

Journal of Proceedings
REGULAR MEETING – BOARD OF COMMISSIONERS
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT
Thursday, February 21, 2008
Crystal Lake House, 206 W. Park Street, Urbana, Illinois

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting, Thursday, February 21, 2008 at the Crystal Lake House, 206 W. Park St., Urbana, Illinois. President Wene called the Regular Meeting to order at 6:05 p.m. and asked the Secretary, Commissioner Toalson, to call the roll. Roll was taken with the following commissioners present: Molano-Flores, Toalson, Wene and Zehr. Commissioner Herricks was absent with notice.

AGENDA MODIFICATIONS/REMOTE ATTENDANCE

President Wene advised that Special Presentation – Community Service Award(s) would be stricken from the agenda because Executive Director Jerry Pagac presented a Community Service Award to the Izaak Walton League at their last meeting and the other recipient was unable to attend the meeting.

SECRETARY REPORT

Commissioner Toalson moved for approval of the Regular Meeting Minutes of January 17, 2008. Commissioner Molano-Flores seconded. A voice vote was taken. Motion carried.

TREASURER REPORT

Commissioner Zehr moved that the Board approve payment of checks #83065 through #83371 dated January 12, 2008 through February 15, 2008, including wire transfers for payment of FED/FICA/state & sales taxes for a total amount of \$415,183.42. There were no void checks. Commissioner Toalson seconded. A voice vote was taken. Motion carried.

Commissioner Zehr gave the Treasurer's Report for January 2008. There were no outstanding bonds. As of January 31, 2008 the investments of the District totaled \$2,623,375.79 with cash available totaling \$99,523.96. Income for the month totaled \$35,952.48 and the expenses totaled \$227,534.14. Commissioner Zehr moved to accept the Treasurer's Report for January 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:

- noted the amount of publicity the District received regarding the return of the museum collection's barrister's wig to its original location in England.
- gave appreciation for the opportunity to attend the Illinois Association of Park Districts Annual Conference and commented favorably about the experience.

STAFF REPORT

The following are highlights:

- Executive Director Jerry Pagac spoke about the recent Great Lakes Conference noting pertinent topics covered, such as the emerald ash borer, water withdrawal issue, virtual marketing and sustainable design.
- Executive Director Jerry Pagac gave special recognition to the Lake of the Woods Operations Department for good teamwork and helping other departments as shown by their cleaning the Environmental Education Center's carpets.
- A \$17,600 grant was awarded to the Early American Museum by the Lincoln Bicentennial Commission.
- Background was given on the vandalism timeframe as well as the repair schedule for the Lake of the Woods dam gate mechanism.
- Finance Director John Baker said staff had been reviewing the Strategic Plan to develop objectives and priorities into an Action Plan. He noted appropriate staffing had been designated the highest priority by Department Heads and that a draft Action Plan would be presented to the Board at the March meeting.

STAFF REPORT (cont.)

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 Molano-Flores 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 – None.

CITIZENS ADVISORY COMMITTEE REPORT

President Wene advised that the Citizens Advisory Committee had set its 2008 meeting schedule including a new meeting time of 6 p.m. She said the committee was in the project-building stage and welcomed any project ideas.

OLD BUSINESS – None.

NEW BUSINESS

A. Facilities Committee

1. **Utility Vehicles (BG & LW)** – None.

B. Personnel Committee - None.

C. Acceptance of 2008 Working Budget

Commissioner Toalson moved to accept the 2008 Working Budget document. Commissioner Zehr seconded. Commissioner Toalson asked when the District's fiscal year began, how much the District had in surplus monies and if the amounts were sufficient to cover the District's expenses until property tax revenue arrives. Finance Director John Baker said the fiscal year began January 1st, gave \$2.9 million as the amount of surplus at the end of 2007 and the projected amount (\$1.8 million) the District would need to cover costs until June. The Board asked how financing would be handled if a land acquisition opportunity arose. Finance Director John Baker advised the monies would come mainly from the Corporate Fund and that a backup plan would be to delay projects to open up those funds as well. The Board asked for a breakdown of the surplus. Finance Director John Baker advised he would develop a cash-flow analysis for their review. A voice vote was taken. Motion carried.

D. Sale of Surplus Property

Commissioner Molano-Flores moved the Board approve a resolution allowing staff to sell District surplus items on eBay. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

E. District Lighting Project (PN)

Commissioner Toalson moved the Board award the contract for the Clean Energy Lighting Project to Springfield Electric of Champaign in the amount of \$10,390.05. Commissioner Zehr seconded. Planning Director Sally Prunty explained that although this bid was higher, this lighting system was more energy-efficient and the cost difference would be made up within about 1 ½ years. She noted the grant refunded money based on the amount of watts saved. President Wene asked if fixtures would be replaced. Staff said it would be only ballasts and bulbs. A voice vote was taken. Motion carried.

F. Purchase of Tee Signs (GC)

Commissioner Zehr moved the Board approve the purchase of 18 new tee signs from Landmark Golf Course Products in an amount not to exceed \$12,000. This includes a purchase price of \$11,303.10, with shipping costs to be determined. Commissioner Toalson seconded. A voice vote was taken. Motion carried.

G. Update on Golf Course Entrance Project

Executive Director Jerry Pagac gave an update on the project's progress including the following highlights:

- The original parking lot design called for use of pervious concrete to reduce stormwater runoff into the lake and this solution was too expensive. Ratio Architects submitted an alternate opinion and design which includes use of a bioswale instead.

NEW BUSINESS (cont.)

G. Update on Golf Course Entrance Project (cont.)

- Project components were being reviewed to determine which could be done in-house as well as exploration of other cost-saving options.
- Will the bioswale grading involve tree removal? Staff did not believe so because there was a fair amount of room between the trees in that particular area.
- What are the dimensions of the bioswale? Staff said the dimensions had not been determined.

OTHER BUSINESS – None.

EXECUTIVE SESSION

Commissioner Toalson made a motion at 6:44 p.m. to adjourn 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 with the following commissioners voting "yes": Molano-Flores, Toalson, Wene and Zehr. Motion carried. Executive Director Jerry Pagac, Finance Director John Baker and Legal Counsel Matt Deering were also present.

Commissioner Zehr made a motion at 7:42 p.m. to go back into the Regular Meeting. Commissioner Molano-Flores seconded. A roll call vote was taken. The following commissioners voted "yes": Molano-Flores, Toalson, Wene and Zehr. Motion carried.

OPEN SESSION – None.

MEETING ADJOURNMENT

Commissioner Zehr made the motion to adjourn the Regular Meeting. Commissioner Molano-Flores seconded. A voice vote was taken. Motion carried. Meeting adjourned at 7:43 p.m.