

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

Thursday, November 12, 2015

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 Special Meeting, Thursday, November 12, 2015 at the Education Classroom, Museum of the Grand Prairie, Lake of the Woods Forest Preserve, Mahomet, Illinois. Commissioner White called the Special Meeting to order at 4:59 p.m. Commissioner Livesay called the roll. Roll was taken with the following commissioners present: Herakovich, Kerins, Livesay and White. Commissioner Hult arrived at 5:55 p.m.

**REMOTE ATTENDANCE** – None

**PUBLIC COMMENT** – None

**COMMISSIONERS REMARKS AND/OR INPUT** - None

**OLD BUSINESS**

- A. **PLANNING CONFERENCE CALL WITH PAUL HANLEY** - A video conference with Paul Hanley took place. The title of the presentation was: 4 Steps to Victory.
  
- B. **ROUND TABLE DISCUSSION WITH RUTH WENE** – Ruth Wene, past CCFPD Commissioner, shared information with current commissioners on a 2008 District campaign.

**NEW BUSINESS** - None

**MEETING ADJOURNMENT**

Commissioner Livesay moved adjournment of the Special Meeting at 6:04 p.m. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

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Sarah Livesay, Secretary  
Board of Commissioners  
Champaign County Forest Preserve District

Journal of Proceedings  
STUDY SESSION – BOARD OF COMMISSIONERS  
AND FOREST PRESERVE FRIENDS FOUNDATION  
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT

Thursday, November 12, 2015

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 Study Session, Thursday, November 12, 2015 at the Education Classroom, Museum of the Grand Prairie, Lake of the Woods Forest Preserve, Mahomet, Illinois. Commissioner White called the Study Session to order at 6:12 p.m. Commissioner Livesay called the roll. Roll was taken with the following commissioners present: Herakovich, Hult, Kerins, Livesay and White. Forest Preserve Friends Foundation members present: Bob Espeseth, Roger Larmaee, Dan Noel, Dan Olson, Terry Rathgeber, Will Timmons, Mary Ellen Wuellner. Other District Staff in attendance: John Baker, Mary Beck, and Barbara Garvey.

**REMOTE ATTENDANCE** – None

**PUBLIC COMMENT** - None

**COMMISSIONERS' REMARKS AND/OR INPUT**

**OLD BUSINESS** - None

**NEW BUSINESS**

**A. Overview of the Forest Preserve Friends Foundation**

FPPF President, Dan Noel gave an overview of the FPPF involvement over the past year, including; donations amounts brought in, Concerts in the Gardens, River to Rail Ride, Clean Energy Grant, Illinois Bike Summit, Nature's Appeal, Giving Tuesday, Trail Towns Workshop and the St. Joseph Festival.

In regard to the Clean Energy Grant, it was suggested that the group contact the Fisher Village Board about possibly updating them at their December meeting about the granting possibility at Sangamon River Forest Preserve. And in regard to the recent ITEP funds, it was also noted Senator Durbin should be contacted to update him on phase I of the Kickapoo Rail Trail and to help with ITEP funding for the second phase.

**B. FPPF FY 2016 Budget**

District Finance Director, John Baker gave an overview of the FPPF 2016 Budget. Baker noted a budgeted amount for an audit would be included in the budget, as with gift giving over \$300,000 it would be federally mandated, and that amount is getting close to being achieved.

**C. Fundraising Possibilities during Water/Ways Exhibit**

District Museum and Education Director, Barbara Garvey gave an overview of the Water/Ways Exhibit information and listed a few of the suggestions for promoting the exhibit, and asked for other ideas to be forwarded to her. A few suggestions from the group included the Asian Carp issue and the Great Lakes, as it is largest fresh water lake system in the world.

**D. 2016 Goals FPPF**

Will Timmons stated that from the time he started with the District in 2011, the number of donors has increased substantially. Timmons also suggested the District include on the District budget, a funding line for the Botanical Gardens, as granting for that amount is unlikely. A suggestion was given for possibly having a surcharge or amount of garden wedding income be put towards the gardens budget.

**MEETING ADJOURNMENT**

Commissioner Kerins moved adjournment of the Study Session at 6:56 p.m. Commissioner Hult seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

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Sarah Livesay, Secretary  
Board of Commissioners  
Champaign County Forest Preserve District

Journal of Proceedings  
PUBLIC HEARING – BOARD OF COMMISSIONERS  
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT

Thursday, November 12, 2015

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 Public Hearing, Thursday, November 12, 2015 at the Education Classroom, Museum of the Grand Prairie, Lake of the Woods Forest Preserve, Mahomet, Illinois. Commissioner White called the Public Hearing to order at 7:00 p.m. Commissioner Livesay called the roll. Roll was taken with the following commissioners present: Herakovich, Hult, Kerins, Livesay and White.

**RECEIVE PUBLIC COMMENTS ON THE TENTATIVE TAX LEVY ORDINANCE #15-3 OF THE CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT IN THE COUNTY OF CHAMPAIGN, OF THE STATE OF ILLINOIS, FOR THE 2015 TAXES DUE IN 2016.** – No public in attendance.

**MEETING ADJOURNMENT**

Commissioner Kerins moved adjournment of the Public Hearing at 7:04 p.m. Commissioner Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

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Sarah Livesay, Secretary  
Board of Commissioners  
Champaign County Forest Preserve District

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

Thursday, November 12, 2015

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, Thursday, November 12, 2015 at the Education Classroom, Museum of the Grand Prairie, Lake of the Woods Forest Preserve, Mahomet, Illinois. Commissioner White called the Regular Meeting to order at 7:06 p.m. Commissioner Livesay called the roll. Roll was taken with the following commissioners present: Herakovich, Hult, Kerins, Livesay and White.

**REMOTE ATTENDANCE** – None

**AGENDA MODIFICATIONS** – It was asked that under the Secretary Report, that all four of the meeting minutes be approved under one motion. Commissioner Herakovich moved approval of the agenda with said modifications. Commissioner Hult seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**PUBLIC COMMENT** - None

**SECRETARY REPORT**

Commissioner Herakovich moved approval of the Study Session Minutes of October 5, 2015, Regular Meeting Minutes and the Executive Session Minutes of October 15, 2015 and Study Session Minutes of October 27, 2015. Commissioner Hult seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**DISBURSEMENT REPORT**

Commissioner Kerins moved that the Board approve payment of \$131,655.37 in accounts payable disbursements dated October 16, 2015 through November 12, 2015. Commissioner Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**TREASURER’S REPORT**

Commissioner Herakovich moved acceptance of the October 2015 Treasurer’s Report. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**COMMISSIONERS’ REMARKS AND/OR INPUT**

Commissioners commended staff on the ‘Trail Towns and Tourism along the Kickapoo Rail Trail Workshop’ and the recent painting of trash cans and guardrails at Lake of the Woods.

A. **Community Engagement Group** - No Discussion

**STAFF REPORTS**

A. **Staff Reports**

Commissioners commented on Kickapoo Rail Trail and asked staff to talk with adjacent landowners in person. Commissioners also requested reminders for KRT public meetings such as the Bike Summit, commented on the increase of farm income, and asked that the next Commissioners Retreat have a tour of some of the lesser known areas of the District. Commissioner Kerins moved acceptance of the October Staff Reports. Commissioner Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

Regular Meeting Minutes

- B. 2016 Budget Update** – Finance Director Baker gave an update on the 2016 budget. Commissioners commented on capital projects, specifically; the covered bridge roofing price, possible playground at Rotary Hill, and Botanical Garden funds. In regard to health care cost, it was noted the proposed plan for 2016 was a rich policy, and a review will be needed for 2017. Baker noted the HRA will be handled by Benefit Planning Consultants.

**FOREST PRESERVE FRIENDS FOUNDATION BOARD REPORT** – Meeting was held prior to Regular Board Meeting.

**CITIZEN’S ADVISORY COMMITTEE REPORT** – Did not meet this month

**OLD BUSINESS**

**A. Resolution #R-2015-15 Schedule of Regular Board Meetings**

Commissioner Herakovich moved approval of Resolution #R-2015-15, the Schedule of Regular Board Meetings, Study Sessions and Board Retreat January through December of 2016. Commissioner Livesay seconded. Commissioner White moved to amend the date of the April 21<sup>st</sup> Regular Meeting Date to April 28<sup>th</sup>. Commissioner Herakovich Seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried. Commissioner Herakovich noted earlier approval with said change, Commissioner Livesay agreed to said change. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**B. Final tax Levy**

Commissioner Hult moved the Board approve Ordinance #15-3, the Annual Tax Levy for 2015 Taxes due in 2016. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**NEW BUSINESS**

**A. Resolution #R-2015-16 Financial Structure and Responsibilities**

Commissioner Kerins moved the Board adopt the attached Resolution R-2015-16 – Financial Structure and Responsibilities. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**B. Resolution #R-2015-17 Financial Assistance and External Resources**

Commissioner Kerins moved the Board adopt the attached Resolution R-2015-17 – Financial Assistance and External Resources. Commissioner Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**C. Resolution #R-2015-18 KRT Construction Agreement Phase One**

Commissioner Herakovich moved the Board adopt Resolution #r-2015-18 approving a construction agreement for Phase One of the Kickapoo Rail Trail, from Main Street in Urbana to Main Street in St. Joseph, in an amount not to exceed \$2,640,000 This agreement will cover construction and construction engineering costs. Commissioner Hult seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**D. Ordinance 15-4 Tentative Appropriation Ordinance for 2016**

Commissioner Livesay moved the Board approve Ordinance 15-4 the Tentative 2016 Appropriation Ordinance. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**E. 2016 Compensation Policy**

Commissioner Herakovich moved the Board of Commissioners approve the proposed updated 2016 Compensation Policy, the proposed 2016 Pay Scale and the 2016 compensation pool of \$81,356. Employees whose salary currently exceeds their pay range maximum will receive a onetime 1.5% bonus based on their current salary. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**F. 2016 Health Insurance**

Commissioner Hult moved the Board approve the following 2016 benefits: 1. Health Alliance HMO 5000 for the District health insurance plan. 2. Lincoln Financial for dental insurance provider. 3. Benefit Planning Consultants for the Health Reimbursement Arrangement. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**G. IAPD Credentials Certificate**

Commissioner Herakovich moved the Board approve the attached Credentials Certificate designating a District representative to serve as a delegate to the Illinois Association of Park Districts Annual Business Meeting. Delegates are as follows: Delegate, Commissioner White, 1<sup>st</sup> Alternate Commissioner Kerins and 2<sup>nd</sup> Alternate, Executive Director Dan Olson. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**H. Website Redesign**

Commissioner Hult moved the Board award a website contract for redesigning the Champaign County Forest Preserves District’s current website in the amount of \$15,569 to Accuraty Solutions. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**I. Patient Protection and Affordable Care Act (PPACA) Measurement Period**

Commissioner Livesay moved the Board approve the measurement, administrative and stability periods for the PPACA – Patient Protection and Affordable Care Act Measurement Period. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**J. Programs, Rentals and Point of Sale Software Application**

Commissioner Herakovich moved the Board award a software contract for program registrations, facility rentals and Museum store point of sale system in the amount of \$14,420 to Active Network. Commissioner Kerins seconded. Finance Director Baker thanked all staff that were on this committee, and thanked staff member Angie Clayton for researching the companies and making the arrangements for the committee to see the products and talk with the representatives. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**K. Museum Deaccessions**

Commissioner Kerins moved the Board approve the listed items for deaccession from the museum’s permanent collection. In the case of multiple items, museum staff compared the relative conditions of the objects and chose to keep the artifact in each pair showing better overall condition. . Commissioner Hult seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**Regular Meeting Minutes**

**October 16, 2015**

**Page 4 of 4**

**L. Museum Accessions**

Commissioner Herakovich moved the Board accept the listed items for inclusion in the museum's permanent collection. Commissioner Kerins seconded. Commissioner White stated he is concerned that some of the pieces might not fit the mission of the District. A roll call vote was taken. The following commissioners voted "yes": Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**EXECUTIVE SESSION**

Commissioner Hult made a motion at 8:34 p.m. to convene into Executive Session under the Illinois Open Meetings Act, specifically section 2 (c) 5 for the purchase or lease of real property for the use of the public body, including meetings held for the purpose whether a particular parcel should be acquired. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted "yes": Herakovich, Hult, Kerins, Livesay and White. Motion carried.

Commissioner White closed the Executive Session at 9:10 p.m. and opened the Regular Meeting.

**NEW BUSINESS**

**a. Conservation/Restoration Agreement #1**

Commissioner Kerins moved the Board approve a memorandum of understanding with Hoopston Wind LLC regarding potential mitigation projects for Indian Bat and Northern Long Eared Bat subject to approved revisions as discussed in Executive Session and moved by President, Executive Director and Legal Counsel. Commissioner Hult seconded. A roll call vote was taken. The following commissioners voted "yes": Herakovich, Hult, Kerins, Livesay and White. Motion carried.

**b. Conservation/Restoration Agreement #2** – No Action

**MEETING ADJOURNMENT**

Commissioner Kerins moved adjournment of the Regular Meeting at 9:11 p.m. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted "yes": Herakovich, Hult, Kerins, Livesay and White. Motion carried.

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Sarah Livesay, Secretary  
Board of Commissioners  
Champaign County Forest Preserve District