

Journal of Proceedings
REGULAR MEETING – BOARD OF COMMISSIONERS
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT
Thursday, July 19, 2018
Activity Center, Middle Fork River Forest Preserve, Penfield, Illinois

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting, Thursday, July 19, 2018 at the Activity Center, Middle Fork River Forest Preserve, Penfield, Illinois. Commissioner Kerins called the Regular Meeting to order at 6:06 p.m. Commissioner Herakovich called the roll. The following Commissioners were present: Goodman, Hays, Herakovich, Kerins, and Livesay.

REMOTE ATTENDANCE – None

PUBLIC COMMENT –

Beth Chato, representing the Champaign County Audubon Society, gave a verbal report of the 2017 District Bird Count. Ms. Chato reported bird counts for all preserves and presented the Board with a copy of the report. Commissioners thanked Ms. Chato for her work and the efforts of the local Audubon Society in tracking and reporting bird species sighted at the preserves each year.

AGENDA MODIFICATION

Commissioner Herakovich moved to modify the agenda to place item **XIV.D. 2017 District Audit** after item **V. Selection of Officers**. Commissioner Hays seconded. A voice vote was taken. Motion carried.

OATH OF REAPPOINTED COMMISSIONER SARAH LIVESAY

Commissioner Sarah Livesay was sworn in for her second term as a commissioner of the Champaign County Forest Preserve District.

SELECTION OF OFFICERS

Commissioner Herakovich moved Commissioner Livesay occupy the office of President and Commissioner Goodman that of Vice-President from July 2018 through June 2019. Goodman seconded. A voice vote was taken. Motion carried. Commissioner Herakovich moved Commissioner Hays continue as Treasurer, Commissioner Herakovich as Assistant Secretary/Treasurer and Commissioner Kerins as Secretary from July 2018 through June 2019. Hays seconded. A voice vote was taken. Motion carried. At this point Livesay assumed the gavel as president.

NEW BUSINESS

D. 2017 District Audit

Chad Lucas with Sikich gave an overview of the District's 2017 audit that was included in the Board packet. Mr. Lucas also thanked District finance staff for their help on the audit. Commissioners thanked Mr. Lucas for attending the meeting and presenting the audit results.

Commissioner Kerins moved the Board accept the 2017 District audit report. Herakovich seconded. A voice vote was taken. Motion carried.

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COMMISSIONER APPOINTMENTS TO COMMITTEES

Commissioner Herakovich moved the following Committee Appointments: Livesay, Forest Preserve Friends Foundation; Herakovich, Compensation Committee; and

Hays, Citizen Advisory Committee. Herakovich also made a motion to add Commissioners Goodman and Herakovich to the Community Engagement Team, with Commissioner Livesay serving as an alternate if one cannot attend a meeting. Hays seconded. A voice vote was taken. Motion carried.

APPROVAL OF CONSENT AGENDA

- A. Minutes of Special Meeting on June 21, 2018
- B. Minutes of Regular Meeting on June 21, 2018
- C. Monthly Staff Reports

Commissioner Kerins moved approval of the consent agenda. Goodman seconded. A voice vote was taken. Motion carried.

FOREST PRESERVE FRIENDS FOUNDATION – Commissioner Livesay noted Chad Lucas, with Sikich, had shared information about the 2017 Foundation audit at the last meeting. Livesay also indicated that the Foundation is looking to add new members, as current member Terry Rathgeber is retiring. The Foundation discussed the upcoming Vanishing Act Exhibit opening that will be held in the botanical garden. Livesay stated that Foundation members requested that the District give preference to local businesses when selecting the next firm that will handle District and Foundation audit responsibilities. Herakovich asked staff to verify that statute would allow for that provision.

CITIZEN ADVISORY COMMITTEE – Commissioner Hays noted the group did not meet this month, but members have been representing the District at local events.

COMMISSIONER COMMENTS

Commissioner Herakovich thanked Homer Lake staff for supplying the dinner at last month's meeting. She was happy to hear that the Urbana Park District and Carle Foundation Hospital are working toward a trail connection to the KRT, and that staff are looking into smart phone apps for trails.

Commissioner Goodman thanked staff and the Freedom Fest Committee for their work on another great 4th of July event, and also thanked John Baker and his staff for their work on the District audit.

Commissioner Hays thanked Elizabeth Kirby for her natural area restoration work at Sangamon River Forest Preserve, and asked if the GIS intern doing trail mapping could also do waterway mapping. Hays commended the S.T.A.R assessment research being done on District farmland.

Commissioner Kerins thanked all staff for their hard work and also noted appreciation to the

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Urbana Park District and Carle for working toward connecting the KRT with Urbana. Kerins also noted upcoming bond cycles and asked about the District's future plans to use bond financing to cover large capital projects.

Commissioner Livesay commended garden staff for their new features at the garden, and asked about the RFQ for wayfinding signage that was mentioned in the staff report. Staff noted it was for KRT signage.

EXECUTIVE DIRECTOR REPORT

- A. **Announcements** – Executive Director Wuellner thanked Middle Fork staff for hosting the meeting, and the appearance of the preserve. She commended Finance staff for their work on the audit and thanked Beth Chato for the bird survey work she and the other volunteers do for the District.

DISCUSSION ITEMS

- A. **Revenue, Expenses, and Fund Balance Projections**
District Finance Director, John Baker, gave an overview of District revenue, expenses, and fund balance projections. Commissioners thanked Mr. Baker for his presentation.
- B. **2018 Capital Projects Update**
District Executive Director, Mary Ellen Wuellner, gave an overview of the document that was in the Board packet. Commissioners noted their appreciation for the timely update on the current year's projects.
- C. **Farm Lease with Forest Preserve Friends Foundation**
Executive Director, Mary Ellen Wuellner, gave an overview of the information that was included in the Board packet. Commissioners asked if future grants might be impacted if this type of arrangement was made. Livesay expressed concern about the amount of tracking and billing that may need to be done under this arrangement. Staff noted they would review the requirements and address the Board's concerns when and if it is brought back for approval.

OLD BUSINESS - None

NEW BUSINESS

- A. **Disbursements for Approval**

Commissioner Hays moved the Board approve the payment of \$178,218.37 in accounts payable disbursements dated June 22, 2018 through July 19, 2018. 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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B. June Treasurer's Report

Commissioner Hays moved approval of the May Treasurer's report. Kerins seconded. A voice vote was taken. Motion carried.

C. Resolution 2018-12 Longevity Bonus Policy

Commissioner Herakovich moved the Board approve Resolution 2018-12 to add Personnel Policy 2-9: Longevity Bonus to Section 2 of the District Personnel Policy. Kerins seconded. Herakovich noted thanks to the Compensation Committee for its work on this policy. A roll call vote was taken. The following commissioners voted "yes": Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

E. Request to Acquire Collections

Commissioner Hays moved the Board approve the request to acquire items listed in the memo (Dalrymple, Rayburn, and Schmale offers) for the inclusion in the Museum's Permanent Collection. Goodman seconded. A voice vote was taken. Motion carried.

EXECUTIVE SESSION - None

MEETING ADJOURNMENT

Commissioner Kerins moved adjournment of the Regular Meeting at 7:58 pm. Goodman seconded. A roll call vote was taken. The following commissioners voted "yes": Goodman, Hays, Herakovich, Kerins and Livesay. Motion carried.

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