

Journal of Proceedings  
REGULAR MEETING – BOARD OF COMMISSIONERS  
CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT  
Thursday, October 15, 2015 at 6:00 pm  
Golf Course Clubhouse, Lake of the Woods Forest Preserve,  
Mahomet, Illinois

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting, Thursday, October 15, 2015 at the Golf Course Clubhouse, Lake of the Woods Forest Preserve, Mahomet, Illinois. Commissioner White called the Regular Meeting to order at 6:06 p.m. Commissioner Hult called the roll. Roll was taken with the following commissioners present: Herakovich, Hult, Kerins, and White. Commissioner Livesay was absent with notice.

**REMOTE ATTENDANCE** – None

**AGENDA MODIFICATIONS** – It was asked that under the Secretary Report, that all 3 of the September 24, 2015 meeting minutes be moved as one approval. 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, and White. Motion carried.

**PUBLIC COMMENT** - None

**SECRETARY REPORT**

Commissioner Herakovich moved approval of the Study Session Minutes, Regular Meeting Minutes and the Executive Session Minutes of September 24, 2015. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

**DISBURSEMENT REPORT**

Commissioner Hult moved that the Board approve payment of \$114,016.59 in accounts payable disbursements dated September 25, 2015 through October 15, 2015. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

**TREASURER’S REPORT**

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

**COMMISSIONERS’ REMARKS AND/OR INPUT**

It was agreed to have Commissioner White contact Paul Hanley to arrange a phone conference. It was then agreed by Commissioners to set a new Special Board meeting at 5:00 pm on Nov. 12 for a conference call with Paul Hanley and ask a former Commissioner to come talk with the Board.

Commissioner White and possibly Commissioner Livesay will be able to attend the “Trail Towns and Tourism along the Kickapoo Rail Trail” Workshop.

**A. Community Engagement Group**

Director Olson suggested that Commissioners contact individuals about the Group. Commissioners agreed to send additional names to staff to be compiled into a list.

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### **STAFF REPORTS**

- A. Staff Reports** –Commissioners commented on the Hay Group’s Golf Study, suggested a thank you letter be sent to the Second Wind Running Club for its donations for trail signage at Buffalo Trace, commended staff for their work raising awareness of the Kickapoo Rail Trail, new museum exhibit, and the reporting of workshop attendance in the operations department report. Commissioners also asked staff to supply them with program attendance numbers, and also asked if traffic counters were in place. Staff noted the counters had been received, and they are waiting for installation supplies to arrive for installation.

Commissioner Hult moved acceptance of the September Staff Reports. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

- B. 2016 Budget Update** – Executive Director Olson commented that further updates had been made on every aspect of the budget, noting we are still waiting on numbers for health care and updated project numbers.

In regard to the proposed tax freeze, Finance Director Baker noted the effect of the freeze will not be felt until 2017 & 2018 tax years. Commissioner Herakovich again reminded Commissioners to talk with local legislators regarding the tax freeze and the effect it will have on the District.

### **FOREST PRESERVE FRIENDS FOUNDATION BOARD REPORT**

It was reported the River to Rail Ride totals are not in yet, as some checks are still coming in from the event. It was noted the number of riders were down this year compared to last, as the weather was not as good this year. It was also reported the Foundation will approve its 2016 budget at its December meeting. The Foundation will be meeting with the CCFPD Board at the November 12<sup>th</sup> Study Session.

### **CITIZENS ADVISORY COMMITTEE REPORT**

Commissioner Herakovich stated she attended her first meeting as Board Liaison with the group and commended Executive Director Olson and Marketing Coordinator Lisa Sprinkle for their roles of heading the committee. Commissioner Herakovich also commented that the group has a lot of potential to get things done for the District.

**OLD BUSINESS** - None

### **NEW BUSINESS**

- A. Ordinance 15-3 Annual Tentative Tax Levy**

Commissioner Hult moved the Board approve Ordinance #15-3, the Annual Tentative 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, and White. Motion carried.

- B. 2016 Proposed Golf User Fees**

Commissioner Herakovich moved the Board approve the 2016 Golf Fee schedule, the early sale of 2016 passes at 2014 rates with free golf cart pass for two and delegate to the executive Director authority for approving targeted golf discounts for marketing purposes. Commissioner Hult seconded. A roll call vote

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was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

### **C. Museum Deaccessions**

Commissioner Kerins moved the Board approve items for deaccession from the museum permanent collection. Commissioner Herakovich seconded. Museum and Education Director Garvey noted the items will be given to other state museums, as ethics dictate they cannot be traded or sold. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

### **D. Museum Accessions**

Commissioner Kerins moved the Board accept items for inclusion in the museum’s permanent collection. Commissioner Hult seconded. Commissioner White stated he is concerned that some of the pieces might not fit the mission of the District. Museum and Education Director Garvey stated the items fit the criteria as is laid out in the mission and interpretive plan and they fill a void in the collection. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

### **E. Resolution #R-2015-13 Golf Liability Removal**

Commissioner Herakovich moved the Board approve Resolution R-2015-13 Golf Liabilities Removal. Commissioner Kerins seconded. It was noted with snack bar renovations and marketing, 2015 should show a reduced loss. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

### **F. Resolution #R-2015-14**

Commissioner Herakovich moved the Board approve Resolution #R-2015-14 Taxable Allowance Inclusion in Illinois Municipal Retirement Fund (IMRF) Earnings. Commissioner Kerins seconded. It was noted this is a requirement of IMRF. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

### **G. Resolution #R-2015-11**

Commissioner Herakovich moved the Board adopt Resolution R-2015-11 Purchasing Policy. Commissioner Kerins seconded. After discussion, Commissioner Hult moved to table. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

### **H. Resolution #R-2015-12**

Commissioner Kerins moved the Board adopt Resolution R-2015-12 Comprehensive Insurance Policy. Commissioner Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

### **I. Resolution #R-2015-15**

Commissioner Kerins moved to approve the Resolution R-2015-15, the Schedule of Regular Board Meetings, Study Sessions and Board Retreat January through December of 2016. Commissioner Hult seconded. After discussion, Commissioner Kerins moved to table. Commissioner Hult seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

### **J. Resolution #R-2015-16**

Commissioner Herakovich moved the Board adopt Resolution R-2015-16 Debt and Capital Assets Policy. Commissioner Kerins seconded. After discussion, Commissioner Kerins moved to table. Commissioner

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Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

### **K. Executive Director Job Description**

Commissioner Herakovich moved the Board approve and adopt the Executive Director Job Description. Commissioner Hult seconded. After Discussion, Commissioner Hult moved to table. Commissioner Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

### **L. Marketing Coordinator Job Description**

Commissioner Herakovich moved the Board approve and adopt the Marketing Coordinator Job Description. Commissioner Hult seconded. After Discussion, Commissioner Hult moved to table. Commissioner Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

### **M. FOIA Officer(s) Appointment**

Commissioner Hult moved the Board approve the positions of the Executive Director and the Marketing Coordinator as Freedom of Information Act Officers for the Champaign County Forest Preserve District and to appoint Daniel Olson and Lisa Sprinkle as Freedom of Information Act Officers. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

### **N. Fee Schedule for FOIA Requests**

Commissioner Herakovich moved the Board approve the following attached fee schedule for Freedom of Information Act requests. Commissioner Hult seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

## **EXECUTIVE SESSION**

Commissioner Hult made a motion at 7:25 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 and 2 (c) 6 for the setting of a price for sale or lease of property owned by the public body. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

Commissioner White closed the Executive Session at 8:03 p.m. and opened the Regular Meeting.

## **NEW BUSINESS**

- a. U of I Rowing Club Proposal** – Commissioner Herakovich moved the Board continue to support the use of Homer Lake by the U of I Rowing Club, but not offer land for building a facility. Commissioner Hult seconded. It was noted the Board did not feel it appropriate for such a facility to be built on District land. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

## **MEETING ADJOURNMENT**

Commissioner Kerins moved adjournment of the Regular Meeting at 8:04 p.m. Commissioner Hult seconded. A roll call vote was taken. The following commissioners voted “yes”: Herakovich, Hult, Kerins, and White. Motion carried.

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