



CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT  
REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
Thursday, January 16, 2019, at 6:00 pm  
Education Classroom, Museum of the Grand Prairie  
Lake of the Woods Forest Preserve, Mahomet, IL

*The public is invited to attend. The Champaign County Forest Preserve District strives to ensure that its facilities, programs, and activities are accessible to individuals with disabilities. If you are an individual with a disability and require assistance to observe or participate in this meeting, please contact Headquarters in advance at (217) 586-3360.*

**AGENDA**

- I. CALL TO ORDER
  - A. Roll Call
  - B. Remote Attendance
- II. PUBLIC COMMENT - *Meeting attendees are encouraged to participate during the Public Comment portion of the agenda. If you would like to address the board, please sign in ahead of time on the sheet near the meeting room entrance. You will be recognized in the same order that you have signed in. For further details on how to participate in the Public Comment section of the meeting, please refer to CCFPD Resolution number R-2013-04.*
- III. AGENDA MODIFICATIONS
- IV. APPROVAL OF CONSENT AGENDA (Items A through G)
  - A. Minutes of Public (Bond) Hearing on December 19, 2019
  - B. Minutes of Public (Budget & Appropriation) Hearing on December 19, 2019
  - C. Minutes of Regular Meeting on December 19, 2019
  - D. Minutes of Executive Session on December 19, 2019
  - E. Minutes of Special Meeting on January 8, 2020
  - F. Minutes of Executive Session on January 8, 2020
  - G. Monthly Staff Reports
- V. FOREST PRESERVE FRIENDS FOUNDATION REPORT
- VI. CITIZENS ADVISORY COMMITTEE REPORT
- VII. COMMISSIONERS' REPORT
  - A. Commissioner Comments
- VIII. EXECUTIVE DIRECTOR REPORT
  - A. Community Engagement
  - B. Announcements
- IX. DISCUSSION ITEMS
- X. NEW BUSINESS
  - A. Disbursements for Approval [*Roll Call*]
  - B. December Treasurer's Report
  - C. Ordinance 2020-01 [*Roll Call*]  
An Ordinance providing for the issue of approximately \$311,200 Taxable General Obligation Limited Tax Bonds, Series 2020, for the purpose of maintaining forest preserve facilities in

and for the District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal of and interest on said bonds, and authorizing the sale of said bonds to the corporate fund of the District.

D. Request to Acquire Collections

E. Request to Deaccession Collections

F. Electricity Supplier, Lake of the Woods and River Bend, 2020-2022 [*Roll Call*]

XI. ADJOURNMENT

XII. EXECUTIVE SESSION

**ANNUAL CALENDAR**  
**CCFPD Board of Commissioners**

**JANUARY**

- Board Vision/Goal Setting Retreat, if requested

**FEBRUARY - AT CHAMPAIGN OR URBANA LOCATION TBD**

- Staff Annual Report
- Strategic Plan Update, if needed
- Release of Executive Session Minutes
- Destruction of Verbatim Recordings of Executive Session Minutes

**MARCH**

**APRIL**

**MAY**

**JUNE - ANNUAL JOINT MEETING OF BOC, CAC AND FOUNDATION, HOMER LAKE**

- Prevailing Wage Ordinance (no longer necessary, per new IL legislation)

**JULY - AT MIDDLE FORK ACTIVITY CENTER**

- New Commissioner First Meeting and Oath
- Update Photographs of Commissioners
- Selection of Board Officers
- Appointment to Board Committees
- Revenue, Expense and Fund Balance Projections
- Current Fiscal Year Projects Update
- Audit Presentation and Approval

**AUGUST**

- Annual Financial Signatories Resolution
- NRPA Travel

**SEPTEMBER**

- Budget Update
- Release of Executive Session Minutes
- Destruction of Verbatim Recordings of Executive Session Minutes
- Executive Session – Minutes Review

**OCTOBER**

- Adopt the Annual Tentative Tax Levy Ordinance
- IPRA Conference Credentials
- Employee Compensation Recommendation(s)
- Discussion of Following Year Meeting Schedule

## **NOVEMBER**

- Resolution of Following Year Board of Commissioner's Meeting Schedule
- Public Hearing on Annual Tentative Tax Levy
- Adopt the Annual Final Tax Levy Ordinance
- Adopt Tentative Appropriation Ordinance
- Draft Working Budget
- IAPD/IPRA Conference Travel Decision
- Approve User Fee Adjustments

## **DECEMBER**

- Public Hearing on the Tentative Budget and Appropriations Ordinance
- Adopt the Final Appropriations Ordinance
- Adopt Working Budget
- Appointment of CAC Members for Following Year
- Approval of Annual Action Plan Update to Strategic Plan
- Following Year's Meeting Schedule Distributed

## **ADDITIONAL**

- Resolution to Sell District Items (once or twice a year as needed)
- Capital Equipment Purchases (as needed/budgeted)
- Capital Project Contracts and/or Vendor Purchases (as needed/budgeted on projects over \$10,000)
- Bond Ordinance and Public Hearing (every other year in January or February)
- Traffic Counter and/or KRT User Survey Results, as available

## Upcoming Events

**IAPD/IPRA Soaring to New Heights Conference** – January 23-25, 2020 at the Hyatt Chicago

**The Great Lakes Park Training Institute** – February 24-27, 2020 at Pokagon State Park, Angola, Indiana

**Board of Commissioners Meeting** - Thursday, February 20, 2020 at the Champaign Public Library, 200 W Green Street, Champaign, Illinois, at 6:00 P.M.

**Legislative Breakfast** – Tuesday, March 10, 2020 at the Lake of the Woods Pavilion, Lake of the Woods Forest Preserve, Mahomet, Illinois at 8:00 A.M.

**Board of Commissioners Meeting** - Thursday, March 19, 2020 at the Museum of the Grand Prairie Classroom, Lake of the Woods Forest Preserve, 900 N. Lombard, Mahomet, Illinois, at 6:00 P.M.

**Board of Commissioners Meeting** - Thursday, April 16, 2020 at the Museum of the Grand Prairie Classroom, Lake of the Woods Forest Preserve, 900 N. Lombard, Mahomet, Illinois, at 6:00 P.M.

**Board of Commissioners Meeting** - Thursday, May 21, 2020 at the Golf Course Clubhouse, Lake of the Woods Forest Preserve, 405 N. Lake of the Woods Road, Mahomet, Illinois, at 6:00 P.M.

**Board of Commissioners Meeting** - Thursday, June 18, 2020 at the Salt Fork Center, Homer Lake Forest Preserve, 2573 S. Homer Lake Road, Homer, Illinois, at 6:30 P.M.

**Board of Commissioners Meeting** - Thursday, July 16, 2020 at the Activity Center, Middle Fork River Forest Preserve, 3433 County Road 2700 E., Penfield, Illinois, at 6:00 P.M.

**Board of Commissioners Meeting** - Thursday, August 20, 2020 at the Golf Course Clubhouse, Lake of the Woods Forest Preserve, 405 N. Lake of the Woods Road, Mahomet, Illinois, at 6:00 P.M.

**Board of Commissioners Meeting** - Thursday, September 17, 2020 at the Golf Course Clubhouse, Lake of the Woods Forest Preserve, 405 N. Lake of the Woods Road, Mahomet, Illinois, at 6:00 P.M.

**Board of Commissioners Meeting** - Thursday, October 15, 2020 at the Museum of the Grand Prairie Classroom, Lake of the Woods Forest Preserve, 900 N. Lombard, Mahomet, Illinois, at 6:00 P.M.

**Board of Commissioners Meeting** - Thursday, November 19, 2020 at the Museum of the Grand Prairie Classroom, Lake of the Woods Forest Preserve, 900 N. Lombard, Mahomet, Illinois, at 6:00 P.M.

**Study Session of the Board of Commissioners** – Thursday, December 3, 2020 at the Museum of the Grand Prairie Classroom, Lake of the Woods Forest Preserve, 900 N. Lombard, Mahomet, 6:00 P.M.

**Board of Commissioners Meeting** - Thursday, December 17, 2020 at the Museum of the Grand Prairie Classroom, Lake of the Woods Forest Preserve, 900 N. Lombard, Mahomet, Illinois, at 6:00 P.M.

**Journal of Proceedings**  
PUBLIC HEARING – BOARD OF COMMISSIONERS  
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT  
Thursday, December 19, 2019  
Education Classroom, Museum of the Grand Prairie  
Lake of the Woods Forest Preserve, Mahomet, Illinois

The Champaign County Forest Preserve District Board of Commissioners held a Public Hearing on Thursday, December 19, 2019 at the Museum of the Grand Prairie, Lake of the Woods Forest Preserve, Mahomet, Illinois. Commissioner Livesay called the Public Hearing to order at 6:03 p.m. Commissioner Kerins called the roll. The following Commissioners were present: Goodman, Hays, Herakovich, Kerins, and Livesay.

**REMOTE ATTENDANCE** – None

**PUBLIC HEARING**

RECEIVE PUBLIC COMMENTS ON THE PROPOSED SALE OF DISTRICT BONDS IN THE AMOUNT OF \$859,950 FOR THE PURPOSE OF PAYING COST OF MAINTAINING FOREST PRESERVE FACILITIES AND LANDS IN AND FOR THE DISTRICT.

**PUBLIC COMMENT** – None

**ADJOURNMENT**

Commissioner Kerins moved to close the Public Hearing at 6:03 p.m. Commissioner Herakovich seconded. A voice vote was taken. Motion carried unanimously.

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Andrew Kerins, Secretary  
Board of Commissioners  
Champaign County Forest Preserve District

**Journal of Proceedings**  
PUBLIC HEARING – BOARD OF COMMISSIONERS  
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT  
Thursday, December 19, 2019  
Education Classroom, Museum of the Grand Prairie  
Lake of the Woods Forest Preserve, Mahomet, Illinois

The Champaign County Forest Preserve District Board of Commissioners held a Public Hearing on Thursday, December 19, 2019 at the Museum of the Grand Prairie, Lake of the Woods Forest Preserve, Mahomet, Illinois. Commissioner Livesay called the Public Hearing to order at 6:02 p.m. Commissioner Kerins called the roll. The following Commissioners were present: Goodman, Hays, Herakovich, Kerins and Livesay.

**REMOTE ATTENDANCE** – None

**PUBLIC HEARING**

RECEIVE PUBLIC COMMENTS ON THE TENTATIVE BUDGET AND APPROPRIATION ORDINANCE 2019-02 OF THE CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT IN THE COUNTY OF CHAMPAIGN OF THE STATE OF ILLINOIS, FOR THE 2020 FISCAL YEAR.

**PUBLIC COMMENT** – None

**ADJOURNMENT**

Commissioner Herakovich moved to close the Public Hearing at 6:03. Commissioner Goodman seconded. A voice vote was taken. Motion carried.

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Andrew Kerins, Secretary  
Board of Commissioners  
Champaign County Forest Preserve District

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

Thursday, December 19, 2019

Education Classroom, Museum of the Grand Prairie  
Lake of the Woods Forest Preserve, Mahomet, Illinois

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting on Thursday, December 19, 2019 at the Museum of the Grand Prairie, Lake of the Woods Forest Preserve, Mahomet, Illinois. Commissioner Livesay called the Regular Meeting to order at 6:03 p.m. Commissioner Kerins called the roll. The following Commissioners were present: Goodman, Hays, Herakovich, Kerins and Livesay.

**REMOTE ATTENDANCE** – None

**PUBLIC COMMENT** – Susan Appel, representing PACA, spoke regarding the Hazen Bridge and PACA’s request to have the Champaign County Forest Preserve District receive donation of the bridge and adjacent land. Commissioners thanked Ms. Appel for attending.

**AGENDA MODIFICATIONS** - None

**PRESENTATION**

Dave McCann and Jon Welty-Peachey with the UI Office of Recreation and Park Resources presented the findings of a user survey that was conducted on the KRT on behalf of the District. Volunteers intercepted individual trail users to survey at different times of day and days of the week. The greatest percentage of users were cyclists. The survey showed a high percentage of local users, as the current length of the KRT is still fairly short and thus does not attract many people from out of town yet. There was an initial peak in use right after the trail opened but usage has now leveled off. Users commented that they would like to see more restroom facilities available and one person noted that the trail surface was not well-suited to road bikes and wheelchairs. McCann and Welty-Peachey also suggested creative ways to work with private businesses and villages/towns along the trail to be more welcoming to trail visitors, such as hosting events, adding bike racks, making their restrooms available, and increasing signage. While no work is underway, they recommended keeping users informed about future phasing and funding plans. Commissioners thanked McCann and Welty-Peachey for their work on the survey and for attending this meeting with the results.

**APPROVAL OF CONSENT AGENDA**

- A. Minutes of Public Hearing on November 14, 2019
- B. Minutes of Regular Meeting on November 14, 2019
- C. Minutes of Executive Session on November 14, 2019
- D. Minutes of Study Session on December 5, 2019
- E. Minutes of Executive Session on December 5, 2019
- F. Monthly Staff Reports

Commissioner Kerins made a motion to approve the consent agenda. Commissioner Herakovich seconded. A voice vote was taken. Motion carried.



## **COMMISSIONERS REPORT**

### **A. Forest Preserve Friends Foundation**

Commissioner Livesay noted that, at the December Foundation meeting, members approved the 2020 Foundation budget, reviewed the results of the recent Sleepy Creek fundraising event, and were told of the new shared Administrative Assistant hire, Julia Guth, who will start working in January.

### **B. Citizens Advisory Committee**

Commissioner Hays reported that the group approved the new members at the December meeting and received updates on District projects. Hays also noted that a prescribed burn at Tomlinson Cemetery did not take place this fall, as weather conditions were not favorable. Hays also stated the group would like to work with staff on sustainability initiatives for the District.

### **C. Commissioner Comments**

Commissioner Goodman commended staff on the appearance of Homer Lake and Lake of the Woods, and thanked Lake of the Woods staff on the holiday decorations throughout the preserve.

Commissioner Hays commended staff on the Strategic Plan. Hays also noted the recent volunteer work at Buffalo Trace trails including all the invasive plant removal. Hays suggested putting up signage to explain to the public what is being accomplished through the restoration efforts.

Commissioner Herakovich commended staff on the installation of the water fountain at Lake of the Woods maintenance shop that allows for water bottle filling. Herakovich also noted the amount of continuing education staff takes the time to attend, the recent awards that museum staff had received, new Homer Lake entrance signage, and District Sustainability Committee work. Herakovich also noted the Compensation Committee is currently working on a new format for personnel evaluations and thanked District staff for volunteering at the Optimist Club Christmas tree sale.

Commissioner Kerins also commended staff on the District Strategic Plan, sustainability initiatives, and for cooperative efforts to remove invasives alongside the residents that live next to the bike trail at Lake of the Woods. Kerins also applauded golf staff for their success in reprogramming the older golf simulator.

Commissioner Livesay echoed other board members' appreciation of the appearance of the preserves and on the completion of the strategic plan document.

## **EXECUTIVE DIRECTOR REPORT**

**A. Announcements:** Wuellner noted that the following staff were recognized for their years of service at the recent all staff holiday event: Ed Hutchinson and Mike Fry for five years, and Matt Kuntz and Pam Leiter for 15 years with the District. Wuellner also noted District staff had

recently attended a joint training on privilege and equity with the Champaign and Urbana Park Districts, and thanked HR staff, Dara Edgington and Mary Beck, for their work arranging the event.

**DISCUSSION ITEMS** - None

**NEW BUSINESS**

**A. Disbursements for Approval**

Commissioner Goodman moved to approve the payment of \$223,690.48 in disbursements dated November 15, 2019 through December 19, 2019. Commissioner Kerins seconded. Hays confirmed funding for the Sun King payment. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

**B. November Treasurer’s Report**

Commissioner Goodman made a motion to approve the November 2019 Treasurer’s Report. Commissioner Kerins seconded. Commissioner Herakovich noted she prefers the word “subsidy” on the report instead of “deficit”. A voice vote was taken. Motion carried.

**C. Ordinance 2019-02 Annual Final Budget & Appropriation for 2020**

Commissioner Kerins made a motion to approve Ordinance 2019-02 the Annual Final Budget and Appropriation for the 2020 fiscal year. Commissioner Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

**D. Resolution 2019-09 Regular Board Meeting Dates for 2020**

Commissioner Herakovich moved the Board approve Resolution 2019-09 the schedule of Regular Board Meetings from January through December of 2020. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

**E. Resolution 2019-10 Surplus Golf Simulator**

Commissioner Goodman moved the Board approve resolution 2019-10 declaring a golf simulator as surplus property and offering it for sale to the public. Commissioner Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

**F. Resolution 2019-11 Capital Reserve**

Commissioner Herakovich moved the Board approve Resolution 2019-11 for 2020 Capital Reserve Expenditures and Related Commitments. Commissioner Hays seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

## **New Business cont'd.**

### **G. Resolution 2019-12 Working Budget 2020**

Commissioner Kerins moved the Board approve Resolution 2019-12 approving the 2020 District working budget. Commissioner Herakovich seconded. Wuellner noted this is a basic budget for approval so that staff can begin getting needed supplies and securing proposals for equipment and projects at the beginning of the year. Baker will use the Strategic Plan and program budget recommendations to guide the development of the final document, which will come to the Board for approval in March. Commissioners commended staff for working cooperatively on cuts that had to be made. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

### **H. 2020-2025 District Strategic Plan**

Commissioner Herakovich moved the Board approve the 2020-2024 Strategic Plan. The plan will become effective January 1, 2020 and will provide the basis for the development of annual action plans and budgets. Commissioners noted the disappointment in not receiving more public input on the survey. Wuellner noted 90 survey responses have been received, and more are still being received. Wuellner advised the public comment will be evaluated and included in summary form as an attachment to the plan. Commissioners thanked staff for seeking as much public input as possible. Commissioner Kerins seconded. A voice vote was taken. Motion carried.

### **I. Golf Course Bunker Renovation Project**

Commissioner Herakovich moved the Board approve Larry Denton and Golf Course Construction and Renovation, LLC, of Taylor Ridge, IL, as the qualified contractor to provide labor for the renovation of ten bunkers on the Lake of the Woods 18-hole course at a cost of \$18,750.00. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

### **J. Waste Disposal Agreement**

Commissioner Kerins moved the Board approve a three-year waste disposal agreement for an estimated cost of \$21,397.68 with Republic Services, Urbana, Illinois. Commissioner Goodman seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

### **K. CAC Appointments**

Commissioner Hays moved the Board approve the appointment of Fred Newport to a three-year term beginning in January 2020, Nancy Elliott to a two-year term (to fill a post vacated by Mona Ghadiri), and Steve Franke for a one-year term (to fill a spot vacated by Eileen Borgia), both terms also beginning in January of 2020. Commissioner Goodman seconded. CAC member, Marianne Lippi, was in attendance and gave an overview of the candidates. A voice vote was taken. Motion carried.

**EXECUTIVE SESSION**

Commissioner Kerins moved at 7:25 pm to convene to Executive Session under the Illinois Open Meetings Act, specifically section 2(c)5: The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. Commissioner Hays seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

Executive Session was closed and Regular Session was re-opened at 8:01 pm.

**MEETING ADJOURNMENT**

Commissioner Hays made a motion to adjourn the Regular Meeting at 8:02 pm. Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

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Andrew Kerins, Secretary  
Board of Commissioners  
Champaign County Forest Preserve District

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

Wednesday, January 8, 2020

United Way of Champaign County, 5 Dunlap Court, Savoy, Illinois

The Champaign County Forest Preserve District Board of Commissioners held a Special Meeting on Wednesday, January 8, 2020 at the United Way of Champaign County, 5 Dunlap Court, Savoy, Illinois. Commissioner Livesay called the Special Meeting to order at 6:06 p.m. Commissioner Kerins called the roll. The following Commissioners were present: Goodman, Hays, Kerins and Livesay. Commissioners Herakovich was absent with notice.

**REMOTE ATTENDANCE** – None

**PUBLIC COMMENT** – None

**EXECUTIVE SESSION**

Commissioner Kerins moved at 6:07 pm to convene to Executive Session under the Illinois Open Meetings Act, specifically section 2 (c) 1 The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Commissioner Hays seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Kerins and Livesay. Motion carried.

Commissioner Livesay closed Executive Session at 7:56 pm.

**NEW BUSINESS** - None

**ADJOURNMENT**

Commissioner Hays moved adjournment of the Special Meeting at 7:57 pm. Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hays, Kerins and Livesay. Motion carried.

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Andrew Kerins, Secretary  
Board of Commissioners  
Champaign County Forest Preserve District

January 2020

**MEMORANDUM**

To: Board of Commissioners  
From: Lisa Sprinkle, Marketing Coordinator  
Re: January Staff Report

**Executive Director (Mary Ellen Wuellner)**

- Invitations have gone out to the following legislators for the March 10 legislative breakfast to be held at Lake of the Woods: Senators Barickman, Bennett, and Rose, and Representatives Ammons, Caulkins, Halbrook, and Marron. Bennett and Ammons have already confirmed. Please mark your calendars if you have not already done so, for March 10, 8:00am, at the Lake of the Woods pavilion.
- Lisa and I are working on a new format for the 2019 annual report and hope to have that to you by the February meeting. Shorter and more readable, it would also serve to inform the public about the District's accomplishments over the last year.
- Visit Champaign County staff met with us at Lake of the Woods to review plans for the May 9 Triathlon planned for this site. As I noted in prior reports, 3 Disciplines asked to move the event from the fall to the spring in hopes of increasing attendance. A facility rental had to be moved to Elks Lake pavilion to accommodate the event on its new date.
- On January 10, I attended a meeting of the Mahomet Roundtable made up of directors or heads of agencies located in or serving Mahomet residents. We have started meeting quarterly to share updates of interest to the other agencies. Administrators from Sangamon Valley Water, Mahomet Township, Mahomet Library, and the Village of Mahomet attended the January meeting. I informed them of spillway, peninsula, and May 9 triathlon news.
- The Friends Foundation began a review and update of its strategic plan at its January meeting. Like the District's plan, the Foundation's document expired at the end of 2019. Many of the objectives and methods listed in the last plan are still relevant with additional work needed to complete them. Additional items for consideration in a new plan include expanding Foundation efforts in the areas of legacy giving and recurring donations, and consider the need for building an endowment. One Foundation member indicated that the time may be right to consider adding a development director paid for by the Foundation.

**Planning and Construction Department (Mike Daab and Mike Fry)**

- We have been conducting interviews for the Director of Natural Resources position throughout November.
- Thanks to the construction crew for collecting data from the TRAFx counters throughout the preserves, and for reinstalling the counter at Sangamon River Forest Preserve.
- The shade structure to replace the Rayburn Purnell shelter was completed.
- Unseasonably warm weather has allowed the construction team to fit in some small concrete work so the new entry signs at Homer Lake and Middle Fork can be installed.
- New solar powered flagpole lights were installed at Lake of the Woods, and the Golf Course.

- In another effort to increase energy efficiency, a timer was installed on the Botanical Garden waterfall. We currently have it set so that the pump is only running about 12 hours a day. Daylight and park hours are our biggest consideration for the timing. One of the design features of the plumbing system we installed was that we have the ability to turn the waterfall on and off whenever we want. Along with the more efficient pumps, this should result in almost a 50% reduction in energy consumption compared to the old system.

### **Business and Finance (John Baker)**

- Hosted CliftonLarsonAllen (CLA) for the 2019 audit internal controls review and walk through. Revised internal control questionnaires for District financial activities and prepared the same for the Forest Preserve Friends Foundation which received sufficient donations in 2019 to warrant a full audit.
- Met with Hope Wheeler of CLA to review GASB audit standard changes for 2019 as they apply to the District, also reviewed the booking of post-employment benefits journals required for the government-wide financial statements.
- Implemented year end closing procedures in our MSI financial system and set up the new year financial balances and codes for financial reporting.
- Filed the 2020 budget and appropriation ordinances with the County Clerk and posted on the District website along with the 2019 pay 2020 tax levy.
- Posted the approved 2020 budget in our financial database and on the District website. Provided department budgets and the 2020 chart of accounts to directors and site supervisors.
- Worked with HR to reconcile MetLife 2020 benefits billing. Again this year MetLife's billing did not take into account employee benefit selection changes reported to them by the District. Reviewed initial 2020 payroll for accuracy of new pay rates and benefit deductions.
- Began reviewing 1099 requirements and their applicability to District vendors for 1099 issuance.
- Began issuing 2019 audit tasks to administration and other employees in preparation for the audit field work and to give a full and accurate picture of District finances and obligations as of December 31, 2019. Finalized the 2019 audit engagement agreement between the District and CliftonLarsonAllen.

### **Human Resources (Dara Edgington)**

- The search for a volunteer coordinator continues; the job posting was opened up to external candidates on December 30, but so far there has not been an overwhelming response.
- On December 19, CCFPD staff joined Champaign and Urbana Park Districts for a Bias & Privilege workshop, led by Krystal Ardayfio of Success Coach. Approximately 140 employees attended the event held at the Virginia Theater. Ms. Ardayfio delved into the science behind bias, speaking about how to identify and mitigate the effects of unconscious bias in our personal and work lives. We also examined the correlation between privilege and compassion, learning how to think critically about our own privilege (or lack thereof) and consider the responsibility each of us has in this regard. The workshop was sponsored by the inter-agency

Parks & Diversity Committee chaired by Pam Leiter, and we hope to sponsor similar events in the future.

- The Compensation Committee finalized the new performance evaluation process, which will be launching this week. The new process, dubbed “Coaching for Success,” is a departure from traditional evaluations where employees are given performance ratings (exceeds, meets, needs improvement, etc.) in pre-determined categories. The new process has eliminated this rating and instead focuses on goal-setting, accountability, and meaningful dialogue to spark continuous improvement. The Compensation Committee expects to make further improvements to the process once we see what works well and what does not in this first year.

**Marketing (Lisa Sprinkle)**

- Social Media Monthly Numbers

	FACEBOOK	+/-	INSTAGRAM	+/-	TWITTER	+/-
CCFPD	3,502	+56	1,215	+61	513	+2
KRT	2,698	+8			119	+5
MGP	2,900	+323	806	+33	177	+2
HLIC	1,106	+20				
GC	1,270	+2	223	+2	61	+1

- Social Media Annual Numbers, through December 31, 2019.

	FACEBOOK	INSTAGRAM	TWITTER
CCFPD	+872	+363	+15
KRT	+167	+5	+9
MGP	+1,131	+312	
HLIC	+492		
GC	+130	+28	+2

- CCFPD had 9.3K likes on Instagram in 2019.
- 2019 was the fifth year we’ve had an annual contract with chambanamoms.com and the investment is worth it! In 2019 chambanamoms.com grew by more than 10% in views and is on target to do that or more in 2020. The website averaged 3.5 million ad impressions per month. The chambanamoms.com readers are able to connect to the CCFPD website and find out more about the programs we offer. In a recent survey, chambanamoms readers reported that “83% of the time, when chambanamoms tells them to go, do, or buy - they do it.”
- IDOT installed the Tourism Attraction signs for Middle Fork River Forest Preserve





International Dark Sky Park and Campground at the Rantoul exit on I-57. A smaller sign is on Rt. 136 about ½ mile before County Road 2700E.

### Grants (Jarrod Schuenemann)

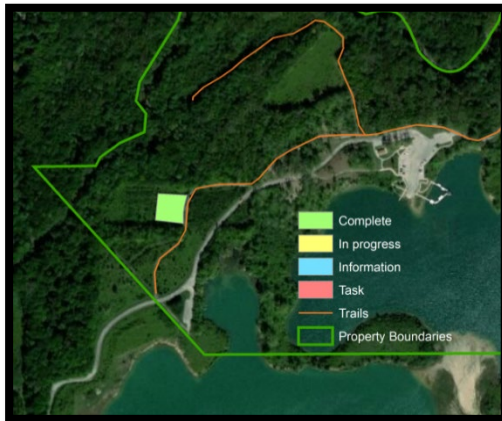
- We received some great news to start 2020. It has been a long seven years in the making, but the \$57,000 grant check we have been waiting for from IDNR that supported the installation of the Grand Prairie Story exhibit at the Museum of the Grand Prairie has finally arrived. Happy New Year indeed!
- Meijer informed us that we will be receiving a \$500 grant to support the purchase of new binoculars at the Homer Lake Interpretive Center. Hopefully, this small grant will make a big difference in a child's connection to nature someday soon.
- The Community Foundation of East Central Illinois awarded \$5,500 to the Friends Foundation in support of the Lake of the Woods Peninsula project. These funds will purchase accessible picnic tables AND match our OSLAD grant funds!
- We received more than \$22,000 in sponsorship donations and in-kind gifts in 2019 to support the golf course, summer concert series, freedom fest, and educational programming. Over 1/3 of the requests were funded with a donation average over \$400. Congratulations to the Golf, Museum & Education, and Marketing staff for your notable efforts. If anyone has a connection to an area business that might be interested in partnering with us, please do share your ideas! A warm lead makes all the difference in our fundraising efforts.

### Natural Resources (Peter Goodspeed)

- In early December, Natural Resources staff and Operations and Maintenance staff removed five dead ash trees - four along the main entrance road at Lake of the Woods and one next to a parking lot near the Elks Lake Pavilion.
- At a later point in time, large sections of the trees were bucked and delivered to the Piatt County Habitat for Humanity to assist a fundraising program in which the non-profit organization sells split firewood at a low cost to meet the heating needs of homes in the community.



- The Natural Resources staff finished up projects including hand-clearing honeysuckle along the Park Hills Subdivision adjacent to the north bike path at Lake of the Woods and completed landscaping raking the planting area in Buffalo Trace and Stidham Woods.
- Other hand-clearing projects in December included the cutting and treatment of callery pear along Route 47 across from the entrance of the West Maintenance facility at Lake of the Woods, the cutting and treatment of autumn olive in the Headquarters woods, and the cutting and treatment of bush honeysuckle in the 9/11 Memorial Grove at River Bend. (River Bend work shown in map below.)



- Because of requirements mandated by the Conservation Reserve Program, some oaks, hickories, ash and other high quality species were removed from the 9/11 Memorial Grove as part of an ongoing timber stand improvement project.
- The Department staff (shown above) participated in an employee holiday potluck and, with the help of other departments, contributed to a can drive that ended up winning the contest for most goods donated.

### **Lake of the Woods Golf Course (Chris Edmondson and Joie Torres)**

- December marked the end of a rebound season for the golf course. We entered with the goal of bringing players back while increasing rounds and revenue following the course condition debacle of 2018. We had 166 rounds played in December, thanks to the unseasonably warm temperatures. This put our final year total of players at 28,458. We believe this is a very successful year, considering the poor spring weather and not having the Par 3 course available for play after July. To put this in perspective, our previous high total for rounds played in the past five years was 26,950. Our total in 2018 was 20,430. We are targeting 30,000 rounds played in 2020 and feel this goal is easily attainable.
- Our revenue for December of 2019 was \$35,250.41. The average December revenue for the past five years (not counting Anniversary Pass Sales in 2018) is \$25,545. Our final revenue for 2019 was \$795,573, with some of this being rolled to 2020 for the Anniversary Pass Sales. Our annual goal is \$750,000 of revenue. Again, this is a number we look to exceed in 2020.

- As stated in last month's report, we held our "Black Friday" season pass special through the month of December. All full priced passes received a discount of \$50, if purchased before the end of 2019. We sold 53 passes through this offer, with two of those being Anniversary Pass upgrades (going from the discounted two-year pass to a full season pass in 2020). In comparison, we sold 36 full season passes with the same offer in 2018.
- The golf simulators have kept staff very busy, between high school team practices, public play, and our Sim League. The league began on December 1<sup>st</sup> and will run for a 12-week stretch through the end of February. The league consists of thirty 2-person teams that play a different course and game each league week. We capped the league at thirty teams for availability of time and scoring purposes. Interest has really grown in the league and simulators in general. We generated \$9,018 in simulator revenue in the month and a half they have been available (not including food and beverage sales).
- The game of golf is introducing a new handicap system beginning in 2020. The World Handicap System will level the playing field across the world when it comes to competitive golf. All courses that have a handicap system must be certified in the new rules and regulations. David and Chris attended the World Handicap System Seminar in early December at the Midwest Golf House in Lemont, Illinois. The three-hour seminar covered all changes and assisted with questions we may receive from golfers and staff. Following the seminar, we both completed a twenty question online test to become certified (and yes, we both passed!).
- The Golf Committee met on December 12<sup>th</sup>. Discussions included how members felt the first year went, what plans the committee sees for 2020, course projects scheduled, and terms of committee members.
- The maintenance crew is currently finishing up grinding the mower reels and sharpening blades. The crew will be servicing all equipment and all golf carts in the next two weeks.
- The golf maintenance crew assisted Michael Dale and his crew with the distribution of gravel in the landscaped area that divides the golf course parking lot.

#### **Museum and Education Department (Barb Garvey and Pam Leiter)**

- The Museum and Education Department held its annual year-end summary meeting on December 13. Education and public programs, collections, and exhibit staff worked together to report the great progress made in all arenas this year. This December, the Museum and Education Department celebrated fifteen years as a department.
- Stacey Clementz, Jennifer Wick, Cathy Schneider, Marina Montez, Pat Cain and Barb Garvey volunteered with the Optimist Club's annual Christmas tree sales. The Optimist Club is supporting scholarships for camp registrations in 2020.
- Inventory of the Museum Store is nearly complete. With winter hours beginning January 1, staff were able to do all counting immediately. Data entry will be completed within a few days.
- The Museum Advisory Committee met on December 19. A memo regarding the deaccessions and accessions they discussed is included in your board packet. Also discussed were the progress on the large artifact wing, the AAM *Facing Change* initiative, and upcoming projects.



- High speed internet was installed on January 6 at the Interpretive Center and Homer Lake operations office, provided by Viasat's Wifi in the Park. Many thanks to the IT Committee's work on this new opportunity to increase efficiency!
- The *More than Migration: Monarchs Bring Us Together* exhibit rounded out its stint at the end of December. *Earth from Space* opened January 6, initiating our celebration of the 50<sup>th</sup> anniversary of Earth Day this year.



- Both *To Grandmother's House We Go* and *Noon Day's Eve: Party Like it's 1900* at the MGP had record attendance with 350 and 297 people respectively. Families reported having a good time, but also enjoyed the opportunity to see the museum decorated for Christmas. Carolers at Grandmother's House (left); Activities at New Year's (right).



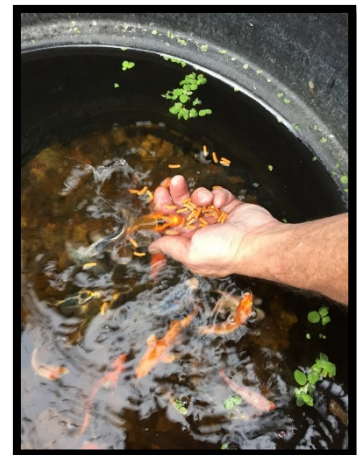
- *Homer for the Holidays* (below, left) had high attendance again this year with about 100 people, and everyone had good things to say about the event. A scout group volunteered as well, and they were a huge help. They provided their own craft station and assisted at other tables. *The Meet the Critters* (below, right) program on January 2 had the Interpretive Center bursting at the seams, with almost 90 people attending this drop-in event!



- Special programs developed just for homeschoolers seem to be quite popular this year. *Homeschool for the Holidays* was fully enrolled. This is a time when public schools are less likely to do a field trip, so it is an excellent time to engage alternate audiences.
- To promote environmental stewardship, Katie Snyder presented a recyclable craft for the holidays at the Franklin Middle School Celebration of the Arts night, on December 12.
- Barb Garvey gave a talk at Windsor of Savoy on December 17 entitled, *What's Under the Tree: the History of Toys*. Special emphasis was given to local stores' and Illinois' creations.
- Barb Garvey wrote another Inside Out article for the News-Gazette featuring upcoming programs and events at the Museum of the Grand Prairie. We also had great coverage from WCIA in December.

### Lake of the Woods (Doug Sanders)

- We extend our best wishes to Brian Decker, who is retiring on February 6. Brian started his career at the District as a seasonal worker in 1995. After working three summers for the District he became a full-time staff member in the Lake of the Woods operations department. When asked about fond memories he commented on how much grass he had mowed and how many trees he had helped cut down. Brian, thank you for your 25 years of service and best wishes on an enjoyable retirement.
- LOW currently has the annual Christmas tree drop off area set up near the Route 47 service drive. This drop off lot will remain open until the end of February. As in the past, the natural resources department will use some of the trees to create fish structures in the lakes, if we have sufficient ice depth, and the remaining trees will be chipped and used in landscaping.
- Garden staff are busy in the greenhouse with plant propagation for the spring season plantings. In addition, several small koi fish were purchased this fall and are being hand-raised over the winter. They will be released in the garden pond this spring.
- As part of the 2019 capital equipment, All Pro Welding of Mahomet completed the fabrication and installation of the permanent sliding doors on the fireplaces at Lake of the Woods and Elks Lake pavilions. These new doors are a cosmetic and user-friendly upgrade to the old covers. They will also help in maintaining a constant temperature within the facility when the fireplaces are not being utilized.
- Staff continue to perform service and repair of equipment. This is part of the department's annual preventive maintenance program.



### **Middle Fork River (Matt Kuntz)**

- Middle Fork staff continue to tackle invasives removal work at the Miners Trail location. Thanks to Homer Lake operations staff for letting us use their forestry mower.
- The unseasonably warm weather has brought more visitors than usual for this time of year.
- Research and planning continue for the Point Pleasant rehab project.

### **Homer Lake (Brian Taylor)**

- Visitation on Christmas Day may have been the largest on record, with two groups picnicking and several folks walking on trails and on roads.

### **Kickapoo Rail Trail (All)**

- Michael Daab, Lisa Sprinkle, and Mary Ellen Wuellner participated in the Kickapoo Rail Trail Phase II-B Public Meeting at the Ogden Rose Library on December 12. We received several comments and listened to concerns from those in attendance, particularly those that live directly adjacent to the future trail.
- Mary Ellen gave a presentation on the KRT at Prairie Cycle Club's annual meeting on Sunday, January 12.
- Homer Lake operations staff, Roy Woodmansee and Joe Hopper, installed new street signs at every intersection along the Kickapoo Rail Trail starting in St Joseph and ending in Urbana. We also delivered new picnic tables to Main Street in St. Joseph near the Wheelhouse restaurant.



### **District Cultural Competency Initiatives**

- All staff attended the inter-agency Bias Busting workshop at the Virginia Theater; the Parks & Diversity Working Group was a main factor in initiating planning for this awesome event!

### **Sustainability Committee**

- In 2020, the Sustainability Committee will be creating a master plan of sustainable goals and objectives for the District for the next couple of years. This process will begin with a review of the plan created for the District by a natural resources intern in 2009.

January 10, 2020

**MEMORANDUM**

To: Board of Commissioners

From: Mary Ellen Wuellner, Executive Director

Re: Community Engagement Update

The Community Engagement Team has not met since the last Board meeting but has a meeting scheduled on January 27. At that time, the group will review two proposals from strategic communications firms and select one that will help us with public education and promotional advocacy messaging.

Rebecca McBride will join our team at the January meeting. Rebecca retired from Krannert Center for the Performing Arts in 2016 as Senior Associate Director after twenty-four years. In her retirement, Rebecca provides marketing, strategic planning, and communications consulting to non-profit organizations and is a frequent visitor and dog walker at Mahomet's two forest preserves. She has offered to assist with our November Project and her marketing expertise is especially appreciated as we review the two proposals.

Fundraising continues for this effort; to date we have raised a little over \$2,500. Thank you to those of you who have contributed to the cause.



January 16, 2020

**MEMORANDUM**

To: Board of Commissioners  
From: John H. Baker, Business and Finance Director  
Re: Disbursements for Approval

**Action Requested**

Staff requests that the Board of Commissioners approve the payment of \$349,171.85 in accounts payable disbursements dated December 20, 2019 through January 16, 2020.

Accounts Payable check range: 110944 through 111039  
Purchasing Card check range: P04298 through P04378

**Background**

For the past month, District total expenses broke down as follows:

Bond expenses*	\$229,250.73
Delegated expenses	\$ 41,876.15
Non-delegated expenses	\$ 54,865.94
Other delegated expenses < \$1,000	\$ 23,179.03
<b>Total</b>	<b>\$349,171.85</b>

\*Bond expenses are for payment of interest and principal on 2011 and 2018 series bonds. Bond payments are handled by electronic funds transfer to external bond administrators, while principal and interest for bonds held by the District are paid by internal transfers from the District Bond Fund to the District Corporate Fund.

Please see attached Summary of Check Activity for list of expenses greater than \$1,000.



**SUMMARY OF CHECK ACTIVITY**

**REGULAR BOARD MEETING**

Total Disbursements for December 20, 2019 through January 16, 2020

**\$ 349,171.85**

<b>Vendor Payments Greater than \$1,000</b>		
<b>Check</b>	<b>Vendor</b>	<b>Amount</b>
Internal Transfer	District - 2018 Series Bond Principal and Interest Payment from Bond Fund to Corporate Fund	\$ 151,136.98
EFT	Amalgamated Bank - 2011 Seres Bond Principal and Interest Payment	\$ 78,113.75
110982	Babb Agri Sales - Soybean and corn seed	\$ 8,588.04
110997	All Pro Welding Services - Fireplace track doors for P1 and P2	\$ 5,837.36
110968; 110991	Ameren IP - Electricity and Heating Fuel LOW	\$ 4,475.74
110956	Meyer Capel - Legal services September - November	\$ 4,051.00
111034	Illinois Association of Park Districts - Annual membership	\$ 3,248.32
110972	Farnsworth Group - KRT Design Eng Phase 2B	\$ 3,229.64
111022	Security Door and Hardware - HLIC Door installation	\$ 2,745.00
110992	Metlife - January insurance premiums	\$ 2,700.13
110987	Eastern Illini Electric - Electricity for HL, MF	\$ 2,536.31
110999	Client First Consulting - IT Services thru November	\$ 2,270.73
111033	Hibu Inc - Annual advertising contract	\$ 2,224.42
110969	Antigua - Outerwear	\$ 1,895.49
110976	Progressive Propane - Heating fuel, LOW, HQ, GC	\$ 1,628.52
111016	MTI Distributing - Yoke assembly	\$ 1,456.65
PCard	Amazon - Flash drive, canoe paddle, LED light fixtures, chainsaw repair parts, printer, office supplies, printer ton	\$ 1,369.36
111012	Menards - Sink parts, water heater, basement window, misc plumbing materials	\$ 1,264.78
PCard	TruGreen - Spring and Fall turf treatment	\$ 1,221.10
110947	Cnstellation - Heating fuel - LOW	\$ 1,207.77
PCard	Staples - Printer, office supplies, printer ink, chair,	\$ 1,152.49
110989	United Fuel - Fuel at LOW and MF	\$ 1,058.53
110998	Automotive Equipment Sales - Rotary lift inspections, GC lift inspections	\$ 1,038.00
		\$ -
		\$ -
		\$ -

**\$ 284,450.11**

**Disbursements Breakdown**

Board Approved Expenses	\$ 284,116.67
Delegated Insurance Expenses	\$ 11,444.31
Delegated Purchasing Card Expenses	\$ 16,163.34
Delegated Merchandise & Concession Expenses	\$ 3,361.63
Delegated Utilities Expenses	\$ 10,906.87
Expenses Under \$1,000	\$ 23,179.03
<b>Total Disbursements</b>	<b>\$ 349,171.85</b>

**REVIEWED AND APPROVED BY THE BOARD OF COMMISSIONERS  
OF THE CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT  
January 16, 2020**

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*William G. Goodman, Treasurer*  
Board of Commissioners  
Champaign County Forest Preserve District

January 9, 2020

**MEMORANDUM**

To: Board of Commissioners  
From: John Baker, Director of Business and Finance  
Re: December Treasurer's Report

**Action Requested**

Staff requests the Board accept the December 2019 Treasurer's Report.

**Summary**

As of December 31, 2019 the District had \$160,000 in outstanding bonds, \$142,104 cash and \$3,640,787 in investments.

**Investment Balances – December 2019**

Illinois Fund	\$ 964,238
Certificates of Deposit	\$2,474,000
Illinois Investor's Trust	\$ 201,746
Farm Cooperative Equity	\$ 803

**Cash and Investment Balance – December 2019**

December 1, 2019 Starting Balance	\$3,949,299
December Revenues	\$ 420,658
December Expenditures	\$ 587,066
December 31, 2019 Ending Balance	\$3,782,891

In December 2019, the District:

- Received approximately half the final distribution of property tax payments (normally received in October) with the remaining \$125,000 to be paid sometime in 2020.
- Made the final payment on the 2018 series bonds: \$149,826 principal and \$1,311 interest. This internal bond payment is a transfer from the Bond to the Corporate fund.
- Made the eighth of ten payments on the 2011 series bonds: \$75,000 principal and \$3,114 interest to Amalgamated Bank of Chicago.
- Received \$4,946 from four matured CDs. Principal repaid to the District totaled \$550,000.
- Reinvested \$475,000 in four CDs that will mature in 2020 with interest approximating \$4,160.
- Noticed interest rates have plateaued around 1.7 to 1.75 percent for 3 month to one year terms.

Attachments:

December Income and Expense Report for Operating Funds and Departments

**Champaign County Forest Preserve District  
December 2019 Treasurer's Report**

**Financial Activity and Balances**

FUND	Financial Activity						Month End Investment Balances					Ending Cash & Investments
	Beginning Cash	Total Revenue	Total Expenses	Net Activity Assets & Liabilities	Interfund Transfers	Ending Cash	Illinois Funds	IIT	Farm Equity	Certificates of Deposit	Total Investments	
<b>CORPORATE</b>	\$ 68,143	\$ 265,155	\$ (182,025)	\$ (90,320)	\$ (1,700)	\$ 59,253	\$ 709,781	\$ 86,821	\$ -	\$ 1,860,002	\$ 2,656,604	<b>\$ 2,715,857</b>
<b>CONSTRUCTION</b>	\$ 42,350	\$ 30,548	\$ (54,812)	\$ 54,761	\$ -	\$ 72,847	\$ 144,841	\$ -	\$ 803	\$ 201,000	\$ 346,643	<b>\$ 419,490</b>
<b>GOLF</b>	\$ 792	\$ 35,351	\$ (31,975)	\$ (3,376)	\$ -	\$ 792	\$ 10,726	\$ -	\$ -	\$ -	\$ 10,726	<b>\$ 11,518</b>
<b>M Store</b>	\$ 9,302	\$ 1,111	\$ (1,201)	\$ -	\$ -	\$ 9,212	\$ -	\$ -	\$ -	\$ 21,000	\$ 21,000	<b>\$ 30,212</b>
<b>INSURANCE</b>	\$ 0	\$ 6,885	\$ (25,780)	\$ 18,895	\$ -	\$ 0	\$ -	\$ 29,614	\$ -	\$ 60,000	\$ 89,614	<b>\$ 89,614</b>
<b>IMRF</b>	\$ (0)	\$ 6,914	\$ (24,354)	\$ 17,439	\$ -	\$ (0)	\$ -	\$ 14,034	\$ -	\$ 65,000	\$ 79,034	<b>\$ 79,034</b>
<b>AUDIT</b>	\$ -	\$ 963	\$ -	\$ (963)	\$ -	\$ -	\$ -	\$ 7,023	\$ -	\$ 16,998	\$ 24,022	<b>\$ 24,022</b>
<b>SSI</b>	\$ 0	\$ 6,032	\$ (12,605)	\$ 6,573	\$ -	\$ -	\$ -	\$ 36,114	\$ -	\$ 20,000	\$ 56,114	<b>\$ 56,114</b>
<b>BOND</b>	\$ -	\$ 9,376	\$ (229,251)	\$ 218,175	\$ 1,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>\$ -</b>
<b>PROJECT</b>	\$ -	\$ 58,123	\$ (25,063)	\$ (33,060)	\$ -	\$ -	\$ 98,890	\$ -	\$ -	\$ 50,000	\$ 148,890	<b>\$ 148,890</b>
<b>Land</b>	\$ 0	\$ 200	\$ -	\$ (200)	\$ -	\$ -	\$ -	\$ 28,138	\$ -	\$ 180,000	\$ 208,138	<b>\$ 208,138</b>
<b>TOTAL</b>	<b>\$ 120,587</b>	<b>\$ 420,658</b>	<b>\$ (587,066)</b>	<b>\$ 187,925</b>	<b>\$ -</b>	<b>\$ 142,104</b>	<b>\$ 964,238</b>	<b>\$ 201,746</b>	<b>\$ 803</b>	<b>\$ 2,474,000</b>	<b>\$ 3,640,787</b>	<b>\$ 3,782,891</b>

**Champaign County Forest Preserve District  
December 2019 Treasurer's Report**

Investment Rates and Maturities

Investments	Rate	Month End	Maturity Date
Illinois Fund	1.720%	\$ 964,238	NA
Illinois Investor's Trust	1.550%	\$ 201,746	NA
Farm Cooperative Patronage	NA	\$ 803	NA
CD (180 day) IIT - Preferred Bank	1.800%	\$ 125,000	June 24, 2020
CD (180 day) IIT - Prudential Savings	1.700%	\$ 100,000	March 26, 2020
CD (150 day) IIT - FSB Gothenburg	1.650%	\$ 100,000	May 29, 2020
CD (272 day) IIT - East Boston Savings	1.750%	\$ 150,000	September 28, 2020
CD (90 day) IIT - Pacific Western	1.950%	\$ 150,000	January 13, 2020
CD (270 day) - IIT - Modern Bank	2.600%	\$ 100,000	January 21, 2020
CD (182 day) - IIT - Bank Ozark	2.210%	\$ 240,000	January 29, 2020
CD (1 1/2 year) - Iroquois Federal	2.727%	\$ 240,000	February 23, 2020
CD (210 day) - IIT - Bank of Healy	2.250%	\$ 100,000	February 26, 2020
CD (182 day) First State Bank	2.100%	\$ 247,000	February 28, 2020
CD (180 day) IIT - Veritex	1.950%	\$ 100,000	March 16, 2020
CD (180 day) IIT - FNB Mcgregor	2.050%	\$ 225,000	March 23, 2020
CD (182 day) IIT - CIBC Private Bank	1.900%	\$ 130,000	April 23, 2020
CD (181 day) IIT - First Internet Bank IN	1.820%	\$ 220,000	April 27, 2020
CD (212 day) CIBM Bank	2.000%	\$ 247,000	May 10, 2020
<b>Total Investments</b>		<b>\$ 3,640,787</b>	

# Champaign County Forest Preserve District December 2019 Treasurer's Report

## Revenues and Expenditures Transacted as Percent of Budget

2019 Revenues				
Fund	Budgeted	Cumulative Revenues	2019 Percent Collected	5 year Average Percent*
<b>CORPORATE</b>	\$ 2,689,497	\$ 2,789,743	103.7%	101.5%
<b>CONSTRUCTION</b>	\$ 942,036	\$ 874,891	92.9%	97.5%
<b>GOLF COURSE</b>	\$ 720,580	\$ 773,159	107.3%	100.5%
<b>GENERAL STORE</b>	\$ 13,620	\$ 12,813	94.1%	104.0%
<b>INSURANCE</b>	\$ 143,628	\$ 147,341	102.6%	104.5%
<b>IMRF</b>	\$ 152,610	\$ 181,970	119.2%	106.4%
<b>AUDIT</b>	\$ 23,235	\$ 24,262	104.4%	93.8%
<b>SOCIAL SECURITY</b>	\$ 183,900	\$ 164,134	89.3%	97.1%
<b>BOND</b>	\$ 236,476	\$ 232,617	98.4%	100.5%
<b>PROJECT</b>	\$ 574,610	\$ 548,346	95.4%	76.7%
<b>LAND ACQUISITION</b>	\$ 1,250	\$ 5,843	467.4%	44.1%
<b>TOTAL</b>	\$ 5,681,442	\$ 5,755,120	101.3%	96.5%

2019 Expenditures				
Fund	Budgeted	Cumulative Expenses	2019 Percent Expended	5 year Average Percent*
<b>CORPORATE</b>	\$ 2,690,692	\$ 2,421,514	90.0%	94.9%
<b>CONSTRUCTION</b>	\$ 907,207	\$ 812,044	89.5%	90.4%
<b>GOLF COURSE</b>	\$ 740,418	\$ 735,094	99.3%	95.7%
<b>GENERAL STORE</b>	\$ 11,250	\$ 10,572	94.0%	90.4%
<b>INSURANCE</b>	\$ 161,528	\$ 158,827	98.3%	89.0%
<b>IMRF</b>	\$ 150,991	\$ 155,202	102.8%	109.0%
<b>AUDIT</b>	\$ 21,750	\$ 22,915	105.4%	97.3%
<b>SOCIAL SECURITY</b>	\$ 176,933	\$ 172,187	97.3%	90.9%
<b>BOND</b>	\$ 234,150	\$ 234,150	100.0%	99.7%
<b>PROJECT</b>	\$ 631,535	\$ 438,391	69.4%	65.2%
<b>LAND ACQUISITION</b>	\$ 5,500	\$ 2,413	43.9%	17.2%
<b>TOTAL</b>	\$ 5,731,954	\$ 5,163,310	90.1%	88.2%

\*The 5 Year Average Percent equals each fund's current period average percentage of budget for revenues or expenditures for the years 2014-2018.

## 2019 December Income and Expense Report for Departments and Operating Funds

Department	R/E	Category	2019 Budget	Actuals through December 31	% of Budget
District Administration	Revenue	Taxes	\$ 852,263	\$ 842,887	99%
District Administration	Revenue	Miscellaneous	\$ 38,520	\$ 207,820	540%
<b>Revenue Total</b>			<b>\$ 890,783</b>	<b>\$ 1,050,707</b>	<b>118%</b>
District Administration	Expense	Compensation	\$ 381,625	\$ 321,156	84%
District Administration	Expense	Equipment	\$ 320,098	\$ 297,349	93%
District Administration	Expense	Other Operating	\$ 178,104	\$ 133,425	75%
<b>Expense Total</b>			<b>\$ 879,827</b>	<b>\$ 751,930</b>	<b>85%</b>
<b>Over/(Under)</b>			<b>\$ 10,956</b>	<b>\$ 298,777</b>	
Marketing	Revenue	Taxes	\$ 190,012	\$ 180,932	95%
Marketing	Revenue	Freedom Fest	\$ 12,500	\$ 13,961	112%
<b>Revenue Total</b>			<b>\$ 202,512</b>	<b>\$ 194,893</b>	<b>96%</b>
Marketing	Expense	Compensation	\$ 107,162	\$ 103,855	97%
Marketing	Expense	Freedom Fest	\$ 11,600	\$ 14,200	122%
Marketing	Expense	Other Operating	\$ 83,950	\$ 83,071	99%
<b>Expense Total</b>			<b>\$ 202,712</b>	<b>\$ 201,126</b>	<b>99%</b>
<b>Over/(Under)</b>			<b>\$ (200)</b>	<b>\$ (6,233)</b>	
Lake of the Woods	Revenue	Taxes	\$ 348,945	\$ 332,279	95%
Lake of the Woods	Revenue	User Fees	\$ 63,120	\$ 55,763	88%
<b>Revenue Total</b>			<b>\$ 412,065</b>	<b>\$ 388,042</b>	<b>94%</b>
Lake of the Woods	Expense	Compensation	\$ 304,064	\$ 276,997	91%
Lake of the Woods	Expense	Other Operating	\$ 108,001	\$ 101,393	94%
<b>Expense Total</b>			<b>\$ 412,065</b>	<b>\$ 378,390</b>	<b>92%</b>
<b>Over/(Under)</b>			<b>\$ -</b>	<b>\$ 9,652</b>	
Middle Fork	Revenue	Taxes	\$ 230,058	\$ 219,098	95%
Middle Fork	Revenue	User Fees	\$ 77,280	\$ 85,685	111%
Middle Fork	Revenue	Merchandise Sales	\$ 6,350	\$ 8,674	137%
<b>Revenue Total</b>			<b>\$ 313,688</b>	<b>\$ 313,457</b>	<b>100%</b>
Middle Fork	Expense	Compensation	\$ 221,707	\$ 200,931	91%
Middle Fork	Expense	Other Operating	\$ 73,500	\$ 60,843	83%
Middle Fork	Expense	Cost of Merchandise	\$ 10,250	\$ 10,025	98%
<b>Expense Total</b>			<b>\$ 305,457</b>	<b>\$ 271,799</b>	<b>89%</b>
<b>Over/(Under)</b>			<b>\$ 8,231</b>	<b>\$ 41,658</b>	

## 2019 December Income and Expense Report for Departments and Operating Funds

Department	R/E	Category	2019 Budget	Actuals through December 31	% of Budget
Homer Lake	Revenue	Taxes	\$ 221,380	\$ 210,789	95%
Homer Lake	Revenue	User Fees	\$ 24,975	\$ 27,147	109%
<b>Revenue Total</b>			<b>\$ 246,355</b>	<b>\$ 237,936</b>	<b>97%</b>
Homer Lake	Expense	Compensation	\$ 187,694	\$ 169,400	90%
Homer Lake	Expense	Other Operating	\$ 58,661	\$ 55,013	94%
<b>Expense Total</b>			<b>\$ 246,355</b>	<b>\$ 224,413</b>	<b>91%</b>
<b>Over/(Under)</b>			<b>\$ -</b>	<b>\$ 13,523</b>	
Museum of the Grand Prairie	Revenue	Taxes	\$ 353,610	\$ 336,710	95%
Museum of the Grand Prairie	Revenue	User Fees	\$ 9,000	\$ 11,783	131%
Museum of the Grand Prairie	Revenue	Miscellaneous	\$ 7,050	\$ 10,651	151%
<b>Revenue Total</b>			<b>\$ 369,660</b>	<b>\$ 359,144</b>	<b>97%</b>
Museum of the Grand Prairie	Expense	Compensation	\$ 315,020	\$ 296,386	94%
Museum of the Grand Prairie	Expense	Other Operating	\$ 54,640	\$ 54,723	100%
<b>Expense Total</b>			<b>\$ 369,660</b>	<b>\$ 351,109</b>	<b>95%</b>
<b>Over/(Under)</b>			<b>\$ -</b>	<b>\$ 8,035</b>	
Homer Lake Interpretive Center	Revenue	Taxes	\$ 215,257	\$ 204,981	95%
Homer Lake Interpretive Center	Revenue	User Fees	\$ 19,795	\$ 18,953	96%
Homer Lake Interpretive Center	Revenue	Miscellaneous	\$ 800	\$ 3,826	478%
<b>Revenue Total</b>			<b>\$ 235,852</b>	<b>\$ 227,760</b>	<b>97%</b>
Homer Lake Interpretive Center	Expense	Compensation	\$ 204,987	\$ 193,503	94%
Homer Lake Interpretive Center	Expense	Other Operating	\$ 29,965	\$ 30,260	101%
<b>Expense Total</b>			<b>\$ 234,952</b>	<b>\$ 223,763</b>	<b>95%</b>
<b>Over/(Under)</b>			<b>\$ 900</b>	<b>\$ 3,997</b>	
Volunteer	Revenue	Taxes	\$ 18,582	\$ 17,693	95%
Volunteer	Expense	Grants & Donations	\$ -	\$ 111	100%
<b>Revenue Total</b>			<b>\$ 18,582</b>	<b>\$ 17,804</b>	<b>96%</b>
Volunteer	Expense	Compensation	\$ 14,342	\$ 14,634	102%
Volunteer	Expense	Other Operating	\$ 4,240	\$ 4,350	103%
<b>Expense Total</b>			<b>\$ 18,582</b>	<b>\$ 18,984</b>	<b>102%</b>
<b>Over/(Under)</b>			<b>\$ -</b>	<b>\$ (1,180)</b>	

## 2019 December Income and Expense Report for Departments and Operating Funds

Department	R/E	Category	2019 Budget	Actuals through December 31	% of Budget
Botanical Garden	Revenue	Taxes	\$ 132,939	\$ 124,382	94%
Botanical Garden	Revenue	User Fees	\$ 4,250	\$ 493	12%
Botanical Garden	Revenue	Grants & Donations	\$ 500	\$ 1,517	303%
<b>Revenue Total</b>			<b>\$ 137,689</b>	<b>\$ 126,392</b>	<b>92%</b>
Botanical Garden	Expense	Compensation	\$ 92,691	\$ 75,911	82%
Botanical Garden	Expense	Other Operating	\$ 44,998	\$ 40,714	90%
<b>Expense Total</b>			<b>\$ 137,689</b>	<b>\$ 116,625</b>	<b>85%</b>
<b>Over/(Under)</b>			<b>\$ -</b>	<b>\$ 9,767</b>	
Farm	Revenue	Crop Sales	\$ 50,150	\$ 30,108	60%
Farm	Expense	Farm Supplies	\$ 25,525	\$ 14,765	58%
<b>Surplus/(Deficit)</b>			<b>\$ 24,625</b>	<b>\$ 15,343</b>	
Planning	Revenue	Taxes	\$ 225,095	\$ 209,540	93%
Planning	Revenue	Miscellaneous	\$ 2,500	\$ 3,465	139%
<b>Revenue Total</b>			<b>\$ 227,595</b>	<b>\$ 213,005</b>	<b>94%</b>
Planning	Expense	Compensation	\$ 179,813	\$ 188,215	105%
Planning	Expense	Other Operating	\$ 9,650	\$ 6,084	63%
<b>Expense Total</b>			<b>\$ 189,463</b>	<b>\$ 194,299</b>	<b>103%</b>
<b>Over/(Under)</b>			<b>\$ 38,132</b>	<b>\$ 18,706</b>	
Construction	Revenue	Taxes	\$ 214,456	\$ 200,652	94%
Construction	Revenue	Grants & Donations	\$ -	\$ 2,520	100%
<b>Revenue Total</b>			<b>\$ 214,456</b>	<b>\$ 203,172</b>	<b>95%</b>
Construction	Expense	Compensation	\$ 192,045	\$ 188,913	98%
Construction	Expense	Other Operating	\$ 15,369	\$ 13,416	87%
<b>Expense Total</b>			<b>\$ 207,414</b>	<b>\$ 202,329</b>	<b>98%</b>
<b>Over/(Under)</b>			<b>\$ 7,042</b>	<b>\$ 843</b>	
Natural Resources	Revenue	Taxes	\$ 304,996	\$ 285,364	94%
Natural Resources	Revenue	Grants & Donations	\$ 7,150	\$ 16,850	236%
<b>Revenue Total</b>			<b>\$ 312,146</b>	<b>\$ 302,214</b>	<b>97%</b>
Natural Resources	Expense	Compensation	\$ 276,786	\$ 258,052	93%
Natural Resources	Expense	Other Operating	\$ 35,330	\$ 25,975	74%
<b>Expense Total</b>			<b>\$ 312,116</b>	<b>\$ 284,027</b>	<b>91%</b>
<b>Over/(Under)</b>			<b>\$ 30</b>	<b>\$ 18,187</b>	



## 2019 December Income and Expense Report for Departments and Operating Funds

Department	R/E	Category	2019 Budget	Actuals through December 31	% of Budget
Golf	Revenue	User Fees	\$ 510,488	\$ 563,158	110%
Golf	Revenue	Merchandise Sales	\$ 188,500	\$ 202,408	107%
Golf	Revenue	Miscellaneous	\$ 520	\$ 7,593	1460%
<b>Revenue Total</b>			<b>\$ 699,508</b>	<b>\$ 773,159</b>	<b>111%</b>
Golf	Expense	Compensation	\$ 418,487	\$ 386,552	92%
Golf	Expense	Cost of Merchandise	\$ 81,000	\$ 100,325	124%
Golf	Expense	Other Operating	\$ 240,931	\$ 248,216	103%
<b>Expense Total</b>			<b>\$ 740,418</b>	<b>\$ 735,093</b>	<b>99%</b>
<b>Over/(Under)</b>			<b>\$ (40,910)</b>	<b>\$ 38,066</b>	
Museum Store	Revenue	Merchandise Sales	\$ 13,620	\$ 12,813	94%
Museum Store	Expense	Cost of Merchandise	\$ 11,250	\$ 10,572	94%
<b>Surplus/(Deficit)</b>			<b>\$ 2,370</b>	<b>\$ 2,241</b>	
Risk Management	Revenue	Taxes & Interest	\$ 140,878	\$ 139,312	99%
Risk Management	Revenue	Miscellaneous	\$ 2,750	\$ 8,029	292%
<b>Revenue Total</b>			<b>\$ 143,628</b>	<b>\$ 147,341</b>	<b>103%</b>
Risk Management	Expense	Liability Insurance	\$ 116,528	\$ 109,719	94%
Risk Management	Expense	Liability Projects	\$ 45,000	\$ 49,108	109%
<b>Expense Total</b>			<b>\$ 161,528</b>	<b>\$ 158,827</b>	<b>98%</b>
<b>Over/(Under)</b>			<b>\$ (17,900)</b>	<b>\$ (11,486)</b>	
IMRF	Revenue	Taxes & Interest	\$ 152,610	\$ 181,970	119%
IMRF	Expense	IMRF Contributions	\$ 150,991	\$ 155,202	103%
<b>Surplus/(Deficit)</b>			<b>\$ 1,619</b>	<b>\$ 26,768</b>	
Audit	Revenue	Taxes & Interest	\$ 23,235	\$ 24,262	104%
Audit	Expense	Audit Services	\$ 21,750	\$ 22,915	105%
<b>Surplus/(Deficit)</b>			<b>\$ 1,485</b>	<b>\$ 1,347</b>	
Social Security	Revenue	Taxes & Interest	\$ 183,900	\$ 164,134	89%
Social Security	Expense	Pension Contributions	\$ 176,933	\$ 172,187	97%
<b>Surplus/(Deficit)</b>			<b>\$ 6,967</b>	<b>\$ (8,053)</b>	

## 2019 December Income and Expense Report for Departments and Operating Funds

Department	R/E	Category	2019 Budget	Actuals through December 31	% of Budget
General Obligation Bond	Revenue	Taxes & Interest	\$ 236,476	\$ 232,617	98%
General Obligation Bond	Expense	Bond Expenses	\$ 234,150	\$ 234,151	100%
<b>Surplus/(Deficit)</b>			<b>\$ 2,326</b>	<b>\$ (1,534)</b>	
Capital Project	Revenue	Grants & Donations	\$ 384,904	\$ 528,659	137%
Capital Project	Revenue	Miscellaneous	\$ 189,706	\$ 19,687	10%
<b>Revenue Total</b>			<b>\$ 574,610</b>	<b>\$ 548,346</b>	<b>95%</b>
Capital Project	Expense	Capital Projects	\$ 631,535	\$ 438,391	69%
<b>Expense Total</b>			<b>\$ 631,535</b>	<b>\$ 438,391</b>	<b>69%</b>
<b>Over/(Under)</b>			<b>\$ (56,925)</b>	<b>\$ 109,955</b>	
Land Acquisition	Revenue	Miscellaneous	\$ 1,250	\$ 5,843	467%
Land Acquisition	Expense	Land Acquisition	\$ 5,500	\$ 2,413	44%
<b>Surplus/(Deficit)</b>			<b>\$ (4,250)</b>	<b>\$ 3,430</b>	

January 9, 2020

**MEMORANDUM**

To: Board of Commissioners

From: John H. Baker, Business and Finance Director

Re: Ordinance 2020-01 Issuance of 2020 Series General Obligation Limited Tax Bonds\*

\*NOTE: The 2021 Consumer Price Index will not be issued until January 14, so this request and ordinance were prepared with the best available information at the time of preparing this memo. Should the 2021 CPI differ from the estimate used in this document, an updated memorandum and ordinance will be supplied at the January 16 meeting.

**Action Requested**

Staff requests the Board of Commissioners approve the issuance of \$311,200 Taxable General Obligation Limited Tax Bonds, Series 2020, of the District, for the purpose of paying costs of maintaining forest preserve lands and facilities in and for said District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the corporate fund of the District.

**Background**

Every two years staff requests that the Board of Commissioners issue its General Obligation bonds to the extent permitted by the District’s tax-capped debt service extension base (DSEB). Because this cap increases by the CPI annually, issuing bonds every two years permits the District to fully utilize property tax-supported revenues dedicated to capital projects. The District’s purchasing of its own bonds secures interest payments as well as the principal reimbursement. Available debt service for this bond breaks down as follows:

<b>Fiscal Year</b>	<b>DSEB Available</b>
2020 actual	\$151,600
2021 estimate	\$159,600
<b>2020-2021 Total</b>	<b>\$311,200</b>

After approval of the ordinance, at the bond closing the District will purchase \$311,200 in two bonds, one redeemable in December 2020, and the other in December 2021. Staff will make the purchase from the corporate fund’s available balance and deposit the \$311,200 bond proceeds to the capital projects fund. The ordinance also instructs the County Clerk to levy 2020 and 2021 taxes to repay the principal with interest. The interest rates will generate a total of \$4,625 over the two years, maximizing the use of the DSEB.

This bond is intended to fund projects that for all practical purposes cannot be supported by other revenue sources, such as grant- and donation-supported projects. Therefore the bond purpose is written broadly so that the bond tax revenues could be applied flexibly to a variety of projects not otherwise funded than with bond proceeds.

Chapman Cutler, District bond counsel for this ordinance and bond closing, prepared the bond ordinance for the District.

MINUTES of a regular public meeting of the Board of Commissioners of the Champaign County Forest Preserve District, Champaign County, Illinois, held in the Museum of the Grand Prairie Education Classroom in Lake of the Woods Forest Preserve, 900 North Lombard, Mahomet, Illinois, in said Forest Preserve District at 6:00 o'clock P.M., on the 16th day of January, 2020.

\* \* \*

The President called the meeting to order and directed the Secretary to call the roll.

Upon the roll being called, Sarah Livesay, the President, and the following Commissioners were physically present at said location: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The following Commissioners were allowed by a majority of the members of the Board of Commissioners in accordance with and to the extent allowed by rules adopted by the Board of Commissioners to attend the meeting by video or audio conference: \_\_\_\_\_

\_\_\_\_\_

No Commissioner was not permitted to attend the meeting by video or audio conference.

The following Commissioners were absent and did not participate in the meeting in any manner or to any extent whatsoever: \_\_\_\_\_

\_\_\_\_\_

The President announced that the next item of business to be considered was the proposed purchased by the corporate fund of the District of \$311,200 non-referendum general obligation bonds to be issued by the District for the purpose of paying costs of maintaining forest preserve facilities in and for the District and that the Board of Commissioners would consider the adoption of an ordinance providing for the issue of said bonds and the levy of a direct annual tax to pay the principal and interest thereon. The President also summarized the pertinent terms of said proposal

and said bonds, including the length of maturity, rates of interest, purchase price and tax levy for said bonds.

Whereupon Commissioner \_\_\_\_\_ presented and the Secretary read by title an ordinance as follows, a copy of which was provided to each Commissioner prior to said meeting and to everyone in attendance at said meeting who requested a copy:

**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE providing for the issue of \$311,200 Taxable General Obligation Limited Tax Bonds, Series 2020, of the Champaign County Forest Preserve District, Champaign County, Illinois, for the purpose of maintaining forest preserve facilities in and for said District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal of and interest on said bonds, and authorizing the sale of said bonds to the corporate fund of said District.

\* \* \*

WHEREAS, the Champaign County Forest Preserve District, Champaign County, Illinois (the “*District*”), is a duly organized and existing Forest Preserve District created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Downstate Forest Preserve District Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto (the “*Act*”); and

WHEREAS, it has been deemed advisable, necessary and in the best interests of the District that the District develop forest preserve land in and for the District, and that the District requires the expenditure of not less than the sum of \$311,200 for the purpose of paying costs of maintaining forest preserve facilities in and for the District and for the payment of the expenses incident thereto (collectively, the “*Project*”), all in accordance with the preliminary plans and estimate of cost heretofore approved by the Board of Commissioners of the District (the “*Board*”) and now on file in the office of the Secretary of the Board; and

WHEREAS, the estimated costs of the Project, including legal, financial, bond discount, capitalized interest, printing and publication costs and other expenses, is not less than \$311,200 and that it is necessary and for the best interests of the District that it borrow the sum of \$311,200 and issue bonds of the District to evidence the borrowing; and

WHEREAS, pursuant to and in accordance with the provisions of the Bond Issue Notification Act of the State of Illinois, as amended, the President of the Board, on the 5th day of December,

2019, executed an Order calling a public hearing (the “*Hearing*”) for the 19th day of December, 2019, concerning the intent of the Board to sell bonds in the amount of \$859,950 for the Project; and

WHEREAS, notice of the Hearing was given (i) by publication at least once not less than seven (7) nor more than thirty (30) days before the date of the Hearing in the *News-Gazette*, the same being a newspaper of general circulation in the District, and (ii) by posting at least 48 hours before the Hearing a copy of said notice at the principal office of the Board, which notice was continuously available for public review during the entire 48-hour period preceding the Hearing; and

WHEREAS, the Hearing was held on the 19th day of December, 2019, and at the Hearing, the Board explained the reasons for the proposed bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and

WHEREAS, the Hearing was finally adjourned on the 19th day of December, 2019; and

WHEREAS, the District is now authorized to issue bonds to the amount of \$859,950 and to levy taxes to pay principal of and interest on such bonds; and

WHEREAS, the Board deems it advisable, necessary and for the best interests of the District that \$311,200 of the additional bonds so authorized be issued at this time; and

WHEREAS, the Board does hereby find and determine that upon the issuance of the \$311,200 Taxable General Obligation Limited Tax Bonds, Series 2020, now proposed to be issued, the aggregate outstanding unpaid indebtedness of the District, including said bonds, will not exceed 2.3% (and, in the case of bonds and other evidences of indebtedness of the District issued for the purpose of development of forest preserve lands, will not exceed 0.3%) of the total assessed valuation of all taxable property in the District as last equalized and determined, and pursuant to

the provisions of the Act, it is not necessary to submit the proposition of issuing said bonds to the voters of the District for approval; and

WHEREAS, the Board does hereby find and determine that said bonds shall be issued as limited bonds under the provisions of the Local Government Debt Reform Act of the State of Illinois, as amended (the “*Debt Reform Act*”):

NOW, THEREFORE, Be It Ordained by the Board of Commissioners of the Champaign County Forest Preserve District, Champaign County, Illinois, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does incorporate them into this Ordinance by this reference.

*Section 2. Authorization.* It is hereby found and determined that the District has been authorized by law to borrow the sum of \$859,950 upon the credit of the District and as evidence of such indebtedness to issue bonds of the District in said amount, the proceeds of said bonds to be used for the purpose of paying the cost of the Project, and that it is necessary and for the best interests of the District that there be issued at this time \$311,200 of the remaining bonds so authorized.

*Section 3. Bond Details.* There be borrowed on the credit of and for and on behalf of the District the sum of \$311,200 for the purpose aforesaid; and that bonds of the District (the “*Bonds*”) shall be issued in said amount and shall be designated “Taxable General Obligation Limited Tax Bonds, Series 2020.” The Bonds shall be dated January 30, 2020, and shall also bear the date of authentication, shall be in fully registered form, shall be in denominations of \$1.00 each and authorized integral multiples thereof (but no single Bond shall represent installments of principal maturing on more than one date), shall be numbered 1 and upward, and the Bonds shall



become due and payable serially (without option of prior redemption) on December 15 of each of the years, in the amounts and bearing interest per annum as follows:

YEAR OF MATURITY	PRINCIPAL AMOUNT	RATE OF INTEREST
2020	\$151,600	1.50%
2021	159,600	1.50%

The Bonds shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, until the principal amount of the Bonds is paid, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable on June 15 and December 15 of each year, commencing on December 15, 2020. Interest on each Bond shall be paid by check or draft of the Treasurer of the Board, as bond registrar and paying agent (the “*Bond Registrar*”), payable upon presentation in lawful money of the United States of America, to the person in whose name such Bond is registered at the close of business on the 1st day of the month of the interest payment date. The principal of the Bonds shall be payable in lawful money of the United States of America at the principal office of the Bond Registrar.

The Bonds shall be signed by the manual or facsimile signatures of the President and Secretary of the Board, and shall be countersigned by the manual or facsimile signature of the Treasurer of the Board, as they shall determine, and the seal of the District shall be affixed thereto or printed thereon, and in case any officer whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

All Bonds shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Bond Registrar as authenticating agent of the District and showing the date of authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Ordinance unless and until such certificate of

authentication shall have been duly executed by the Bond Registrar by manual signature, and such certificate of authentication upon any such Bond shall be conclusive evidence that such Bond has been authenticated and delivered under this Ordinance.

*Section 4. Registration of Bonds; Persons Treated as Owners.* The District shall cause books (the “*Bond Register*”) for the registration and for the transfer of the Bonds as provided in this Ordinance to be kept at the principal office of the Bond Registrar, which is hereby constituted and appointed the registrar of the District. The District is authorized to prepare, and the Bond Registrar shall keep custody of, multiple Bond blanks executed by the District for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the principal office of the Bond Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Bond Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the District shall execute and the Bond Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be exchanged at said office of the Bond Registrar for a like aggregate principal amount of Bond or Bonds of the same maturity of other authorized denominations. The execution by the District of any fully registered Bond shall constitute full and due authorization of such Bond and the Bond Registrar shall thereby be authorized to authenticate, date and deliver such Bond, *provided, however*, the principal amount of outstanding Bonds of each maturity authenticated by the Bond Registrar shall not exceed the authorized principal amount of Bonds for such maturity less previous retirements.

The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 1st day of the month of any interest payment date on such Bond and ending at the opening of business on such interest payment date.

The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Bond shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Bonds, but the District or the Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Bonds.

*Section 5. Form of Bond.* The Bonds shall be in substantially the following form; *provided, however,* that if the text of the Bond is to be printed in its entirety on the front side of the Bond, then paragraph [2] and the legend, “See Reverse Side for Additional Provisions”, shall be omitted and paragraphs [6] through [9] shall be inserted immediately after paragraph [1]:

[Form of Bond - Front Side]

REGISTERED  
NO. \_\_\_\_\_

REGISTERED  
\$ \_\_\_\_\_

UNITED STATES OF AMERICA

STATE OF ILLINOIS

COUNTY OF CHAMPAIGN

CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT

TAXABLE GENERAL OBLIGATION LIMITED TAX BOND, SERIES 2020

See Reverse Side for  
Additional Provisions

Interest  
Rate: \_\_\_\_\_%

Maturity  
Date: December 15, 20\_\_

Dated  
Date: January 30, 2020

Registered Owner: CORPORATE FUND OF THE CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT

Principal Amount:

[1] KNOW ALL PERSONS BY THESE PRESENTS, that the Champaign County Forest Preserve District, Champaign County, Illinois (the “*District*”), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Bond or from the most recent interest payment date to which interest has been paid at the Interest Rate per annum set forth above on June 15 and December 15 of each year, commencing December 15, 2020, until said Principal Amount is paid. Principal of this Bond is payable in lawful money of the United States of America upon presentation and surrender hereof at the principal office of the Treasurer of the Board of Commissioners, as bond registrar and paying agent (the “*Bond Registrar*”). Payment of the installments of interest shall be made to the Registered Owner hereof as shown on the registration

books of the District maintained by the Bond Registrar at the close of business on the 1st day of the month of each interest payment date and shall be paid by check or draft of the Bond Registrar, payable upon presentation in lawful money of the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Bond Registrar.

[2] Reference is hereby made to the further provisions of this Bond set forth on the reverse hereof and such further provisions shall for all purposes have the same effect as if set forth at this place.

[3] It is hereby certified and recited that all conditions, acts and things required by law to exist or to be done precedent to and in the issuance of this Bond did exist, have happened, been done and performed in regular and due form and time as required by law; that the indebtedness of the District, including the issue of bonds of which this is one, does not exceed any limitation imposed by law; and that provision has been made for the collection of a direct annual tax to pay the interest hereon as it falls due and also to pay and discharge the principal hereof at maturity. Although this Bond constitutes a general obligation of the District and no limit exists on the rate of said direct annual tax, the amount of said tax is limited by the provisions of the Property Tax Extension Limitation Law of the State of Illinois, as amended (the "*Law*"). The Law provides that the annual amount of the taxes to be extended to pay the issue of Bonds of which this Bond is one and all other limited bonds (as defined in the Local Government Debt Reform Act of the State of Illinois, as amended) heretofore and hereafter issued by the District shall not exceed the debt service extension base (as defined in the Law) of the District (the "*Base*"). Payments on the Bonds from the Base will be made on a parity with the payments on the outstanding limited bonds heretofore issued by the District. The District is authorized to issue from time to time additional

limited bonds payable from the Base, as permitted by law, and to determine the lien priority of payments to be made from the Base to pay the District's limited bonds.

[4] This Bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Bond Registrar.

[5] IN WITNESS WHEREOF, said Champaign County Forest Preserve District, Champaign County, Illinois, by its Board of Commissioners, has caused this Bond to be signed by the manual or duly authorized facsimile signatures of the President and Secretary of said Board of Commissioners, and to be countersigned by the manual or duly authorized facsimile signature of the Treasurer thereof, and has caused the seal of the District to be affixed hereto or printed hereon, all as of the Dated Date identified above.

[SEAL]

SPECIMEN  
President, Board of Commissioners

ATTEST:

SPECIMEN  
Secretary, Board of Commissioners

COUNTERSIGNED:

SPECIMEN  
Treasurer, Board of Commissioners

Date of Authentication: January 30, 2020

CERTIFICATE  
OF  
AUTHENTICATION

Bond Registrar and Paying Agent:  
Treasurer, Board of Commissioners,  
Champaign County Forest Preserve  
District, Champaign County, Illinois

This Bond is one of the Bonds described in the within mentioned ordinance and is one of the Taxable General Obligation Limited Tax Bonds, Series 2020, of the Champaign County Forest Preserve District, Champaign County, Illinois.

SPECIMEN  
Treasurer, Board of Commissioners,  
as Bond Registrar

[Form of Bond - Reverse Side]

**CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT**

**CHAMPAIGN COUNTY, ILLINOIS**

**TAXABLE GENERAL OBLIGATION LIMITED TAX BOND, SERIES 2020**

[6] This Bond is one of a series of bonds issued by the District for the purpose of paying costs of maintaining forest preserve facilities in and for the District and for the payment of the expenses incident thereto, pursuant to and in all respects in full compliance with the Local Government Debt Reform Act of the State of Illinois, as amended, the Downstate Forest Preserve District Act of the State of Illinois, as amended, and all other laws thereunto enabling, and an ordinance duly and properly adopted for that purpose by the Board of Commissioners of the District in all respects provided by law.

[7] This Bond is transferable by the Registered Owner hereof in person or by his or her attorney duly authorized in writing at the principal office of the Bond Registrar in Mahomet, Illinois, but only in the manner, subject to the limitations and upon payment of the charges provided in the authorizing ordinance, and upon surrender and cancellation of this Bond. Upon such transfer a new Bond or Bonds of authorized denominations of the same maturity and for the same aggregate principal amount will be issued to the transferee in exchange therefor.

[8] The Bonds are issued in fully registered form in the denomination of \$1.00 each or authorized integral multiples thereof. This Bond may be exchanged at the principal office of the Bond Registrar for a like aggregate principal amount of Bonds of the same maturity of other authorized denominations, upon the terms set forth in the authorizing ordinance. The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 1st day of the month of any interest payment date on such Bond and ending at the opening of business on such interest payment date.



[9] The District and the Bond Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes and neither the District nor the Bond Registrar shall be affected by any notice to the contrary.

**(ASSIGNMENT)**

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto \_\_\_\_\_

\_\_\_\_\_  
(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint \_\_\_\_\_

\_\_\_\_\_  
attorney to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature guaranteed: \_\_\_\_\_

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

*Section 6. Sale of Bonds.* Pursuant to the Investment of Municipal Funds Act of the State of Illinois, as amended, the District is authorized to use the money in its funds to purchase bonds issued by the District. In view of the balances in the District's corporate fund, there is no need for current funds in the corporate fund in the amount of the purchase price of the Bonds, the same being par. The corporate fund may prudently be invested for the term of the Bonds, and, as such, the corporate fund of the District is the purchaser of the Bonds.

*Section 7. Tax Levy.* In order to provide for the collection of a direct annual tax to pay the interest on the Bonds as it falls due, and also to pay and discharge the principal thereof at

maturity, there be and there is hereby levied upon all the taxable property within the District a direct annual tax for each of the years while the Bonds or any of them are outstanding, and that there be and there is hereby levied upon all of the taxable property in the District, the following direct annual tax, to-wit:

FOR THE YEAR	A TAX TO PRODUCE THE SUM OF:	
2019	\$153,875.99	for interest and principal up to and including December 15, 2020
2020	\$161,948.88	for interest and principal

Principal or interest maturing at any time when there are not sufficient funds on hand from the foregoing tax levy to pay the same shall be paid from the general funds of the District, and the fund from which such payment was made shall be reimbursed out of the taxes hereby levied when the same shall be collected.

The District covenants and agrees with the purchasers and the holders of the Bonds that so long as any of the Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to levy and collect the foregoing tax levy and the District and its officers will comply with all present and future applicable laws in order to assure that the foregoing taxes will be levied, extended and collected as provided herein and deposited in the fund established to pay the principal of and interest on the Bonds.

*Section 8. Filing of Ordinance.* Forthwith upon the passage of this Ordinance, the Secretary of the Board is hereby directed to file a certified copy of this Ordinance with the County Clerk of The County of Champaign, Illinois (the “*County Clerk*”), and it shall be the duty of the County Clerk to annually in and for each of the years 2019 and 2020 ascertain the rate necessary to produce the tax herein levied, and extend the same for collection on the tax books against all of the taxable property within the District in connection with other taxes levied in each of said years

for general corporate purposes, in order to raise the respective amounts aforesaid and in each of said years such annual tax shall be computed, extended and collected in the same manner as now or hereafter provided by law for the computation, extension and collection of taxes for general corporate purposes of the District, and when collected, the taxes hereby levied shall be placed to the credit of a special fund to be designated “Bond and Interest Fund of 2020” (the “*Bond Fund*”), which taxes are hereby irrevocably pledged to and shall be used only for the purpose of paying the principal of and interest on the Bonds.

*Section 9. Limitation on Extension; General Obligation Pledge; Additional Obligations.* Notwithstanding any other provision of this Ordinance, the annual amount of the taxes to be extended by the County Clerk to pay the Bonds and all other limited bonds (as defined in the Debt Reform Act) heretofore and hereafter issued by the District shall not exceed the debt service extension base (as defined in the Property Tax Extension Limitation Law of the State of Illinois, as amended) of the District (the “*Base*”).

No limit, however, exists on the rate of the direct annual tax levied herein, and the Bonds shall constitute a general obligation of the District.

Payments on the Bonds from the Base will be made on a parity with the payments on the District’s outstanding General Obligation Limited Tax Bonds, Series 2011, dated December 15, 2011. The District is authorized to issue from time to time additional limited bonds payable from the Base, as permitted by law, and to determine the lien priority of payments to be made from the Base to pay the District’s limited bonds.

*Section 10. Use of Bond Proceeds.* Accrued interest, if any, received on the delivery of the Bonds is hereby appropriated for the purpose of paying first interest due on the Bonds and is hereby ordered deposited into the Bond Fund. The principal proceeds of the Bonds and any premium received from the sale of the Bonds are hereby appropriated to pay the costs of issuance

of the Bonds and for the purpose of paying the cost of the Project, and that portion thereof not needed to pay such costs of issuance is hereby ordered deposited into the Capital Improvement Account of the District. At the time of the issuance of the Bonds, the costs of issuance of the Bonds may be paid by the Purchaser on behalf of the District from the proceeds of the Bonds.

*Section 11. Tax Matters.* The District hereby covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control if taking, permitting or omitting to take such action would cause the interest on the Bonds not to be included in the gross income of the recipients thereof for federal income tax purposes.

*Section 12. List of Bondholders.* The Bond Registrar shall maintain a list of the names and addresses of the holders of all Bonds and upon any transfer shall add the name and address of the new Bondholder and eliminate the name and address of the transferor Bondholder.

*Section 13. Duties of Bond Registrar.* If requested by the Bond Registrar, the President and Secretary of the Board are authorized to execute the Bond Registrar's standard form of agreement between the District and the Bond Registrar with respect to the obligations and duties of the Bond Registrar hereunder which may include the following:

- (a) to act as bond registrar, authenticating agent, paying agent and transfer agent as provided herein;
- (b) to maintain a list of Bondholders as set forth herein and to furnish such list to the District upon request, but otherwise to keep such list confidential;
- (c) to cancel and/or destroy Bonds which have been paid at maturity or submitted for exchange or transfer;
- (d) to furnish the District at least annually a certificate with respect to Bonds cancelled and/or destroyed; and
- (e) to furnish the District at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.

*Section 14. Severability.* If any section, paragraph, clause or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance.

*Section 15. Repeal.* All ordinances, resolutions or parts thereof in conflict herewith be and the same are hereby repealed and this Ordinance shall be in full force and effect forthwith upon its adoption.

Adopted January 16, 2020.

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President, Board of Commissioners

Attest:

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Secretary, Board of Commissioners

Commissioner \_\_\_\_\_ moved and Commissioner \_\_\_\_\_ seconded the motion that said ordinance as presented and read by title be adopted.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt said ordinance.

Upon the roll being called, the following Commissioners voted AYE: \_\_\_\_\_

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The following Commissioners voted NAY: \_\_\_\_\_

Whereupon the President declared the motion carried and said ordinance adopted, approved and signed the same in open meeting and directed the Secretary to record the same in full in the records of the Board of Commissioners of the Champaign County Forest Preserve District, Champaign County, Illinois, which was done.

Other business not pertinent to the adoption of said ordinance was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

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Secretary, Board of Commissioners

STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF CHAMPAIGN    )

**CERTIFICATION OF MINUTES AND ORDINANCE**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Commissioners of the Champaign County Forest Preserve District, Champaign County, Illinois (the “Board”), and as such Secretary I am the keeper of the records and files of the Board.

I do further certify that attached and the foregoing is a full, true and complete transcript of that portion of the minutes of the meeting of the Board held on the 16th day of January, 2020, insofar as the same relates to the adoption of Ordinance No. \_\_\_\_\_ entitled:

AN ORDINANCE providing for the issue of \$311,200 Taxable General Obligation Limited Tax Bonds, Series 2020, of the Champaign County Forest Preserve District, Champaign County, Illinois, for the purpose of maintaining forest preserve facilities in and for said District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal of and interest on said bonds, and authorizing the sale of said bonds to the corporate fund of said District.

a true, correct and complete copy of which said ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 48-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Downstate Forest Preserve District Act of the State of Illinois, as amended, and the Open Meetings Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said ordinance.

IN WITNESS WHEREOF, I have hereunto set my official signature and the corporate seal of the Champaign County Forest Preserve District, Champaign County, Illinois, this 16th day of January, 2020.

[SEAL]

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Secretary, Board of Commissioners.  
Champaign County Forest Preserve District,  
Champaign County, Illinois



STATE OF ILLINOIS            )  
  ) SS  
COUNTY OF CHAMPAIGN    )

**FILING CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Champaign, Illinois, and as such official I do further certify that on the \_\_\_\_ day of January, 2020, there was filed in my office a duly certified copy of an ordinance entitled:

AN ORDINANCE providing for the issue of \$311,200 Taxable General Obligation Limited Tax Bonds, Series 2020, of the Champaign County Forest Preserve District, Champaign County, Illinois, for the purpose of maintaining forest preserve facilities in and for said District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal of and interest on said bonds, and authorizing the sale of said bonds to the corporate fund of said District.

duly adopted by the Board of Commissioners of the Champaign County Forest Preserve District, Champaign County, Illinois, on the 16th day of January, 2020, and that the same has been deposited in the official files and records of my office.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said Champaign County, this \_\_\_\_ day of January, 2020.

\_\_\_\_\_  
County Clerk of The County of Champaign,  
Illinois

(SEAL)


**MEMORANDUM**

To: Board of Commissioners  
From: Barb Garvey, Director; Mark Hanson, Curator; Jennifer Grove, Registrar  
and the Museum Advisory Committee  
Re: Request to Acquire Collections

**Action Requested**

The Museum Advisory Committee recommends the Board of Commissioners approve the request to acquire items listed below, *included in the Schmale, Hanson, Miller, Allyson, Emerson, Goodman, Samuelson, Mustard, Scaff, Oehlschlaeger-Garvey, and Chambers offers*, for the inclusion in the Museum’s Permanent Collection.

**SCHMALE OFFER**

<p style="text-align: center;"><b>Medal, 125<sup>th</sup> IL Infantry Reunion</b> Capt. John Lester 1909</p>	
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**General Criteria for Potential Acquisitions**

**1. How is the item(s) consistent with the Department’s mission, interpretive themes, and scope of the collection?**

Mission Relevance:

Collects, preserves, and interprets the cultural history of Champaign County and East Central Illinois.

Relevant Interpretive Plan Themes:

Humans as a Part of the Natural and Cultural Communities of Champaign County: Sub theme 4.

Relevant Collection Plan Gaps: Community Life and Military Service.

**2. What is the associated history of the item(s)?**

John B. Lester was farmer in Newcomb Township. He came from Indiana in 1853. He enlisted in Company F, 125<sup>th</sup> Infantry, in 1862, and was elected 1st Lieutenant. In 1863 he was promoted to captain. Lester was reportedly never wounded, despite seeing combat at Kennesaw Mountain and Atlanta. Lester returned to farming in Newcomb Township after the war. He served as a township supervisor, school board member, and charter member of Van Wert Post No. 300 of the G.A.R. in Fisher. Lester died in 1908, and is buried at the Shiloh Cemetery in Newcomb Township. Interestingly, this medal is dated 1909, but undoubtedly refers to John B. Lester of Newcomb.

**3. How might this item(s) be used in the museum?** Exhibit, research, preservation.

**4. Does this item(s) duplicate artifacts already existing in the collections?** No.

**5. What are the provenance, title, and potential legal encumbrances of this item(s)?** No encumbrances. The donor purchased on eBay.

**6. What is the physical condition of this item(s)?** Very good with some damage to ribbon.

**7. Can proper care and storage be given to this item(s)?** Yes.

**8. If appropriate, can the item(s) be properly displayed?** Yes.

**9. Will the Department incur substantial costs by accepting this item(s)?** No.

10. Is this item(s) encumbered by its nature, being obscene, defamatory, or potentially an invasion of privacy? No.

11. Does this item(s) have any ceremonial or spiritual concerns or considerations? Is this offer affected in any way by The North American Graves Protection and Repatriation Act? No.

**HANSON OFFER**

<p><b>Fly Rod, w/ Tube</b>          GEP "Actionized"          Tubular Steel          1950-1953</p>	
<p><b>Fly Reel, Single Action, w/ Bag</b>          Emperor No. 1684          Kalamazoo Tackle Co.          1955-1965</p>	
<p><b>Fly Reel, Automatic, w/ Box</b>          Silent Tru-Art 1835          Shakespeare          1950-1952</p>	
<p><b>Bait Casting Reel, w/ Case</b>          Streamlite Model 310 KB          Langley          C. 1947</p>	
<p><b>Line Spools</b>          Leader Dispenser, Johnson Tool &amp; Die, c. 1949          Kast-Rite Casting Line, c. 1955-1965</p>	
<p><b>Fishing Almanac Booklet</b>          Old Forester          1954</p>	

### Fishing Tackle and Lures

- 1- Lure, Pikie Minnow, Creek Chub Bait Co., c.1934-1935.
- 1- Lure, Mud Puppy, C.C. Robert's Bait Co., c.1955-1965.
- 1- Lure, Jigging spoon; 50 mm; Naslundspirken, c.1955.
  - 1- Lure, Short plug, homeade or repainted, c.1955.
- 1- Lure; Elongate plug, homeade or repainted; c.1955.
  - 1- Lure, in-line spinner, c.1955.
- 1- Lure, Spoon, Marathon, c.1955-1965.
  - 1- Winneconne Rig, c.1955.
- 1- Bobber, Cork, c.1955-1965.
- 2- Bobber, plastic, Frabill Mfg. Co., c.1955-1965.



### General Criteria for Potential Acquisitions

**1. How is the item(s) consistent with the Department's mission, interpretive themes, and scope of the collection?**

Mission Relevance:

Collects, preserves, and interprets the cultural history of Champaign County and East Central Illinois.

Relevant Interpretive Plan Themes:

Humans as a Part of the Natural and Cultural Communities of Champaign County: Sub theme 2, 3.

Relevant Collection Plan Gaps: Outdoor Recreation

- 2. What is the associated history of the item(s)?** These items are examples of type. They originated from Wisconsin and have no specific history. However, they are representative of the popular fishing trends, tackle, and technology of the 1950s and 1960s. Fishing is a popular and long-standing outdoor recreational opportunity at CCFPD. However, fishing equipment is almost non-existent in the museum's collections. Therefore, these items help us interpret one aspect of outdoor recreation in Champaign County and fill a collections gap.
- 3. How might this item(s) be used in the museum?** Exhibit, research, preservation.
- 4. Does this item(s) duplicate artifacts already existing in the collections?** No.
- 5. What are the provenance, title, and potential legal encumbrances of this item(s)?** Donation with no legal encumbrances.
- 6. What is the physical condition of this item(s)?** Good. Exhibits expected use wear.
- 7. Can proper care and storage be given to this item(s)?** Yes.
- 8. If appropriate, can the item(s) be properly displayed?** Yes.
- 9. Will the Department incur substantial costs by accepting this item(s)?** No.
- 10. Is this item(s) encumbered by its nature, being obscene, defamatory, or potentially an invasion of privacy?** No.
- 11. Does this item(s) have any ceremonial or spiritual concerns or considerations? Is this offer affected in any way by The North American Graves Protection and Repatriation Act?** No.

## MILLER OFFER

<p><b>Pancakes Point (Shiloh) Cemetery Marker</b> c. 1916</p> <p>JESSE W &amp; NANCY PANCAKE DONORS NOW SHILOH CEMETERY PANCAKES POINT CEMETERY</p>	
<p><b>Pancakes Point (Shiloh) Marker Stamp</b> c.1916</p> <p>JESSE W &amp; NANCY PANCAKE DONORS PANCAKES POINT CEMETERY NOW SHILOH CEMETERY</p>	

### General Criteria for Potential Acquisitions

**1. How is the item(s) consistent with the Department's mission, interpretive themes, and scope of the collection?**

Mission Relevance:

Collects, preserves, and interprets the cultural history of Champaign County and East Central Illinois.

Relevant Interpretive Plan Themes:

Humans as a Part of The Natural and Cultural Communities of Champaign County: Sub theme 1, 4.

Relevant Collection Plan Gaps: N/A

- 2. What is the associated history of the item(s)?** The stamp and marker were found on the Buchan farm north of Mahomet in 1973, after the Miller family purchased the place and moved in. The stamp was in the farmhouse attic and the marker was found elsewhere on the farm and used as part of a wall. Michael Miller rescued the objects and put them away for safekeeping. Another nearly identical marker is located in the Shiloh Cemetery next to the Nancy Pancake marker. The supposition is the concrete marker found at the Miller farm was made first and the marker in cemetery was made second. The stamp perfectly matches the marker in the cemetery, while the marker from the Miller farm has the last two lines reversed. No information was found about why the Buchan family would have had these items.
- 3. How might this item(s) be used in the museum?** Exhibit, research, preservation.
- 4. Does this item(s) duplicate artifacts already existing in the collections?** No.
- 5. What are the provenance, title, and potential legal encumbrances of this item(s)?** Donation with no legal encumbrances.
- 6. What is the physical condition of this item(s)?** Both items are in very good shape. The rope lettering on the stamp does exhibit some wear. Both items are dirty.
- 7. Can proper care and storage be given to this item(s)?** Yes.
- 8. If appropriate, can the item(s) be properly displayed?** Yes.
- 9. Will the Department incur substantial costs by accepting this item(s)?** No.
- 10. Is this item(s) encumbered by its nature, being obscene, defamatory, or potentially an invasion of privacy?** No.
- 11. Does this item(s) have any ceremonial or spiritual concerns or considerations? Is this offer affected in any way by The North American Graves Protection and Repatriation Act?** No.

**ALLYSON OFFER**

<p><b>Pyrex Baby Bottles</b> 1923-1929</p>	
<p><b>Gillette Double Edge Safety Razor</b> 1939-1947</p> <p><b>GEM Single Edge Safety Razor w/ Box</b> 1912-1925.</p>	
<p><b>Queen Razor Hone</b> Henry Sears Co. 1865-1879</p>	
<p><b>Wilbert Straight Razor</b> Wilbert Cutlery (Sears Roebuck) 1909 -1921.</p>	
<p><b>DubleDuck Special No.1 Straight Razor</b> Bresduck Inc. 1930-1952</p>	

**General Criteria for Potential Acquisitions**

- 1. How is the item(s) consistent with the Department’s mission, interpretive themes, and scope of the collection?**

Mission Relevance:

Collects, preserves, and interprets the cultural history of Champaign County and East Central Illinois.

Relevant Interpretive Plan Themes:

Humans as a Part of the Natural and Cultural Communities of Champaign County: Sub theme 4.

Relevant Collection Plan Gaps: Local Businesses

- 2. What is the associated history of the item(s)?** The donor's father, Virgil Clyde Fite, was a bottle collector. The baby bottles came from his collection. The donor's grandfather, Virgil Armstrong Fite, was a barber in Carlinville, IL. The shaving equipment belonged to him. These objects are not local, but good examples of type. Pyrex baby bottles are not represented in the collection at all and are an important indicator of changing child rearing norms. The shaving equipment is definitively linked to a regional barber, albeit not from Champaign County.
- 3. How might this item(s) be used in the museum?** Exhibit, research, preservation.
- 4. Does this item(s) duplicate artifacts already existing in the collections?** The baby bottles do not replicate existing collections, but other shaving equipment does exist in the collection, but not linked to a barber.

5. **What are the provenance, title, and potential legal encumbrances of this item(s)?** Donation with no legal encumbrances.
6. **What is the physical condition of this item(s)?** Excellent.
7. **Can proper care and storage be given to this item(s)?** Yes.
8. **If appropriate, can the item(s) be properly displayed?** Yes.
9. **Will the Department incur substantial costs by accepting this item(s)?** No.
10. **Is this item(s) encumbered by its nature, being obscene, defamatory, or potentially an invasion of privacy?** No.
11. **Does this item(s) have any ceremonial or spiritual concerns or considerations? Is this offer affected in any way by The North American Graves Protection and Repatriation Act?** No.

**EMERSON OFFER**

<p><b>Pneumatic Cleaner, Model A</b> Regina Company c. 1907</p>	
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**General Criteria for Potential Acquisitions**

1. **How is the item(s) consistent with the Department’s mission, interpretive themes, and scope of the collection?**  
Mission Relevance:  
 Collects, preserves, and interprets the cultural history of Champaign County and East Central Illinois.  
  
Relevant Interpretive Plan Themes:  
 Humans as a Part of The Natural and Cultural Communities of Champaign County: Sub theme 1.  
  
Relevant Collection Plan Gaps: N/A
2. **What is the associated history of the item(s)?**  
 This item was purchased by the donor in Indiana, and has no associated history. However, this cleaner is a unique example of changing cleaning technology to deal with carpeting and rugs. It was also manufactured by the Regina Company, which previously made music boxes. When the market for music boxes waned, they shifted to vacuum cleaners. A Regina music box exists in the collection.
3. **How might this item(s) be used in the museum?** Exhibit, research, preservation.
4. **Does this item(s) duplicate artifacts already existing in the collections?** Other cleaners exist in the collection, but none of this type.
5. **What are the provenance, title, and potential legal encumbrances of this item(s)?** Donation with no legal encumbrances.
6. **What is the physical condition of this item(s)?** Good. It exhibits the wear commonly seen in other examples.



7. Can proper care and storage be given to this item(s)? Yes.
8. If appropriate, can the item(s) be properly displayed? Yes.
9. Will the Department incur substantial costs by accepting this item(s)? No.
10. Is this item(s) encumbered by its nature, being obscene, defamatory, or potentially an invasion of privacy? No.
11. Does this item(s) have any ceremonial or spiritual concerns or considerations? Is this offer affected in any way by The North American Graves Protection and Repatriation Act? No.

**GOODMAN OFFER**

<p style="text-align: center;"><b>Television, Model 20X11</b> Admiral c. 1948</p>	
<p style="text-align: center;"><b>Typewriter, Model No. 5</b> Underwood December 1923</p>	

**General Criteria for Potential Acquisitions**

1. **How is the item(s) consistent with the Department’s mission, interpretive themes, and scope of the collection?**

Mission Relevance:

Collects, preserves, and interprets the cultural history of Champaign County and East Central Illinois.

Relevant Interpretive Plan Themes:

Humans as a Part of The Natural and Cultural Communities of Champaign County: Sub theme 1.

Relevant Collection Plan Gaps: N/A

2. **What is the associated history of the item(s)?**  
 Televisions and typewriters represent past technological advancements that became commonplace in the workplace and at home in Champaign county. The donor remembers when his father bought this Admiral TV set; it being one of the first in his Champaign-Urbana neighborhood. At that time, the technology was still new, and his father would pull the TV over to the side window so neighbors could watch, too. Today screens are everywhere, and the technology far beyond the basics of this small set. As typewriter technology advanced, they too became staples in American life. Though lacking the deep family history, this Model No. 5 typewriter was one of the most popular and widely used by secretaries, journalists, and writers across the country. Underwood made millions of them. It was arguably analogous to the desktop computer of its day.
3. **How might this item(s) be used in the museum?** Exhibit, research, preservation.
4. **Does this item(s) duplicate artifacts already existing in the collections?** One other television exists in collections, but not of this type. Several typewriters exist, but also not of this type.
5. **What are the provenance, title, and potential legal encumbrances of this item(s)?** Donation with no legal encumbrances.



6. **What is the physical condition of this item(s)?** Television is in very good condition, exhibiting expected use wear. The typewriter is intact and appears complete, but is quite rusty and dirty.
7. **Can proper care and storage be given to this item(s)?** Yes.
8. **If appropriate, can the item(s) be properly displayed?** Yes.
9. **Will the Department incur substantial costs by accepting this item(s)?** No.
10. **Is this item(s) encumbered by its nature, being obscene, defamatory, or potentially an invasion of privacy?** No.
11. **Does this item(s) have any ceremonial or spiritual concerns or considerations? Is this offer affected in any way by The North American Graves Protection and Repatriation Act?** No.

**SAMUELSON OFFER**

<p><b>DVD</b> Elisabeth Hanson Interview</p>	
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**General Criteria for Potential Acquisitions**

1. **How is the item(s) consistent with the Department’s mission, interpretive themes, and scope of the collection?**  
Mission Relevance:  
 Collects, preserves, and interprets the natural and cultural history of Champaign County and East Central Illinois, especially related to Tomlinson Cemetery.  
  
Relevant Interpretive Plan Themes:  
 Adaptation and Survival on the Prairie: Sub theme 3.  
 Humans as a Part of The Natural and Cultural Communities of Champaign County: Sub theme 1 & 3.  
  
Relevant Collection Plan Gaps: N/A
2. **What is the associated history of the item(s)?**  
 Elisabeth Hanson was interviewed by Jane Samuelson in 2002, and the interview filmed by Deb Donnelley. This interview was part of a free-lance project to interview women in central Illinois who had grown up on farms. Elisabeth was originally approached as a source to find other women, but her story was so interesting, she was interviewed, too. Elisabeth is an important figure for the District, because she was instrumental in the acquisition of Tomlinson Cemetery and spearheaded restoration efforts at the site, almost singlehandedly, for many years. This interview briefly touches on her work at Tomlinson.
3. **How might this item(s) be used in the museum?** Research and archival preservation.
4. **Does this item(s) duplicate artifacts already existing in the collections?** No.
5. **What are the provenance, title, and potential legal encumbrances of this item(s)?** Donation with no legal encumbrances.
6. **What is the physical condition of this item(s)?** Excellent/new.
7. **Can proper care and storage be given to this item(s)?** Yes.
8. **If appropriate, can the item(s) be properly displayed?** Yes.
9. **Will the Department incur substantial costs by accepting this item(s)?** No.

10. Is this item(s) encumbered by its nature, being obscene, defamatory, or potentially an invasion of privacy? No.

11. Does this item(s) have any ceremonial or spiritual concerns or considerations? Is this offer affected in any way by The North American Graves Protection and Repatriation Act? No.

**MUSTARD OFFER**

<p><b>Printing Press, Model No. 1</b> J. W. Daughaday &amp; Co. c. 1874</p>	
<p><b>Movable Type</b> Approx. 250 pieces in Storage Tray Boston Type Foundry c. 1860-1890</p>	
<p><b>Three Set Printing Plates</b> Top to Bottom: “Graduation Bulletin; The Epworth School; Camargo, IL; 1915”  “Individual Sunday School Record; Catlin Methodist Episcopal Church; Second Quarter 1919”  “Report of the Catlin Methodist Church Sunday School January 26, 1919”</p>	
	
	
<p><b>Wooden Box</b> “Wish Bone Cove Oysters J.F. Humphreys &amp; Co. Bloomington, ILL.”</p>	

**General Criteria for Potential Acquisitions**

1. How is the item(s) consistent with the Department’s mission, interpretive themes, and scope of the collection?

Mission Relevance:

Collects, preserves, and interprets the cultural history of Champaign County and East Central Illinois.

Relevant Interpretive Plan Themes:

Humans as a Part of The Natural and Cultural Communities of Champaign County: Sub theme 4.

Innovation, Communication, and Transportation on the Prairie: Sub theme 4.

Relevant Collection Plan Gaps: Local Business

**2. What is the associated history of the item(s)?**

The donor's great-grandfather James Dunbar Perkins owned and published the Easton Enterprise newspaper in Easton, IL from 1910 until 1925. Using the Model No. 1 press with the moveable type and plates he also produced other printed material such as bulletins for churches across east central Illinois. The set type plates were stored in the wooden box. The Model No. 1 printing press was manufactured in 1874 by the J. W. Daughaday & Co. and was soon replaced by the Improved Model No. 1. The set printing plates were produced for: 1.) The Epworth School in Camargo, IL. 1915. The Epworth League was a Methodist organization for young adults. 2.) The Catlin Methodist Episcopal Church in Catlin, IL. 1919.

**3. How might this item(s) be used in the museum?** Exhibition, Research, or Preservation.

**4. Does this item(s) duplicate artifacts already existing in the collections?** No. Collections do not contain any artifacts related to movable type printing.

**5. What are the provenance, title, and potential legal encumbrances of this item(s)?** Donation with no legal encumbrances.

**6. What is the physical condition of this item(s)?** The printing press is in good to fair condition. When the press was shipped from a family member to the donor, minor damage occurred. The moveable type and set type plates are in good condition. The wooden box is in fair condition; it has had previous minor pest damage and will need to be heat treated. All items need to be cleaned.

**7. Can proper care and storage be given to this item(s)?** Yes.




**8. If appropriate, can the item(s) be properly displayed?** Yes.

**9. Will the Department incur substantial costs by accepting this item(s)?** No.

**10. Is this item(s) encumbered by its nature, being obscene, defamatory, or potentially an invasion of privacy?** No.

**11. Does this item(s) have any ceremonial or spiritual concerns or considerations? Is this offer affected in any way by The North American Graves Protection and Repatriation Act?** No.

**SCAFF OFFER**

<p><b>Color Guard Regalia</b> Knights of Columbus Philo, Illinois Retired July 2019</p> <ul style="list-style-type: none"> <li>--Chapeau</li> <li>-- Sword</li> <li>--Baldric</li> <li>--Bow Tie</li> <li>--Cummerbund</li> <li>--Shirt</li> <li>--Cape</li> <li>--Jacket</li> <li>--Pants</li> <li>--Rosary</li> <li>--Handkerchief</li> </ul>	
	
	

**General Criteria for Potential Acquisitions**

**1. How is the item(s) consistent with the Department’s mission, interpretive themes, and scope of the collection?**

Mission Relevance:

Collects, preserves, and interprets the cultural history of Champaign County and East Central Illinois.

Relevant Interpretive Plan Themes:

Humans as a part of the natural and cultural communities of Champaign County: Sub theme 4

Relevant Collection Plan Gaps: Community Life

**2. What is the associated history of the item(s)?**

Gary Scaff is a member of the 4<sup>th</sup> Degree of the Knights of Columbus in Philo, Illinois. As such, he is a member of the color guard, which participates in ceremonies within the Catholic Church and out in the community. This collection is a nearly complete set of his color guard regalia. In July of 2019, this form of regalia was retired for a more modern version, and is no longer sanctioned for use. This form of regalia had served for nearly 80 years with only minor alterations. The Knights of Columbus is a Catholic Fraternal Order focused on patriotic, social welfare, and faith-based initiatives.

**3. How might this item(s) be used in the museum?** Exhibit, research, preservation.

**4. Does this item(s) duplicate artifacts already existing in the collections?** No.

**5. What are the provenance, title, and potential legal encumbrances of this item(s)?** Donation free of encumbrances.

**6. What is the physical condition of this item(s)?** Good. Clothing components in need of cleaning.

**7. Can proper care and storage be given to this item(s)?** Yes.

**8. If appropriate, can the item(s) be properly displayed?** Yes.

**9. Will the Department incur substantial costs by accepting this item(s)?** No.

**10. Is this item(s) encumbered by its nature, being obscene, defamatory, or potentially an invasion of privacy?** No.

**11. Does this item(s) have any ceremonial or spiritual concerns or considerations? Is this offer affected in any way by The North American Graves Protection and Repatriation Act?** Yes. The collection is associated with a Christian denomination and faith-based fraternal organization. Sensitivity is required concerning the Christian symbology and motifs inherent to the objects.

**OEHLSCHLAEGER-GARVEY OFFER**

<p style="text-align: center;"><b>Book</b> <i>A Handbook for the Women Voters of Illinois</i> Alice Greenacre Chicago School of Civics and Philanthropy 1913</p>	
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**General Criteria for Potential Acquisitions**

**1. How is the item(s) consistent with the Department’s mission, interpretive themes, and scope of the collection?**

Mission Relevance:

Collects, preserves, and interprets the cultural history of Champaign County and East Central Illinois.

Relevant Interpretive Plan Themes:

Humans as a part of the natural and cultural communities of Champaign County: Sub theme 4

Relevant Collection Plan Gaps: Community Life

2. **What is the associated history of the item(s)?**  
Illinois played an important role in the Woman Suffrage movement. As early as 1869, suffrage organizations began lobbying for the enfranchisement of women, and in 1870 Susan B. Anthony spoke in Champaign. In 1913, women finally won limited voting rights, making Illinois one of the first states east of Mississippi River to do so. This book was developed to educate women about their newfound political voice, and prepare them to exercise that voice fully.
3. **How might this item(s) be used in the museum?** Exhibit, research, preservation.
4. **Does this item(s) duplicate artifacts already existing in the collections?** No.
5. **What are the provenance, title, and potential legal encumbrances of this item(s)?** Donation free of encumbrances.
6. **What is the physical condition of this item(s)?** Good. Some damage to covers.
7. **Can proper care and storage be given to this item(s)?** Yes.
8. **If appropriate, can the item(s) be properly displayed?** Yes.
9. **Will the Department incur substantial costs by accepting this item(s)?** No.
10. **Is this item(s) encumbered by its nature, being obscene, defamatory, or potentially an invasion of privacy?** No.
11. **Does this item(s) have any ceremonial or spiritual concerns or considerations? Is this offer affected in any way by The North American Graves Protection and Repatriation Act?** No

**CHAMBERS OFFER**

<p><b>Veil and Photographs</b> <i>Burnham Family</i> 1900-1953</p>	
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**General Criteria for Potential Acquisitions**

1. **How is the item(s) consistent with the Department’s mission, interpretive themes, and scope of the collection?**

Mission Relevance:

Collects, preserves, and interprets the cultural history of Champaign County and East Central Illinois.

Relevant Interpretive Plan Themes:

Humans as a part of the natural and cultural communities of Champaign County: Sub theme 4

Relevant Collection Plan Gaps: N/A

2. **What is the associated history of the item(s)?**  
The Burnhams were important members of the Champaign-Urbana community, especially noted for their charitable, philanthropic, and progressive endeavors, including the development of a hospital and women’s rights activism. In 2005, the Museum acquired the Mary Bruce Burnham wedding dress dating back to 1897. This dress was worn by generations of women in the Burnham family well into the 1900s. This acquisition would include the veil to the wedding dress, and several images of woman wearing the dress and veil.
3. **How might this item(s) be used in the museum?** Exhibit, research, preservation.
4. **Does this item(s) duplicate artifacts already existing in the collections?** No.

5. **What are the provenance, title, and potential legal encumbrances of this item(s)?** Donation free of encumbrances.
6. **What is the physical condition of this item(s)?** Good.
7. **Can proper care and storage be given to this item(s)?** Yes.
8. **If appropriate, can the item(s) be properly displayed?** Yes.
9. **Will the Department incur substantial costs by accepting this item(s)?** No.
10. **Is this item(s) encumbered by its nature, being obscene, defamatory, or potentially an invasion of privacy?** No.
11. **Does this item(s) have any ceremonial or spiritual concerns or considerations? Is this offer affected in any way by The North American Graves Protection and Repatriation Act?** No

**MEMORANDUM**

To: Board of Commissioners  
From: Barb Garvey, Director; Mark Hanson, Curator; Jennifer Grove, Registrar  
and the Museum Advisory Committee  
Re: Request to Deaccession Collections

**Action Requested**

The Museum Advisory Committee recommends the Board of Commissioners approve the request to deaccession the items in the Bechtol Collection listed below from the permanent collection.

**Background**

The primary mechanisms for disposal are transfer and witnessed destruction.

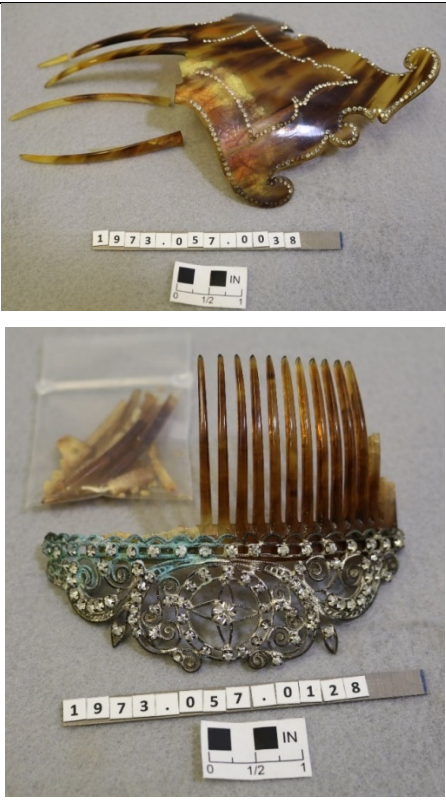
Priority is given to transferring items, through gift or exchange, to another tax-exempt public institution, a public educational institution, or a private non-profit institution where they can remain in the public trust.

When transferring items is impractical because of poor condition or health and safety hazards, deaccessioned items may be destroyed. Items designated for destruction may not be given away or sold, and destruction must be witnessed.

**Hazel Bechtol Collection      Sample Photos**

30 Decorative Combs	Sample Photos
1973.057.0015 1973.057.0031 1973.057.0035 1973.057.0038 1973.057.0039 1973.057.0052 1973.057.0056 1973.057.0079 1973.057.0080 1973.057.0086 1973.057.0091 1973.057.0092 1973.057.0103 1973.057.0113 1973.057.0114 1973.057.0117 1973.057.0123 1973.057.0126 1973.057.0128 1973.057.0137 1973.057.0148	



<p>1973.057.0156</p> <p>1973.057.0160</p> <p>1973.057.0166</p> <p>1973.057.0167</p> <p>1973.057.0169</p> <p>1973.057.0178</p> <p>1973.057.0187</p> <p>1973.057.0201</p> <p>1973.057.0202</p>	
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### General Criteria for Potential Deaccession

**1. Is the item relevant to the Department’s mission?**

Yes. These combs provide example of type of decorative combs that would have been worn by women in this area during the late 1800s and early 1900s.

**2. Can the item be preserved properly?**

No. The combs are made of early plastics that are very unstable. Once the plastic begins to break down it will continue to do so. The plastic in the combs has degraded so much that many of the combs are crumbling into pieces. No conservation actions can be taken at this time.

**3. Has the item deteriorated beyond usefulness?**

Yes. The combs are damaged and broken beyond repair.

**4. Does the item have a foreseeable use?**

No. There is no use for these combs in the collection, but could be useful for conservation training.

**5. Does the item improve or strengthen the collection?**

No. We have approximately 180 additional decorative combs in the permanent collection.

**6. Is the item hazardous to people or other collections?**

Yes. Many of the plastics found in these combs release gases that accelerate plastic degradation and cause corrosion of metal.

**7. Is there any other information the board should take into consideration for this item?**

The other combs in the collection have recently been rehoused in open air trays lined with polyester fiberfill that supports each unique comb and allows air circulation.

The Spurlock Museum has expressed interest in these combs as educational examples of material types, plastic degradation, and the effects of inadequate storage.



January 9, 2020

**MEMORANDUM**

To: Board of Commissioners  
From: John Baker, Business and Finance Director  
Re: Electricity Supplier for Lake of the Woods and River Bend, 2020-2022

**Action Requested**

Staff requests the Board of Commissioners approval of Constellation Energy as District electric supplier for Lake of the Woods and River Bend Forest Preserves

**Background**

In March 2007 the Board of Commissioners approved the District’s entry into an electric cooperative with the Champaign County Chamber of Commerce to supply electricity at Lake of the Woods and River Bend. (Eastern Illini Electric supplies all other District facilities.) Over time staff recognized that better electricity pricing could be obtained with an independent energy broker, but had to wait until existing contracts expired, which occurred at the end of December 2019.

Last fall staff reviewed four electricity brokers: CQI Associates, GoldStar, Vanguard, and Gulf Plains Energy prior to obtaining supplier quotes. CQI came highly recommended by Champaign Park District purchasing employees based on several years’ work experience with Brian McLemore of that company. The District sought electricity quotes with renewable energy sourcing instead of the current largely non-renewable electric supply.

CQI Associates reported the electric rates for 100% renewable electric supply from the vendors below. Pricing is based on 2019 estimated electric usage.

<b>Supplier</b>	<b>36 Month Rate</b>	<b>Annual kWh</b>	<b>Annual Cost</b>
Constellation Energy	0.04786	332,687	\$15,922
Homefield Energy	0.04792	332,687	\$15,942
AEP Energy	0.04796	332,687	\$15,956
Mid-American Energy	0.04798	332,687	\$15,962

**Funding Source**

2020 Lake of the Woods/River Bend Electric Budgets	\$56,170
Less Ameren Electric Distribution* Costs	(\$35,000)
Constellation Energy Annual Estimated Electric Supply	(\$15,922)
Total Savings	\$ 5,248

\*Note: Ameren Illinois is the electric distributor for the Lake of the Woods and River Bend electric supply.