pagac said the Citizens Advisory Committee was in the process of determining projects and Chris Johns was elected as Outreach Committee Chair.

OLD BUSINESS – None.

NEW BUSINESS

A. Facilities Committee

1. Purchase of Equipment

a. Utility Vehicle (LW) and b. Utility Vehicle (BG)

Commissioner Zehr said the Facilities Committee discussed this purchase and recommended that staff enter into the bidding process and then go directly to the Board for approval.

2. Activity Center Renovation Project (MF)

a. Flooring

Commissioner Zehr moved the Board approve the installation of epoxy flooring for the Activity Center by Midwest Seamless Flooring at a cost of \$19,000. Commissioner Toalson seconded. Commissioner Zehr explained this type of flooring had been used successfully throughout the District. However, this project cost was a bit higher due to the underlayment required because the Activity Center is on a crawl space. A voice vote was taken. Motion carried.

3. Golf Course Entrance Project (GC)

Commissioner Zehr moved the Board approve the proposal from Champaign Asphalt for the Golf Course Entrance and Parking Lot Renovation for the price of \$212,500. Commissioner Toalson seconded. Commissioner Zehr noted this was the lower of the two bids received. A voice vote was taken. Motion carried.

B. Personnel Committee – None.

C. Action Plan

Finance Director John Baker distributed a draft Action Plan and explained the three main priorities were staffing, marketing, and facility maintenance. He asked the Board to review the document and provide feedback and said an updated version would be presented to the Board for approval in the future.

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NEW BUSINESS (cont.)

D. Intergovernmental Agreement with Vermilion County Conservation District

Executive Director Pagac said this would be brought back to the Board for approval in the future and gave the following background information:

- { This agreement would be codifying the District and Vermilion County Conservation District (VCCD) as joint governmental sponsors for the Kickapoo Rail Trail project and would need to be approved by VCCD's Board as well.
- { Senator Durbin had earmarked \$400,000 toward this project and in order to access this money the project must have a governmental sponsor. CCFPD has agreed to be the government sponsor.
- { A second document for the Board's consideration will be a Preliminary Engineering Services Agreement with Sodemann & Associates to do Phase I Environmental work on the project. All money spent will be reimbursed to the District by the Illinois Department of Transportation.

E. Citizens Advisory Committee Appointment

Commissioner Toalson moved to approve the appointment of Christopher White to the Citizens Advisory Committee for a full three-year term that expires in 2010. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

F. Mizuno Contest Discussion

Executive Director Jerry Pagac explained the contest regulations as well as the potential issues associated with the District and Golf Professional Dave Huber's participation. There was a discussion and Legal Counsel Matt Deering did not see a problem but advised there would be further research into the legal facets.

EXECUTIVE SESSION

Commissioner Toalson made a motion at 7:27 p.m. to convene into Executive Session under the Illinois Open Meetings Act, specifically sections 2(c)(1) for discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity; 2(c)(5) for discussion of the purchase or lease of real property for the use of the public body and 2(c)(21) for discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Commissioner Zehr seconded. A roll call vote was taken. The following commissioners voted "yes": Toalson, Wene and Zehr. Motion carried. Executive Director Jerry Pagac, Finance Director John Baker and Legal Counsel Matt Deering were also present.

Commissioner Toalson made a motion at 7:43 p.m. to go back into the Regular Meeting. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

OPEN SESSION – None.

OTHER BUSINESS

A. Review Financial Resources

There was a discussion of the District's financial resources.

MEETING ADJOURNMENT

Commissioner Toalson made a motion to adjourn the Regular Meeting. Commissioner Zehr seconded. Motion carried unanimously. Meeting adjourned at 8:08 p.m.

Robert Toalson, Secretary
Board of Commissioners

Champaign County Forest Preserve District