

**Journal of Proceedings
REGULAR MEETING – BOARD OF COMMISSIONERS
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT
Thursday, January 17, 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, January 17, 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: Herricks, Molano-Flores, Toalson, Wene and Zehr.

AGENDA MODIFICATIONS/REMOTE ATTENDANCE – None.

SECRETARY REPORT

Commissioner Zehr moved for acceptance of the Personnel Committee Meeting minutes of November 15, 2007. Commissioner Toalson seconded. A voice vote was taken. Motion carried. Commissioner Toalson moved for acceptance of the Facilities Committee Meeting minutes of November 13, 2007. Commissioner Zehr seconded. A voice vote was taken. Motion carried. Commissioner Toalson moved for acceptance of the Facilities Committee Meeting minutes of December 20, 2007. Commissioner Herricks seconded. A voice vote was taken. Motion carried.

Commissioner Toalson moved for approval of both sets of Public Hearing minutes of December 20, 2007. Commissioner Herricks seconded. A voice vote was taken. Motion carried. Commissioner Toalson moved for approval of the Special Meeting minutes of December 20, 2007. Commissioner Herricks seconded. A voice vote was taken. Motion carried. Commissioner Toalson moved for approval of the Regular Meeting minutes of December 20, 2007 with the following revision under Agenda Item I - Citizens Advisory Committee Appointment. It should read that Commissioner Zehr made the motion rather than Commissioner Green. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

TREASURER REPORT

Commissioner Zehr moved that the Board approve payment of checks #82818 through #83064 dated December 15, 2007 through January 11, 2008 including wire transfers for payment of FED/FICA/state & sales taxes for a total of \$404,876.78. There were no void checks. Commissioner Toalson seconded. A voice vote was taken. Motion carried.

Commissioner Zehr gave the Treasurer's Report for December 2007. There were no outstanding bonds. As of December 31, 2007, the investments of the District totaled \$2,877,533.71 with cash available totaling \$36,808.78. Income for the month totaled \$119,415.84 and expenses totaled \$517,078.08. Commissioner Zehr moved to accept the Treasurer's Report for December 2007. Commissioner Herricks 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 educational information provided on the District's Interpretive Sign plan; East Central Illinois Master Naturalist Program's high level of activity; and the museum staff's work planning for the Lincoln Bicentennial.

CITIZENS ADVISORY COMMITTEE REPORT

Executive Director Jerry Pagac said the Citizens Advisory Committee had set its annual meeting schedule as well as election of officers. He said Brian DeMuyneck was elected chair and Patricia Franke and Jeremy Shafer as dual secretaries.

SPECIAL RECOGNITION PRESENTATION

The Board gave special recognition as well as a token of appreciation to Ralph Alexander and Richard Bishop, who both recently completed their terms on the Citizens Advisory Committee. The Board acknowledged and thanked them for their valuable contributions.

STAFF REPORT

The following are highlights:

- The District is participating in the national 'Take Me Fishing' program by planning an event at three preserves in 2008. This program's focus will be on family with the addition of an environmental education message. It is hoped this program will heighten the District's profile.

STAFF REPORT (cont.)

- The CCFPD Foundation was the recipient of a \$25,000 pledged donation for 2008.
- The Middle Fork residence has been successfully demolished, and reusable items have been salvaged.
- A media event will be held on February 12, 2008 to publicize the upcoming Lincoln Bicentennial.
- Foundation annual mailing and District Winter/Spring Program Guides have been mailed. The Board complimented the brochures.
- Executive Director Jerry Pagac gave special recognition to Finance Assistant Vickie Thompson for her consistent exemplary performance for the District.

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; 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 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.

CCFPD FOUNDATION BOARD REPORT

Executive Director Jerry Pagac reviewed recent Foundation activities including: financial support for recent District land acquisition and scholarship/internship program development.

OLD BUSINESS – None.

NEW BUSINESS

A. Facilities Committee

1. Pickup Trucks (MF & HL)

Commissioner Herricks moved the Board approve the purchase of two (2) new 2008 Ford F-250 trucks through the Illinois state bid process from Bob Ridings of Taylorville at \$24,394 per truck for a total of \$48,788. Commissioner Zehr seconded. This was recommended by the Facilities Committee. A voice vote was taken. Motion carried.

2. Utility Vehicles (BG & LW)

Commissioner Herricks explained that staff had been researching alternative fuel-efficient utility vehicles as an alternative to the current full-size trucks which are often used within the preserve. He said the University of Illinois had been consulted and a potential vehicle identified. Furthermore, an on-site demonstration had been scheduled to ensure it would fit the District's needs. The Facilities Committee recommended that following a positive on-site evaluation, staff should proceed with the purchasing process by presenting it directly to the Board for approval.

3. Hybrid Vehicle (HQ)

Commissioner Herricks moved the Board approve the purchase through the Illinois state bid process of one (1) 2008 Toyota Prius from Dennison Corporation, Bloomington, Illinois for \$24,861. Commissioner Zehr seconded. This was recommended by the Facilities Committee. A voice vote was taken. Motion carried.

B. Personnel Committee

1. Personnel Policy Revision – Sick Time

Commissioner Toalson moved the Board approve an increase in the maximum amount of sick leave which District employees may accrue from 240 hours (30 days) to 480 (60 days). Commissioner Molano-Flores seconded. This was recommended by the Personnel Committee. President Wene noted that sick time would now be used in conjunction with FMLA (Family Medical Leave Act) and complimented the work done on researching and developing this recommendation. A voice vote was taken. Motion carried.

2. Special Event Concessionaire Agreement

Commissioner Toalson moved the Board approve the establishment of a Special Event Concessionaire Fee of \$100.00 per event as the standard amount, with the Executive Director having the authority to negotiate a larger fee when appropriate. A refundable damage deposit, a certificate of liability insurance in the amount of \$1 million naming the District as additional insured and a County Health Department Permit if food is sold, may all be required. Commissioner Molano-Flores seconded. This was recommended by the Personnel Committee. A voice vote was taken. Motion carried.

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NEW BUSINESS (cont.)

C. Ordinance #08-1 Authorizing the Issuance of General Obligation Bonds for 2008

Commissioner Herricks moved the Board adopt Ordinance #08-1 authorizing the issuance of \$194,000 of General Obligation Development Bonds, Series 2008, of the Champaign County Forest Preserve District. Commissioner Toalson seconded. A voice vote was taken. Motion carried.

D. Ordinance #08-2 Appropriating Proceeds With Respect to General Obligation Bonds for 2008

Commissioner Toalson moved the Board adopt Ordinance #08-2 appropriating the proceeds with respect to \$194,000 of General Obligation Development Bonds, Series 2008, of the Champaign County Forest Preserve District. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

E. Contracting Wedding Chair Service (BG)

Commissioner Toalson moved the Board approve authorization for the District's counsel to develop a garden wedding chair rental contract with Herriott's based on specific requirements and furthermore, authorize the Board President to sign the contract upon its completion. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

F. 2008 Meeting Schedule

Commissioner Herricks moved the Board approve the schedule of Regular Board Meeting through December of 2008. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

G. 2008 & 2009 User Fee Schedule

Commissioner Herricks moved the Board approve the schedule of fee increases for 2008 and 2009. Commissioner Zehr seconded. Finance Director John Baker gave an overview of the proposed fees highlighting: pavilion rentals were increased approximately 3% to 5% to reflect the consumer price index increase; wedding rates were adjusted to account for the chair vendor agreement; golf fees were minimally increased due to the tee renovation project; and a group boat rental rate and concessionaire fee were instituted. A voice vote was taken. Motion carried.

H. Citizens Advisory Committee Appointment

Commissioner Herricks moved approval of the appointment of Chris Johns to the Citizens Advisory Committee for a full three-year term that expires in 2010. Commissioner Toalson seconded. A voice vote was taken. Motion carried.

OTHER BUSINESS – None.

EXECUTIVE SESSION

Commissioner Toalson made a motion at 7:20 p.m. to convene into Executive Session under the Illinois Open Meetings Act, specifically sections 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 with the following commissioners voting "yes": Herricks, Molano-Flores, Toalson, Wene and Zehr. Motion carried. Executive Director Jerry Pagac, Business and Finance Director John Baker and Legal Counsel Matt Deering were also present.

Commissioner Zehr made a motion at 7:40 p.m. to go back into the Regular Meeting. Commissioner Molano-Flores seconded. A roll call vote was taken. The following commissioners voted "yes": Herricks, Molano-Flores, Toalson, Wene and Zehr. Motion carried.

OPEN SESSION

Commissioner Herricks moved acceptance of the Executive Session Meeting minutes of December 20, 2007. Commissioner Zehr seconded. A voice vote was taken. Motion carried.

There was a discussion on potential revenue alternatives.

MEETING ADJOURNMENT

Commissioner Herricks made a motion to adjourn the Regular Meeting. Commissioner Wene seconded. A voice vote was taken. Motion carried. Meeting adjourned at 8:17 p.m.

Robert Toalson, Secretary
Board of Commissioners
Champaign County Forest Preserve District