



CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT
SPECIAL JOINT MEETING OF THE BOARD OF COMMISSIONERS
AND THE CITIZENS ADVISORY COMMITTEE
Thursday, March 16, 2023, at 6:00 pm, Champaign Public Library, 200 W
Green, Champaign, IL

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. 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. NEW BUSINESS
 - A. Direction for Citizen Advisory Committee (CAC)
- IV. ADJOURNMENT

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. PRESENTATION - Nature Center Feasibility Study Information
- V. APPROVAL OF CONSENT AGENDA (Items A through I)
 - A. Minutes of Special Meeting on February 16, 2023
 - B. Minutes of the Regular Meeting on February 16, 2023
 - C. Monthly Staff Reports
 - D. February Treasurers Report
 - E. Disbursements for Approval
 - F. Resolution 2023-04 Surplus Goods
 - G. Purchase of Vehicle – Middle Fork
 - H. Purchase of Vehicle – Lake of the Woods
 - I. Golf Course Irrigation Head Replacement
- VI. FOREST PRESERVE FRIENDS FOUNDATION REPORT
- VII. CITIZENS ADVISORY COMMITTEE REPORT
- VIII. COMMISSIONERS' REPORT
 - A. Commissioner Comments
- IX. STAFF REPORTS
 - A. Executive Director Announcements
 - B. 2023 Compensation Update: Ongoing Equity Analysis & Adjustments
- X. OLD BUSINESS
- XI. NEW BUSINESS
 - A. Position Revisions/New Part-Time Position
 - B. Freedom Fest Update
- XII. EXECUTIVE SESSION

A closed session for “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body,” as authorized by 5 ILCS 120/2(c)(1) and “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,” as authorized by 5 ILSC 120/2(c)(5).
- XIII. ADJOURNMENT

March 16, 2023

MEMORANDUM

To: Board of Commissioners
From: Bridgette Moen, Planning Director
Stacey Clementz, Youth Programs Manager
Re: Nature Center Planning

Background

Staff have been exploring options for the construction of a purpose-built nature center for many years. Action steps in the last decade include a 2015 visioning session with a consultant, the 2020 concept design process with an architect, the 2021 program workshop, and the 2022 County-wide Needs Assessment Survey. Staff have summarized the events and their results in the attached Nature Center Feasibility Study. With such a complex, resource intensive project, the process will inherently be iterative and require regular checkpoints to evaluate whether the goals of the project still align with the overall goals of the District. As a result, staff are presenting several potential scenarios as a part of this document.

Recommendation

At this time, staff are not requesting an action item. Staff are however, requesting direction on the scope of the project. In order to develop proposed timelines, identify the most competitive grants, and formulate a fundraising campaign, developing a target scope will be a critical step of the process. Although the 2020 concept design responded to much of the initial feedback provided, staff have concerns that identifying funding for a facility of that size (+/- 14,000sf) would be too large for our true needs and significantly slow the progress of moving forward. After considering program, patron, and staff needs, staff feel a medium-sized (+/-6,000sf) facility is more realistic from a funding, maintenance, upkeep, and staffing perspective.

Next steps include:

- Further evaluating potential sites and infrastructure needs
- Developing the fundraising strategy
- Crafting the overall public message campaign

Attachment: 2023 Nature Center Feasibility Study



Champaign County Forest Preserve District 2023 Nature Center Feasibility Study



Table of Contents

Introduction
 Visioning
 Concept Design
 Program Workshop
 Visitation Patterns
 Public Input and Needs Assessment
 Existing Facility
 Refining Concepts
 Recommendations

Plan prepared by CCFPD Staff:
 Lorrie Pearson, Executive Director
 Michael Daab, Deputy Executive Director
 Stacey Clementz, Youth Programs Manager
 Pat Cain, Public Programs Manager
 Mark Hanson, Curator of Collections & Exhibits
 Lisa Sprinkle, Marketing Manager
 Skylar Smith, Homer Lake Superintendent
 Ryan Anderson, Grants & Development Officer
 Sam Ihm, Planning Assistant
 Bridgette Moen, Planning Director

Introduction

The Homer Lake Interpretive Center (HLIC) opened to the public in 1974. The Interpretive Center is located in the Homer Lake Forest Preserve, originally known as the Salt Fork River Forest Preserve.

HLIC houses exhibits and provides space for scheduled programs, walk-in visitors, and staff work areas.

This document serves to summarize progress thus far in the development of a nature center, presents visitation and community demand data, reviews the challenges of the existing facility, and presents a few scenarios for moving forward.

Visioning

In 2015, the District contracted David Michael Moore, a group facilitator, to host a visioning session with the Museum and Education Department. The goals of that session were to identify unique themes for a future nature center, explore “out-of-the-box” ideas for the facility and its location, and to build consensus within the Department for the development.

The facilitator invited staff to share stories of Interpretive

Center patrons, requested information on current offerings at the Center, and asked what the future could look like for a new facility. The group developed a series of overarching themes and a building program “wish-list.”

During the workshop, the audience identified for the existing Interpretive Center was broad, including adults & seniors, families, and grade-school students.

2015 VISIONING SESSION INTERPRETIVE CENTER PRIMARY AUDIENCE:

ADULTS & SENIORS
FAMILIES
GRADE SCHOOL AGE CHILDREN



Figure 1. 2015 Visioning Board by David Michael Moore

Future opportunities with the development of the Kickapoo Rail Trail (KRT) nearby were identified as a way to broaden the audience beyond existing regular patrons.

Themes that emerged during the discussion included unique stories of the area: tallgrass prairie, the Salt Fork River, local history of the railroad and the development of Homer, history of the interurban rail line, sustainable agriculture, and Old Homer Park. These themes are not duplicated at nearby interpretive centers.

Architectural priorities from the session included LEED certification, bio-mimicry, biophilic design, bridging landscape and interior architecture, creating a sense of place, iconic structures/sculptures, easy access to outdoor program areas.

2015 VISIONING SESSION THEMES:

TALLGRASS PRAIRIE
SALT FORK RIVER
LOCAL RAIL HISTORY
DEVELOPMENT OF HOMER
INTERURBAN RAIL
SUSTAINABLE AGRICULTURE
OLD HOMER PARK



Concept Design

Following the visioning exercise with David Michael Moore, in 2020, consultant was hired to develop a concept building and landscape plan for the future Interpretive Center. A request for proposals was issued to select a design team to review existing stakeholder feedback, solicit new stakeholder feedback, evaluate potential sites for the new interpretive center and deliver a concept design with cost estimates.

After reviewing the qualifications submitted via proposal, Lake Flato, an architecture firm based in San Antonio, Texas and MKSK, a landscape architecture firm from Indianapolis, Indiana were selected to work with the District.

Lake Flato and MKSK facilitated a public meeting via Zoom on July 8th, 2020 and presented Homer Lake Forest Preserve history, solicited feedback on visitation patterns, gathering information on favorite features of Homer Lake Forest Preserve, and discussed green building practices. During the meeting, the group also discussed proposed options for siting the new facility. Four options were proposed, included near the existing Interpretive Center, the Walnut Hill area near the natural playscape, near the Salt Fork Center on the southern edge of the lake, and West Lake, near the north boat launch and Homer Lake Road access.

After studying several options, the proposed building siting was located west of the existing Interpretive Center, near the existing boat launch. The site selected has good views of the lake and is situated within a variety of natural area types, which is beneficial for interpretation. No new main roads were proposed, reducing infrastructure expenses. Parking was proposed in several pods along existing roads to reduce the impact both visually and environmentally of a single, large parking area. Outdoor classroom areas were proposed south of the proposed building with easy access to the lake and facility. A series of swales were designed to mitigate the stormwater runoff effects of the new building on



Figure 2. Lake Flato Concept Site Plan

the landscape. Naturalized landscape materials were proposed such as flagstone, boulders, black locust decking, and native plantings. The design concept for the building was based on one of the themes from the earlier visioning session, agricultural setting, and local vernacular barn architecture.

The proposed structure was 13,900sf with two primary “wings,” a 8,500sf north building, primarily designed for public access, and a 5,400sf south building, primarily designed for staff use and planned programming. Both of these zones were connected with an indoor hall. Building program areas included exhibit space, live animal storage,

live animal viewing areas, a staff garage, event space, bird viewing area, classrooms, offices, a kitchen, conference room, and staff flex space.

A cost estimate was developed by Fennessy Consulting Services in November 2020 based on the plans developed by Lake Flato and MKSK. The total project estimate was \$8,555,184, with \$6,286,934 for building construction and

2021 PROJECTED COSTS
BUILDING CONSTRUCTION: \$8,555,184
SITEWORK: \$2,268,250
FURNISHINGS (AVE): \$228,950
EXHIBITS (AVE): \$386,500

ESTIMATED TOTAL: \$11,438,884

\$2,268,250 for site work. This estimate does not include final design documents, which based on the construction estimate will likely range from \$770,000 to \$1,026,000. The estimate also does not include loose furnishings or exhibit planning and construction. Loose furnishings could range from \$166,000 to \$291,900 and exhibit costs could range from \$280,000 to \$493,000.

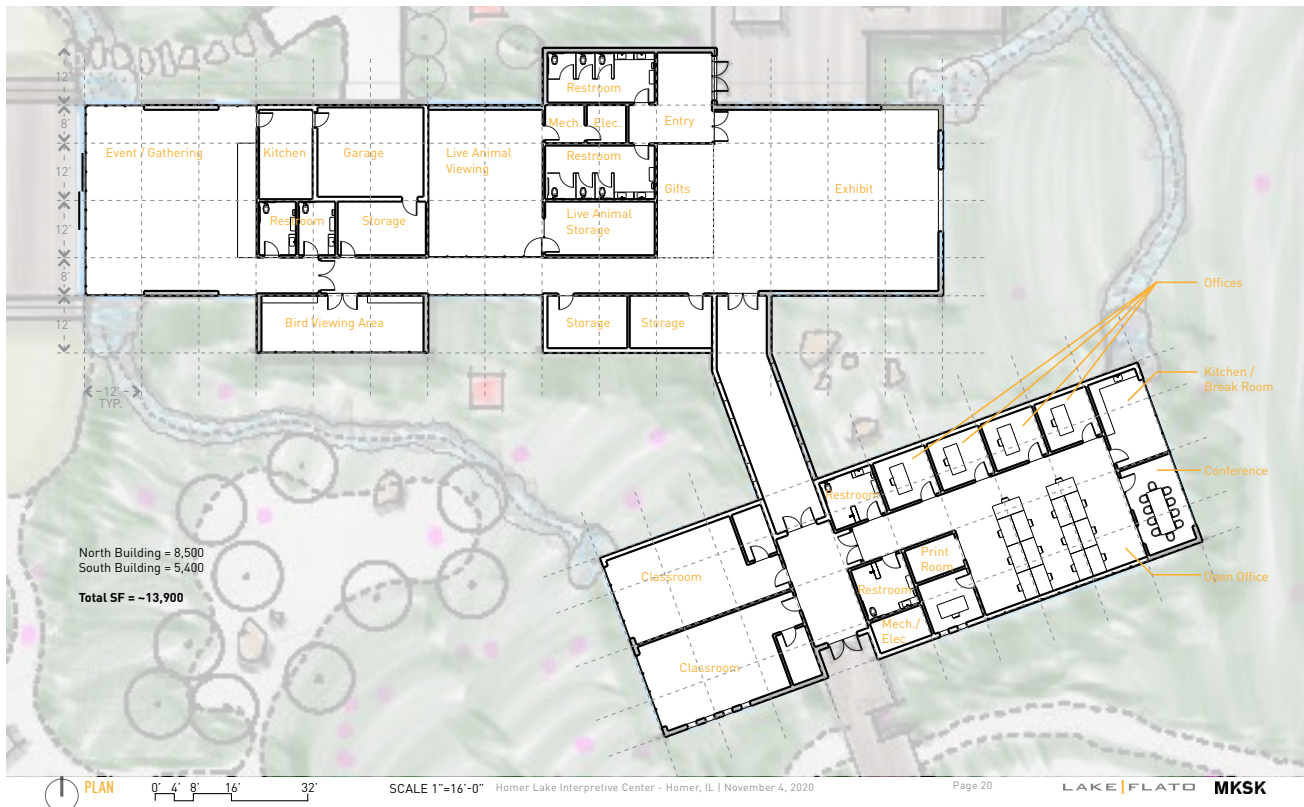


Figure 3. Lake Flato Concept Floor Plan



RENDERING

Homer Lake Interpretive Center - Homer, IL | November 4, 2020

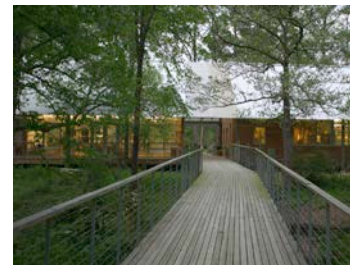
Page 25

LAKE | FLATO MKSK

Figure 4. Lake Flato Conceptual Rendering



Homer Lake Interpretive Center - Homer, IL | November 4, 2020



Page 18

LAKE | FLATO MKSK

BUILDING PRECEDENTS - MODERN

Figure 5. Lake Flato Precedent Images



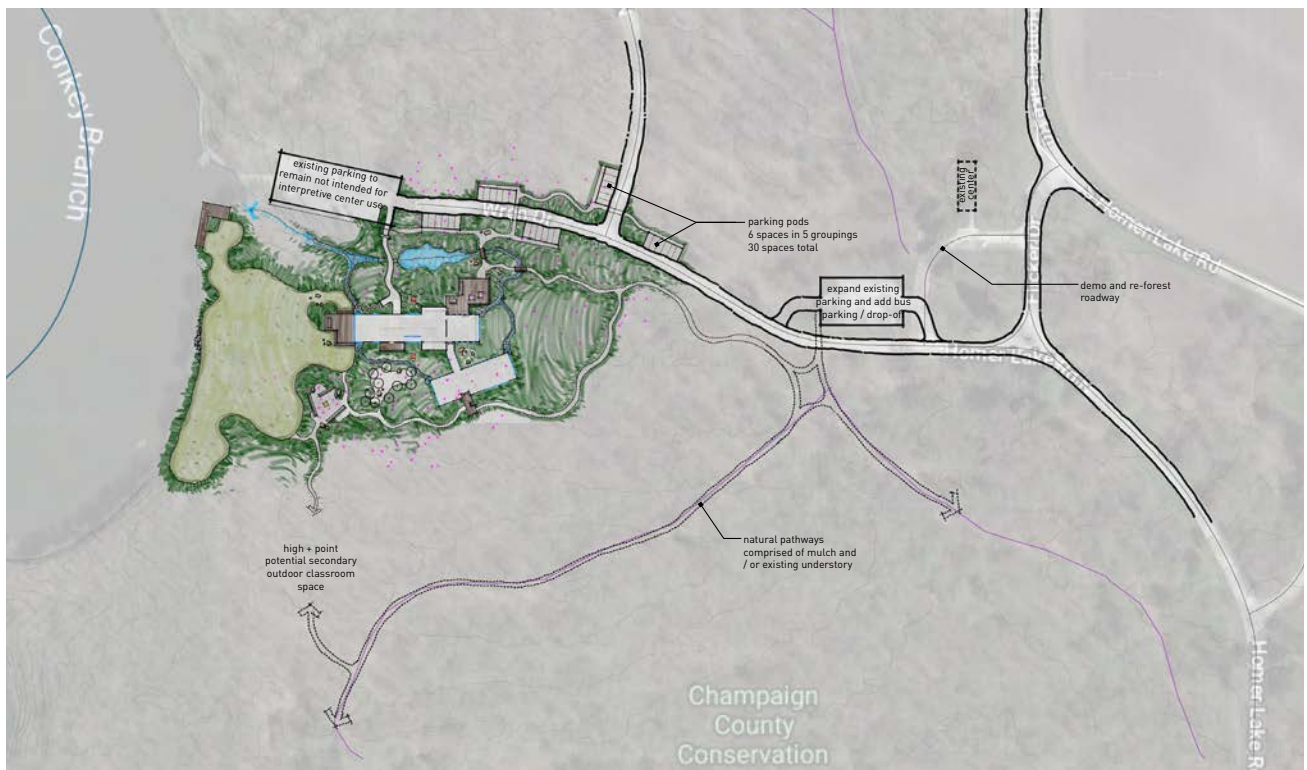
RENDERING

Homer Lake Interpretive Center - Homer, IL | November 4, 2020

Page 24

LAKE | FLATO MKSK

Figure 6. Lake Flato Conceptual Rendering



1 SITE PLAN

Homer Lake Interpretive Center - Homer, IL | November 4, 2020

Page 12

LAKE | FLATO MKSK

Figure 7. Lake Flato Concept Plan

Program Workshop

In order to refine the project program, staff from across several District departments met in October 2021 to identify why the District is building a nature center and to develop a succinct “why” statement. A “why” statement can help guide an organization through the planning and implementation process in a focused, meaningful manner. Staff structured the workshop using Simon Sinek’s *Find Your Why* and IDEO’s *Field Guide to Human-Centered Design* texts.

Although there has arguably been fatigue in “providing feedback” for the nature center, periodically centering on the motivation for a project can help ensure the group is moving in the same direction. Revisiting previously discussed project elements, can help verify decisions made and identify new project elements to be discussed (Figure 8).

There were staff attendees from the Museum & Education Department, Homer Lake Operations, Planning, Marketing, and Natural Resources. Including a variety of staff encouraged sharing diverse viewpoints and challenging perspectives.

During the workshop, staff were split into small groups, each with members from various departments, and share stories of how their proudest moments at CCFPD positively impacted the lives of others. After sharing and discussing stories,

staff coded the actions from the events shared and developed themes. From those themes, staff distilled two draft why statements by analyzing both the contribution to be made and the impact it will have. Following the workshop, a smaller group of staff met to finalize a single why statement. This statement strengthens the narrative for the project as we move forward. The workshop also helped to move the staff toward consensus on the scope of the project and differentiate wants vs. needs of staff.

THE HUMAN DIFFERENCE
**Share a specific story of when you
have felt most proud to work at
CCFPD.**

Why did this event leave such an
impact?

**How did this event contribute to
the lives of others?**

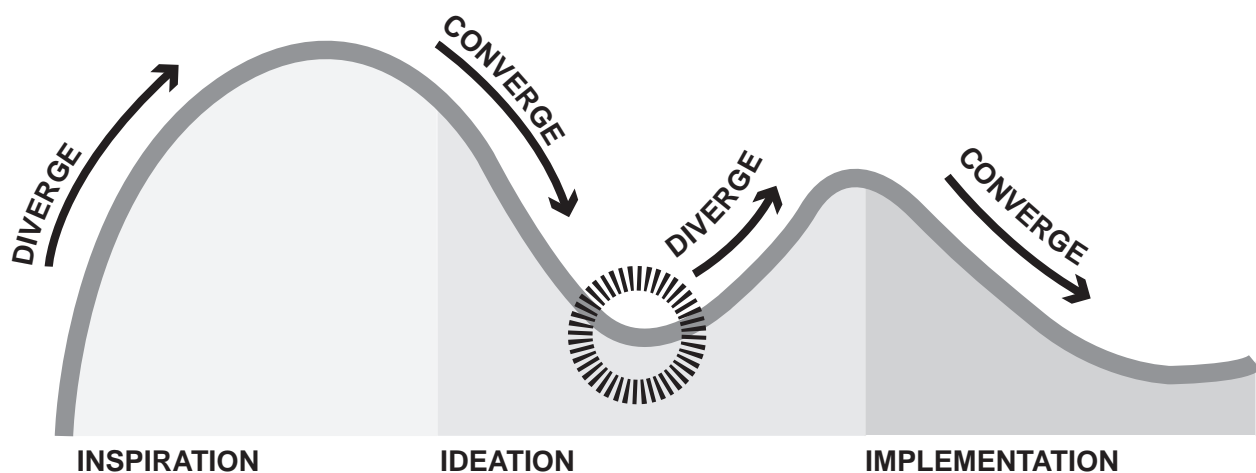
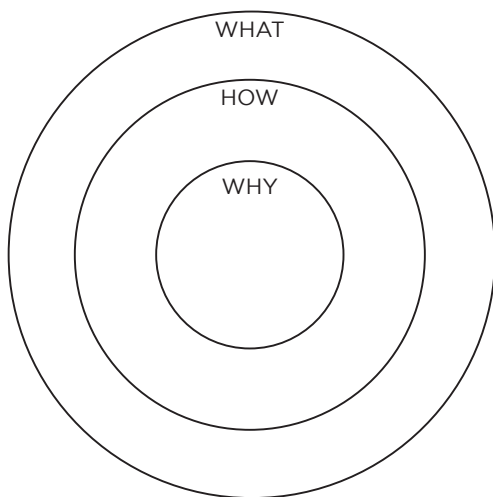


Figure 8. IDEO “Human-Centered Design” process diagram

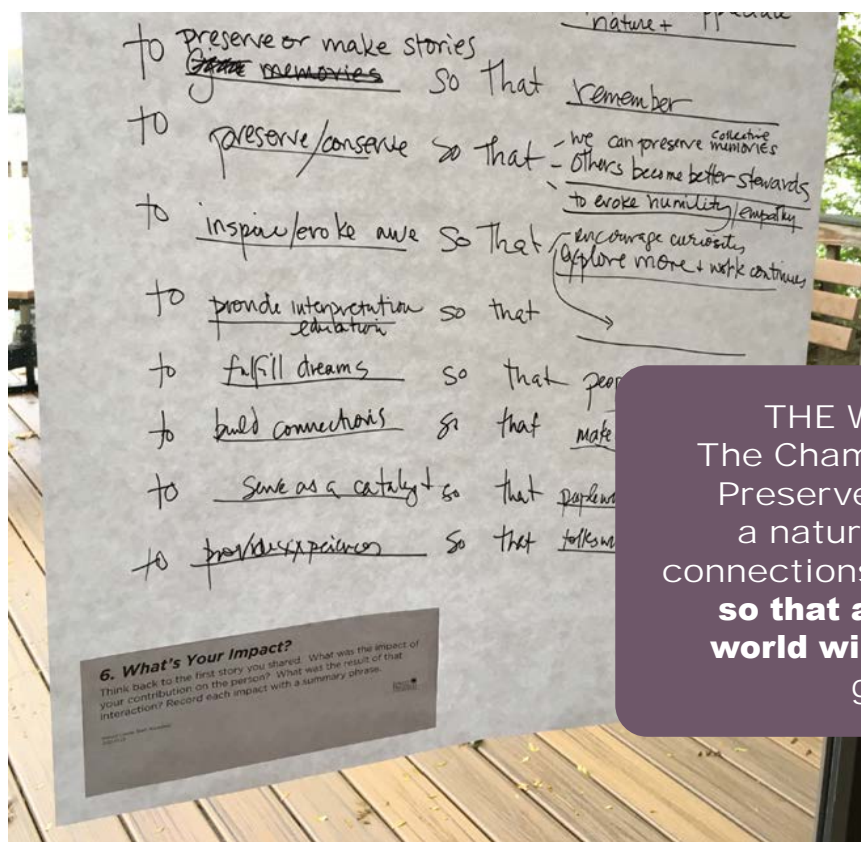


WHAT: The tangible products, services, and jobs we preform: interpretive programs, animal collections, leading school groups, existing Homer Lake Interpretive Center, Homer Lake Forest Preserve outdoor amenities, interpretive and maintenance staff, etc.

HOW: Our values, guiding principles, and actions: District Strategic Plan, Interpretive Plan, annual budgets, Board Meetings, staffing plans, etc.

WHY: Our collective purpose: The Champaign County Forest Preserve District is ...

Figure 9. Sinek et al. 2017 Find Your Why diagram



THE WHY STATEMENT
The Champaign County Forest Preserve District is building a nature center to inspire connections and create memories **so that a love of the natural world will be shared through generations.**

Figure 10. Image from staff exercise during programming workshop.

Visitation Patterns

The Homer Lake Interpretive Center staff track participation of program attendees (both onsite and offsite) and visitation to the Interpretive Center. Below are some general trends in visitation and program participation. Prior to the pandemic, participation and visitation grew considerably between 2009 and 2016, and plateaued from 2017 to 2019 (Figure 12).

On average, the Homer Lake Interpretive Center is open to the public 25 hours per week, with shorter hours in winter months and longer hours in the spring, summer, and fall (Figure 13). The Center is primarily open during the week. From April to October, the months the center is open on weekends, 14% of the hours open are

during weekend periods (Figure 14). When studying average visitation per hour by day from 2015-2019 from April to October, nearly one third of the visitation occurs during the weekend. Self reported visitation data from the 2014 and 2022 Needs Assessment Surveys are included in the

next section. It is worth noting that the relative number of respondents reporting visiting the HLIC in the 2022 survey is likely inflated slightly because roughly one-third of survey respondents who accessed the survey were on District mailing lists, suggesting a higher ratio of District supporters/patrons.

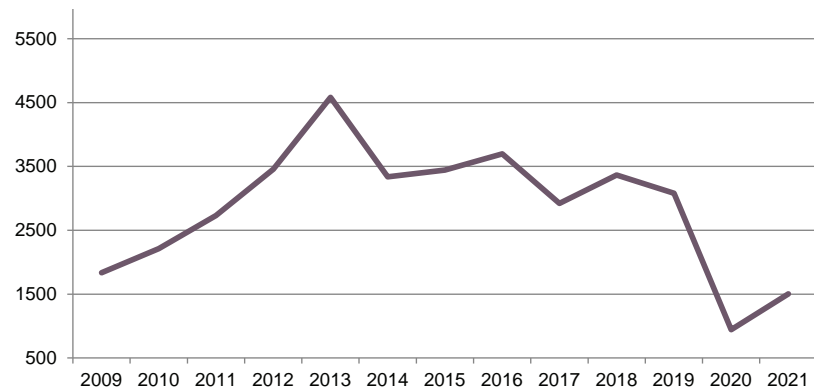


Figure 11. Homer Lake Interpretive Center Visitation from 2009 - 2021, excluding public and school program patrons

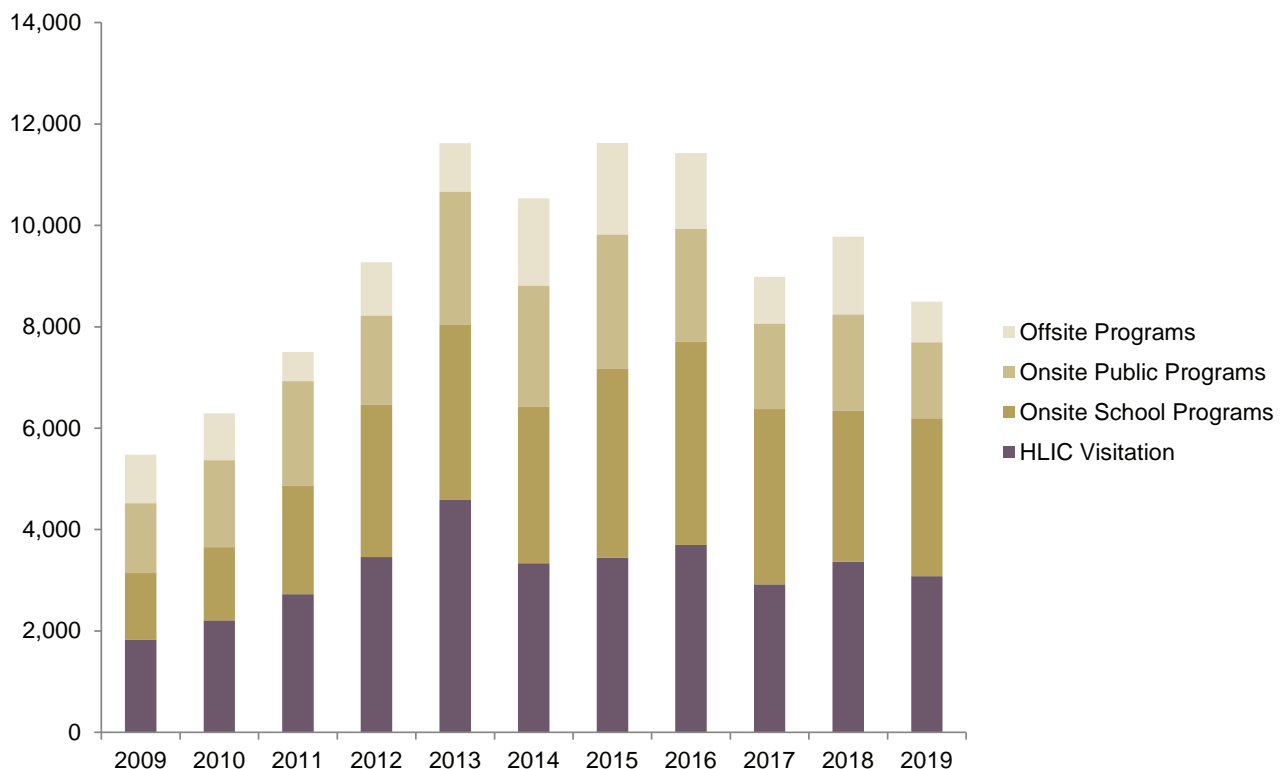


Figure 12. Homer Lake Interpretive Center Visitation by type from 2009 - 2019

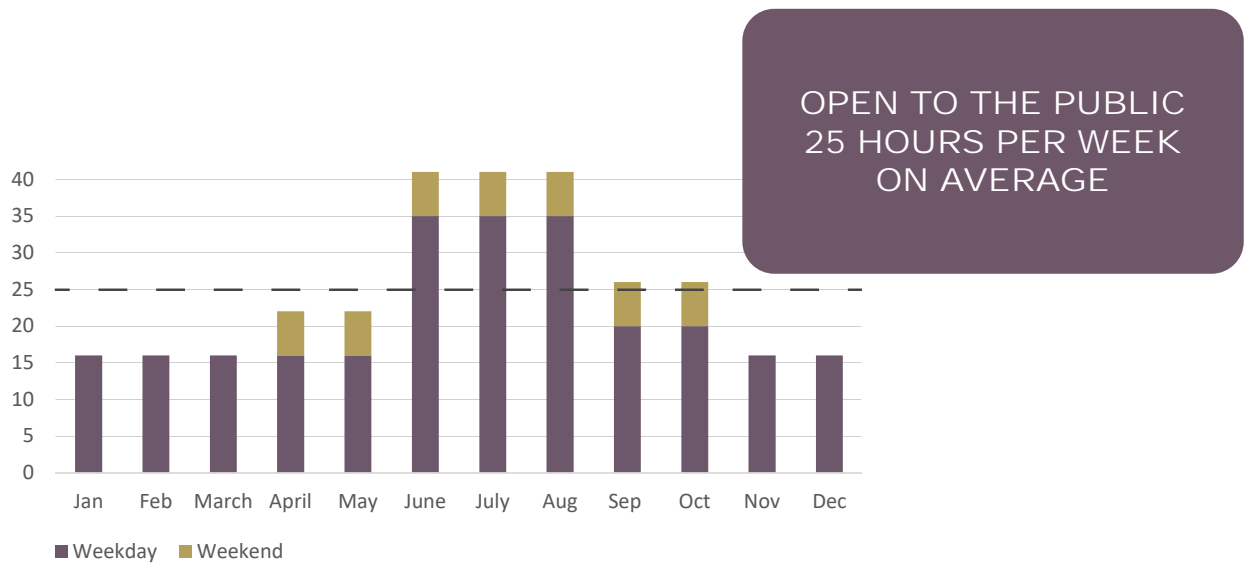


Figure 13. Total Hours Open to the Public Per Week by Month

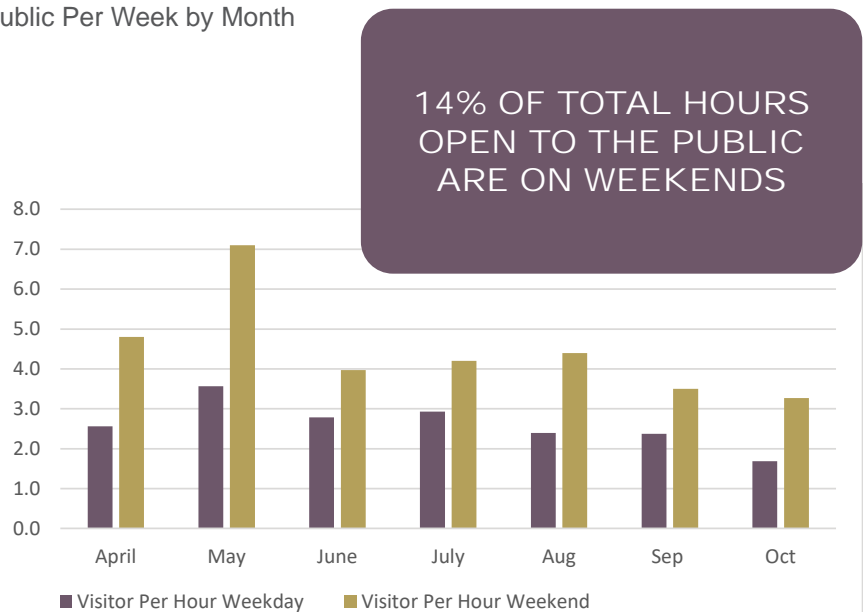


Figure 14. Average Hourly Visitors by Month and Time of Week (2015-2019)

32% OF AVERAGE
PUBLIC VISITATION
OCCURS ON WEEKENDS
FROM APRIL - OCTOBER



Public Input and Needs Assessment

Public input on the future nature center was solicited via a few methods: (1) 2014 County-wide Needs Assessment Survey, (2) Lake Flato conceptual planning public participation, (3) qualitative input gathering in tandem with the District-wide Comprehensive Plan, and (4) the 2022 County-wide Needs Assessment Survey.

In coordination with work on the District-wide Comprehensive Plan, staff solicited community feedback on the demand for a new nature center facility.

There was relatively high visitation among respondents of the 2014 survey to the Homer Lake Interpretive Center at 18%, compared to 28% at the Museum of the Grand Prairie (Figure 17). HLIC visitation increased to 28% in the 2022 survey, while the Museum of the Grand Prairie remained at 28% (Figure 16). As noted earlier, self-reported visitation in 2022 for District facilities in general is likely inflated.

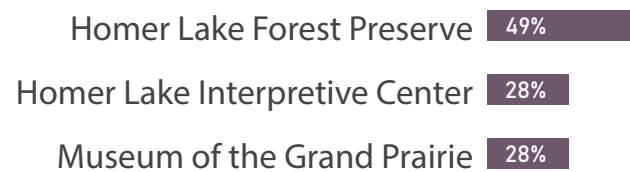


Figure 16. Facility Visitation General (2022 Needs Assessment)

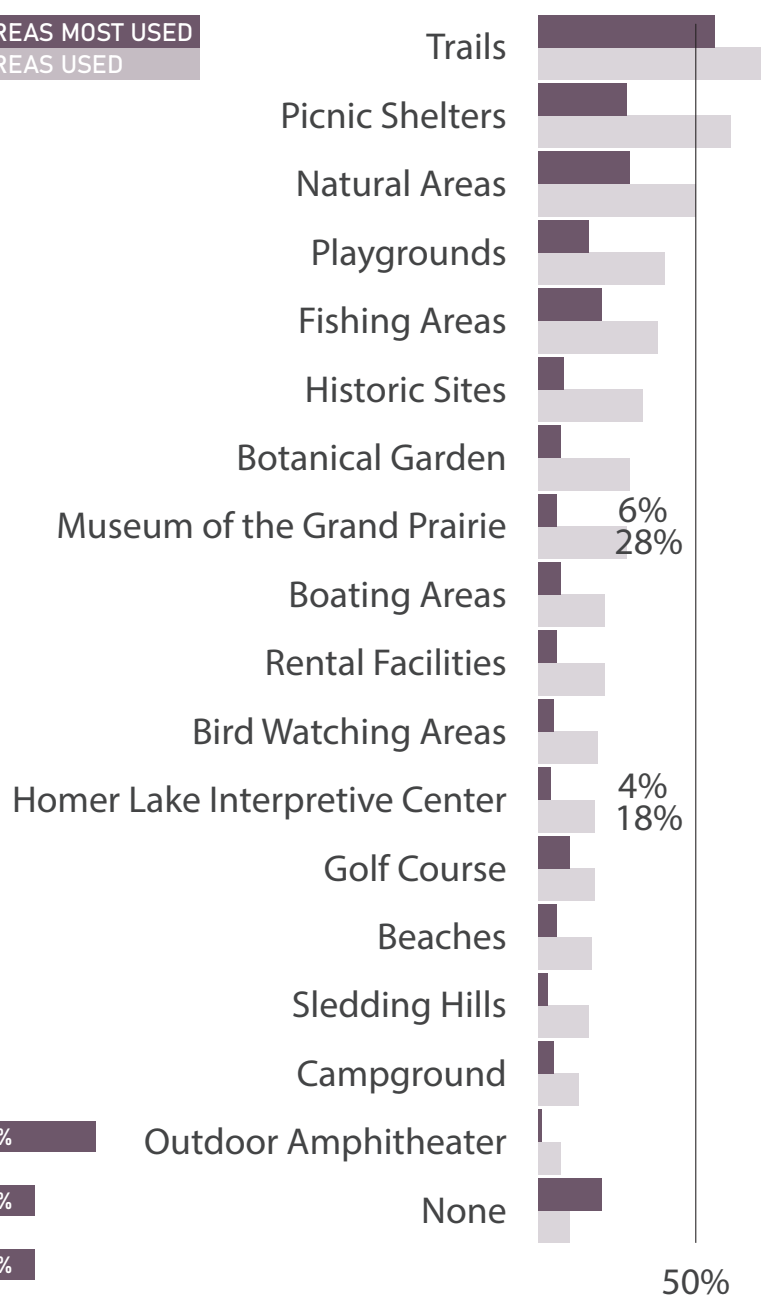


Figure 17. Facilities and Areas Used by Respondents (2014 Needs Assessment)



Figure 15. Frequency of Homer Lake Interpretive Center Visitation (2022 Needs Assessment)

Ratings of existing general environmental and cultural programming/spaces in both the 2014 and 2022 surveys was high. In 2014, most respondents felt their needs were met for “nature museums” and environmental/cultural educational programming (Figure 18). In 2022, nearly half of the respondents had participated in education

programming in the District. Of those users, most were completely or somewhat satisfied with the programs. A very small percentage were dissatisfied (Figure 19). Nearly 60% of 2022 respondents had visited exhibits in the District, and most were satisfied with them (Figure 19). When asked specifically about the HLIC, 2022 respondents

who identified as users were generally satisfied. Satisfaction ratings were highest for programming, but were still positive for exhibits, live animal viewing, staff interactions, and restroom facilities (Figure 20). Generally, survey respondents have expressed their satisfaction with existing environmental and cultural offerings.

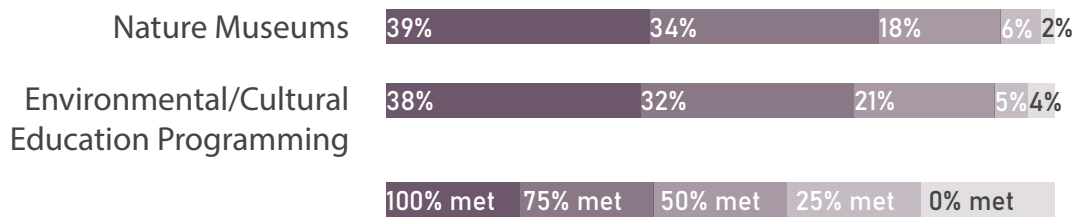


Figure 18. How Well Recreational Facilities and Areas Meet the Needs of Respondents (2014 Needs Assessment)

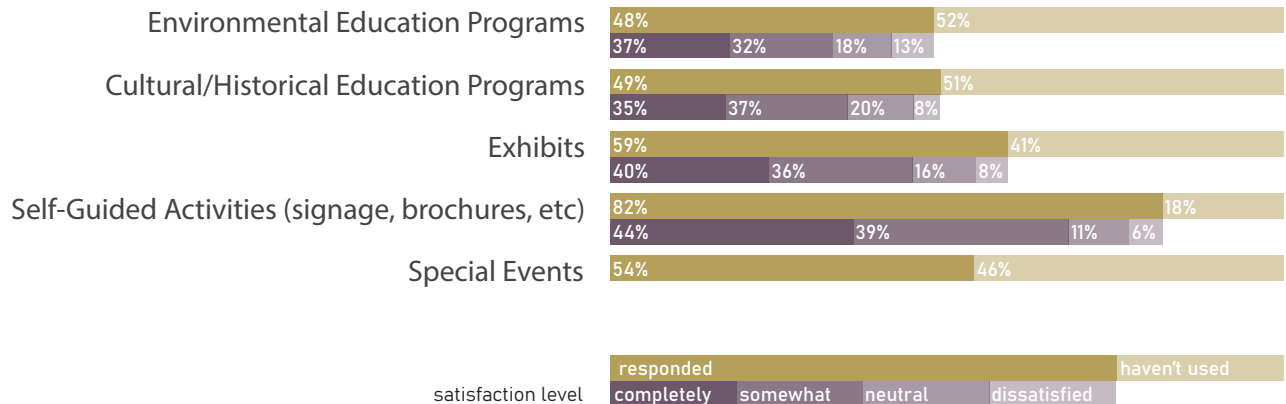


Figure 19. Satisfaction level of users for general District offerings (2022 Needs Assessment)

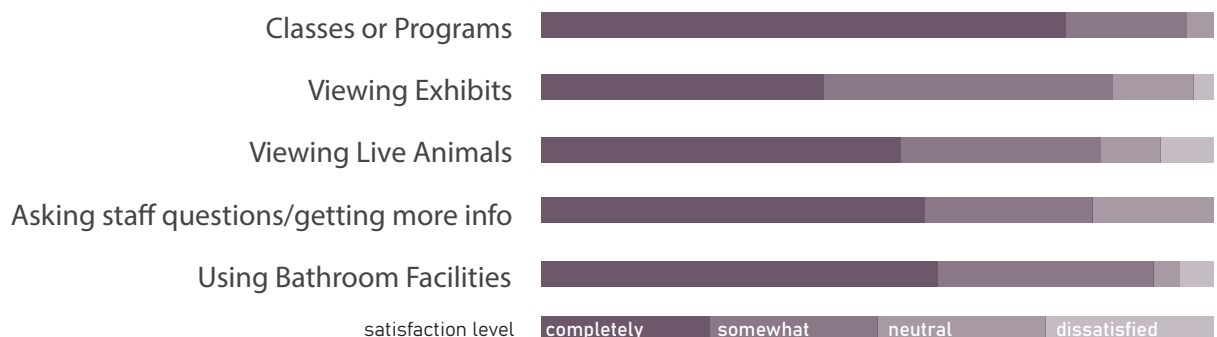


Figure 20. Satisfaction level of HLIC users (2022 Needs Assessment)

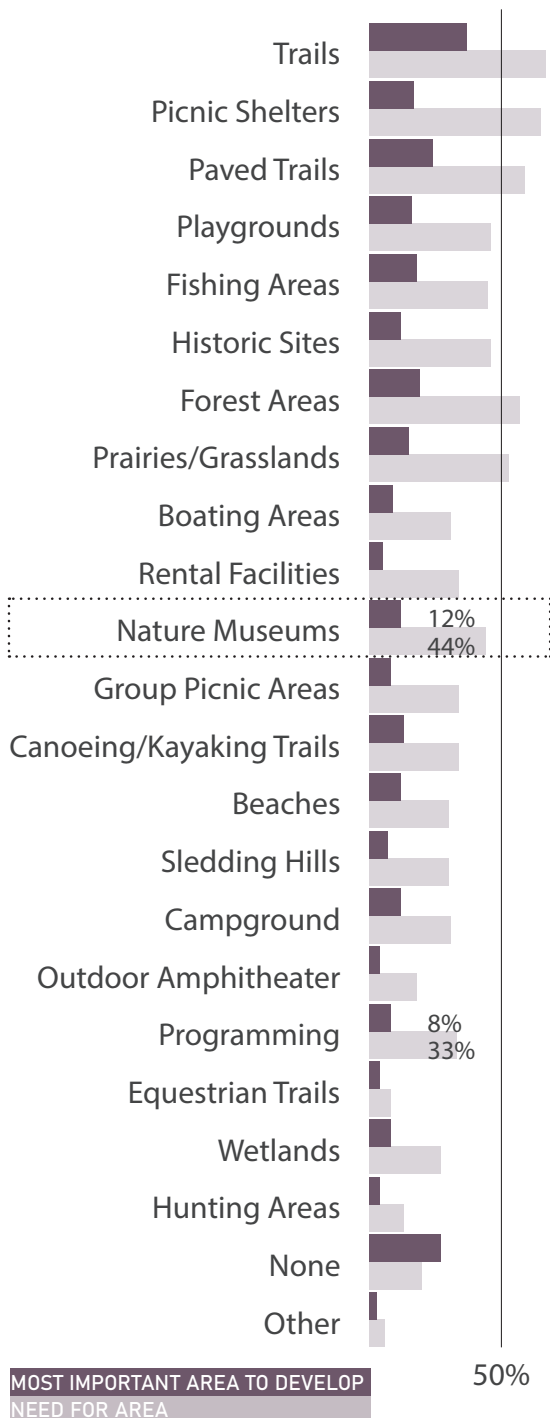


Figure 21. Need for Facilities/Areas & Most Important for Development (2014 Needs Assessment)

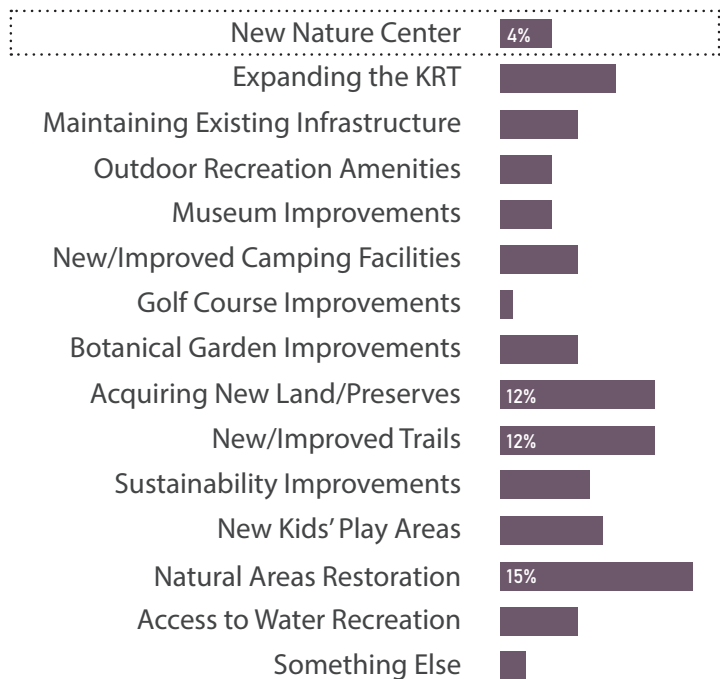


Figure 22. Priorities for spending tax funds (2021 Qualitative Data Gathering for Comprehensive Plan)



Figure 23. Priorities for the District to pursue (2022 Needs Assessment)

There are few consistent desired priorities among residents when asked about prospective improvements. Natural areas restoration/expansion, improving/expanding trails, and acquiring

land for natural areas are commonly ranked high among respondents. When asked about the need for an area of facility, 44% responded that a “nature museum” was a needed facility. However, when asked

about the most important areas for the Forest Preserve to develop, this number dropped to 12% (Figure 21). This is not surprising because survey respondents are typically less judicious with their selections

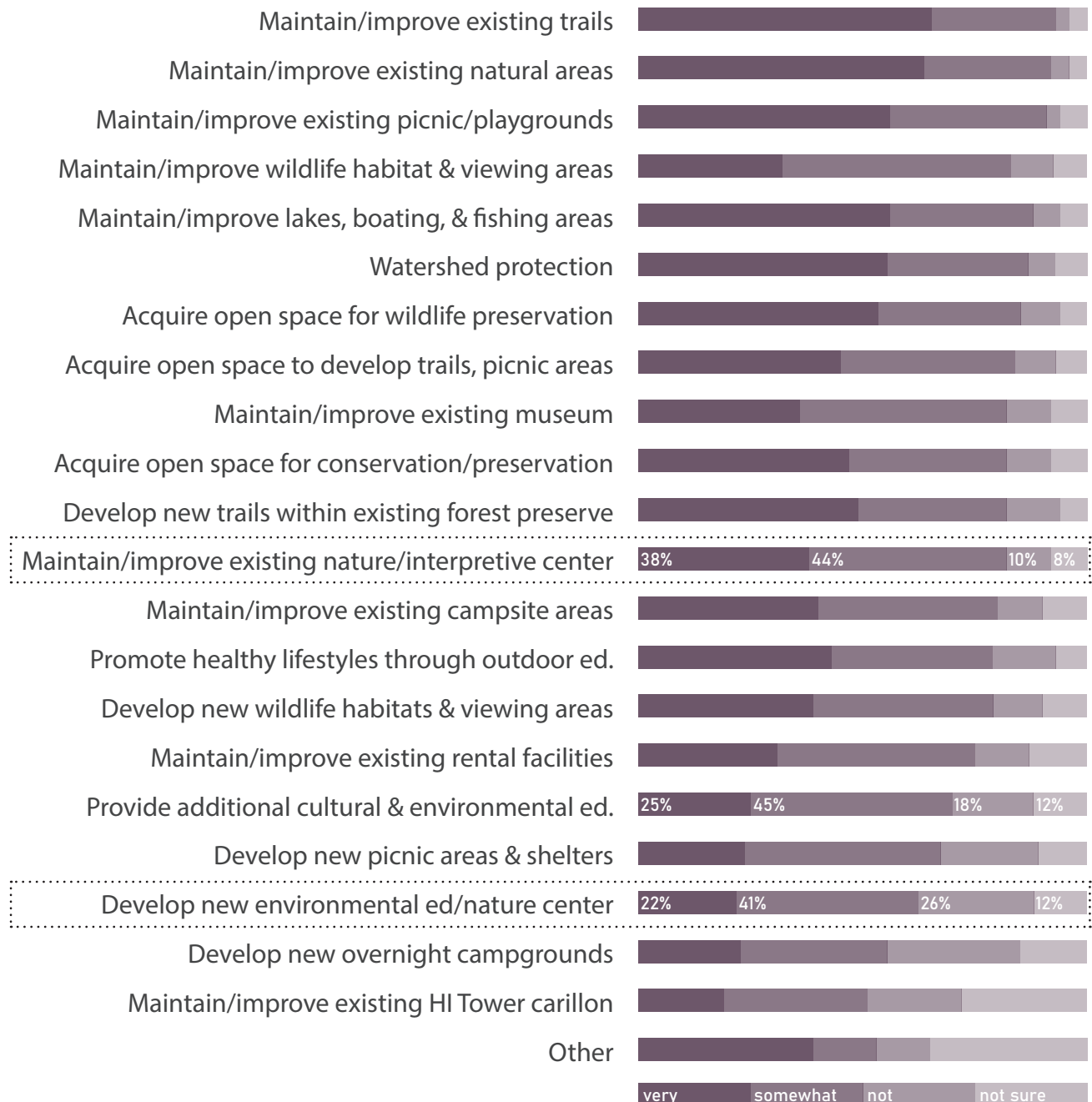


Figure 24. Importance Respondents Place on Possible Actions or Improvements (2014 Needs Assessment)

when they are not asked to prioritize. Because nearly three quarters of respondents found their needs were already being met by existing “nature museums,” they may not have prioritized additional development (Figures 18, 19). Although improving the existing nature center or building a new center are not top priority for survey participants, 20% of

respondents in 2022 ranked it in their top 4 priorities to pursue, suggesting demand for improvements (Figure 23). When asking specifically about prospective activities of greatest interest throughout the District, programming, self-guided activities, and special events were all highly selected, but there was also a relatively high interest in viewing

exhibits (Figure 25). However, when compared to activities respondents had participated in at the Homer Lake Interpretive Center, viewing exhibits was far more popular than attending classes or programs (Figure 26). This suggests a potential opportunity for growth. Both outdoor and indoor program space were rated highly in spaces of greatest interest for a new facility (Figure 28).

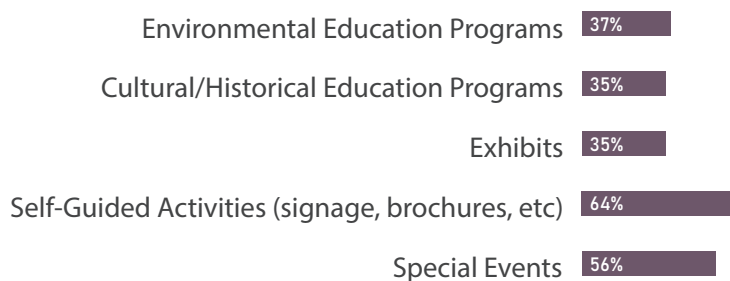


Figure 25. Activities of greatest interest District-wide (2022 Needs Assessment)

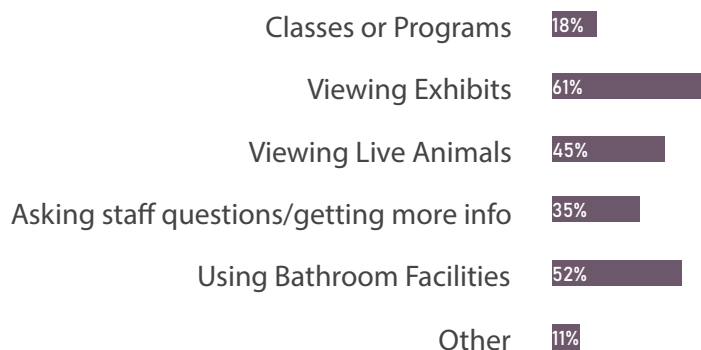


Figure 26. Activities participated in at the HLIC (2022 Needs Assessment)

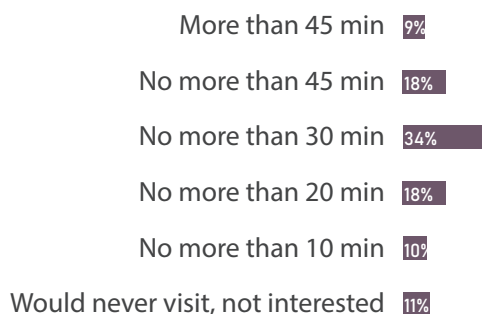


Figure 27. Distance willing to travel to a nature center (2022 Needs Assessment)

Viewing live animals at the existing HLIC was nearly as popular as viewing general exhibits (Figure 26). There was a slightly higher demand for live animal exhibits than typical indoor exhibit space when asking about a new nature center (Figure 28).

New outdoor program/activity space had the highest interest rating for a new nature center, which aligns with the popularity of outdoor programmed space throughout the District such as the Homer Lake Playscape, Middle Fork Beach, and Mabery Gelvin Botanical Garden (Figure 28). This is an opportunity for a unique landscape space designed for programming.



In 2022, when asking directly whether the District should build a new nature center, renovate the existing, or not move forward with a new facility, renovation/addition to the existing HLIC is favored (Figure 29). Thirty-seven percent of respondents were in favor of a new facility, whether that be at Homer Lake or another location (Figure 29). Respondents favored renovation at thirty-eight percent as highly important compared to twenty-two percent for a new nature center when ranking District priorities in 2014 (Figure 24). While the ratio between building new or renovating is similar between the two surveys, there is slightly higher support in 2022 than 2014.

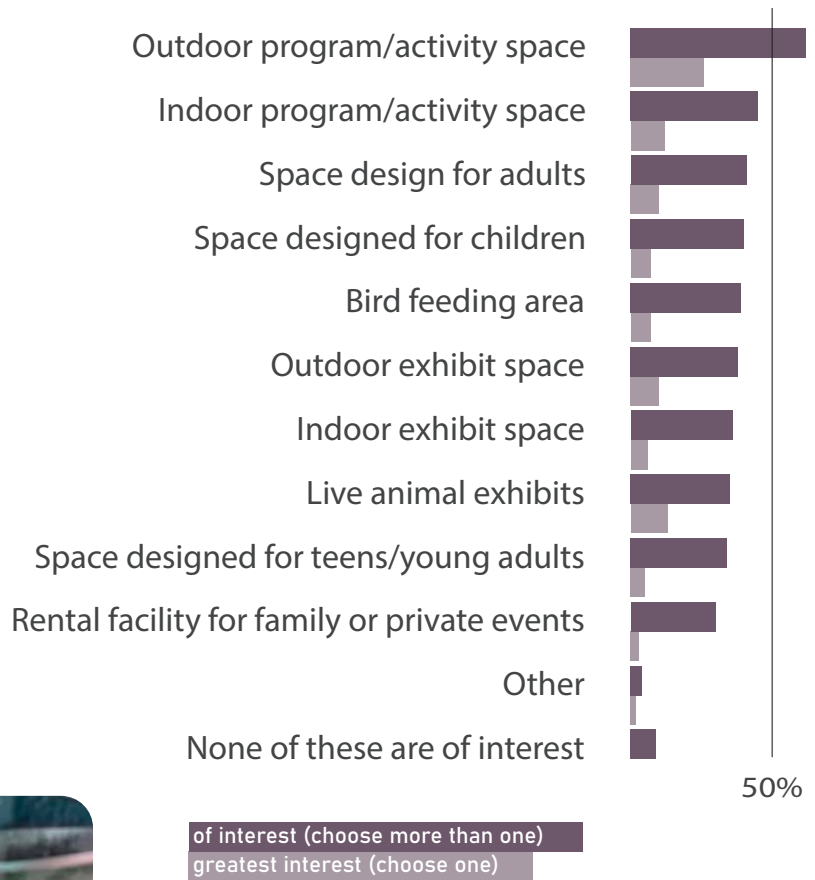


Figure 28. Most desired spaces in a new nature center (2022 Needs Assessment)

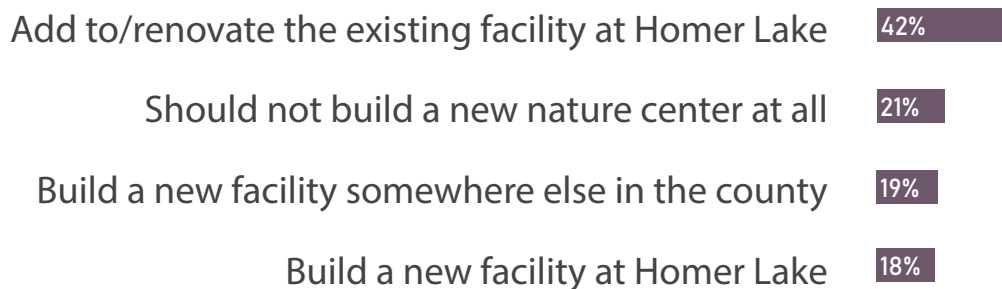
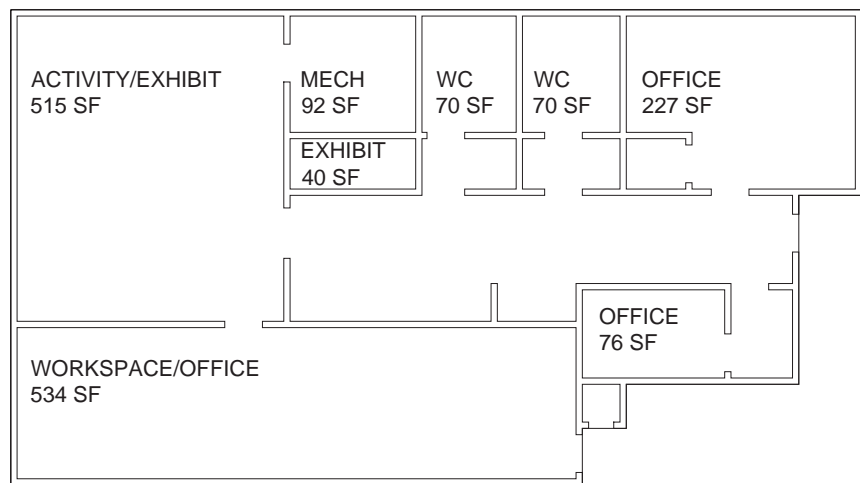


Figure 29. Opinions on a prospective new nature center (2022 Needs Assessment)

Existing Facility

The existing Homer Lake Interpretive Center was constructed in 1975 and is approximately 2100 square feet. Although some capital improvements have been made in recent years, the space is not functional for daily staff operations, programs, animal displays/care, or walk-in patrons. Adequate space is an issue for programming. For all programs for children (even if they are scheduled as outdoor programs), an indoor facility backup is needed. The only space for programs doubles as the exhibit space, making exhibit space inaccessible to the general public while a program is taking place. The exhibit space is also relatively small at 515sf. In comparison, the education center classroom at the Museum of the Grand Prairie where many other programs are held is 900sf. A typical program may have twenty children participating, but space for parents and guardians must also be accounted for in the facility. The restrooms are also not ideal during programs because many younger participants require assistance in the restroom, making them temporarily inaccessible to general patrons during that time. The space for animal care is not large enough and requires staff to encroach into the exhibit area for regular maintenance of the enclosures. In order to make the space more functional with its current footprint, not only would major renovations be required, they would not necessarily solve the lack of square footage needed for more functional operations.



Existing Homer Lake Interpretive Center 2100 sf



Homer Lake Interpretive Center Exhibit Space

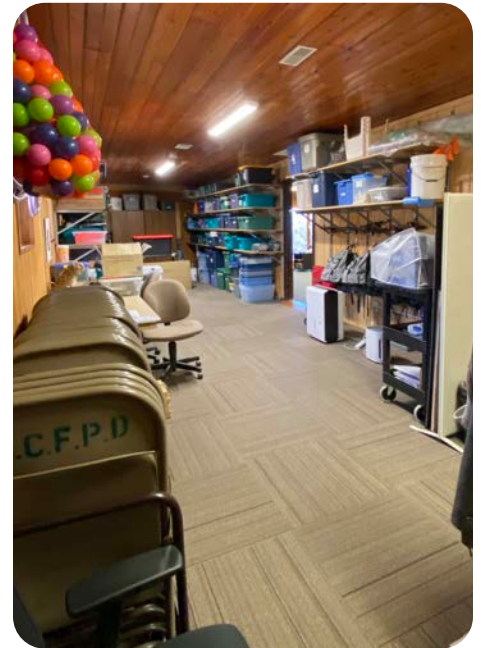
Recent Capital Improvements:
 2001 - Minor interior renovations
 2010 - Mold inspections
 2013 - Moisture mitigations
2016 - ADA sidewalk
2019 - Roof replacement
 2021 - Garage installation



Limited staff space



Limited animal care space



Staff prep/storage/
workspace



Staff spaces located in a corridor



Program held in storage room



Program held in staff offices



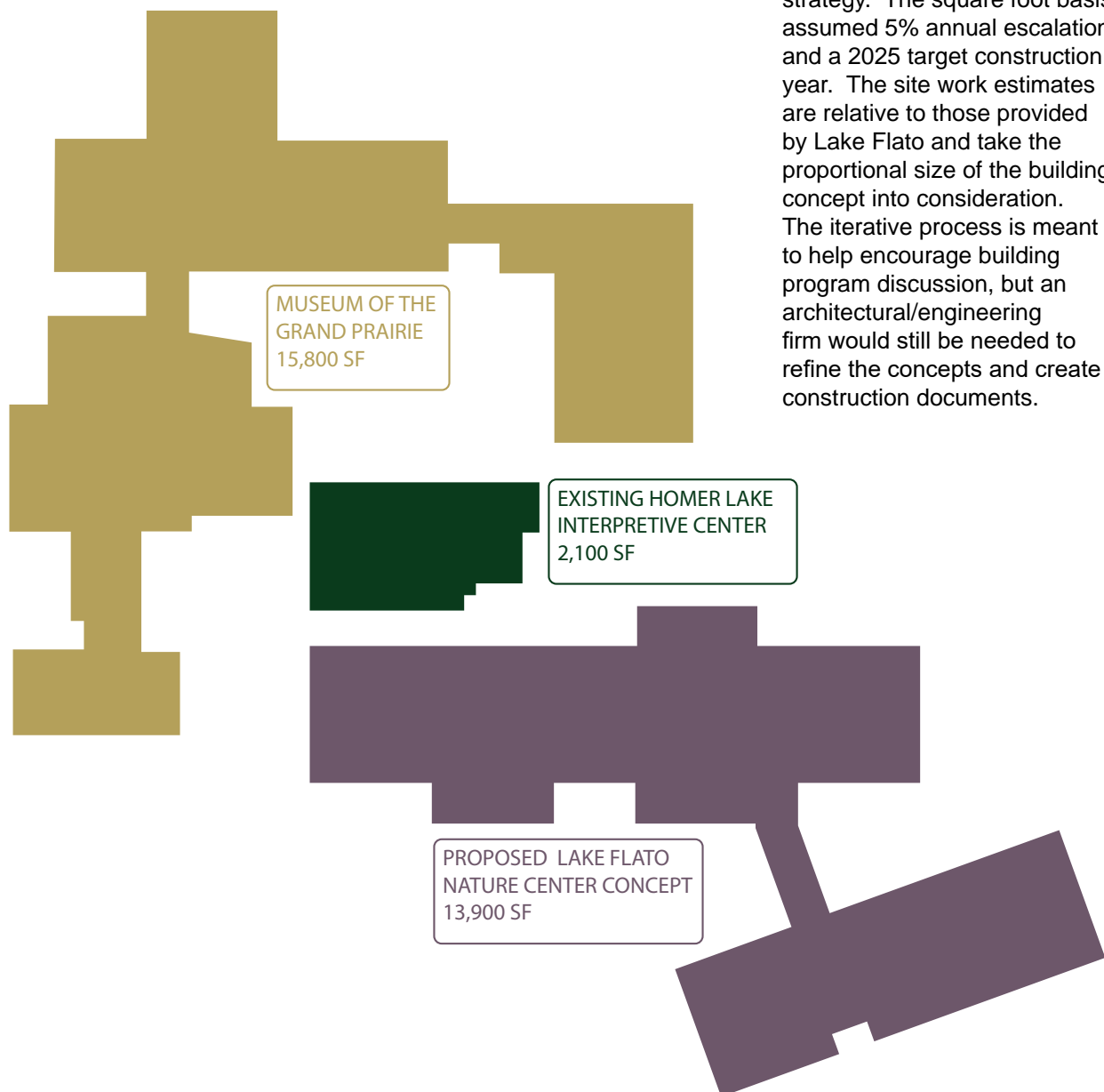
Homer Lake Interpretive Center Exhibit Space: During programs, exhibits must be moved to make space for participants.

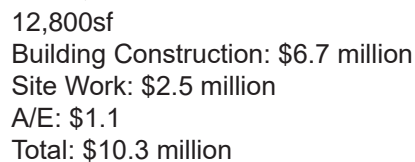
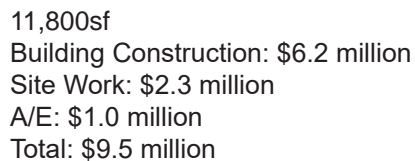
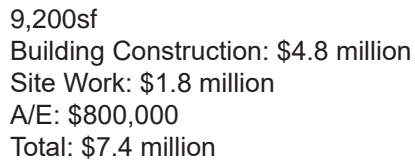
Refining Concepts

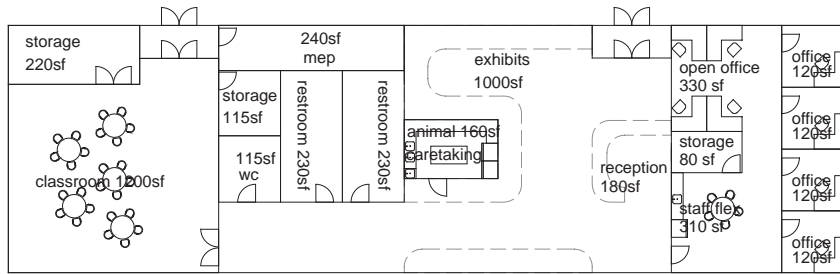
After reviewing the concept design presented by Lake Flato, staff studied the footprint of existing facility in relation to the proposed Lake Flato building and the Museum of the Grand Prairie to better understand the scale of the design. Staff discussed aspects of the design that were favorable and those which were less desirable. Staff also

developed additional iterations of the facility building program to study the highest priority spaces and their associate costs. Staff weighed exhibit space, staff space, classroom space, and support areas such as storage and reception areas. In general, the overall size of the proposed concept facility was relatively large, nearly the size of the entire

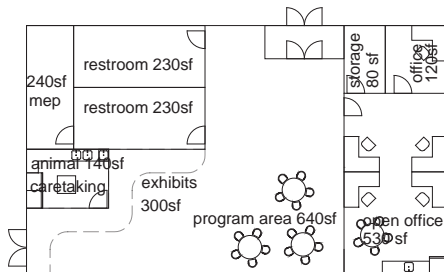
Museum of the Grand Prairie. When considering potential cost of a facility that large, staff developed several iterative floorplans to help identify the most important spaces for general operations and those identified in public feedback. Based on the cost estimate provided by Lake Flato, staff prorated estimates for each concept iteration based on a cost per square foot estimating strategy. The square foot basis assumed 5% annual escalation and a 2025 target construction year. The site work estimates are relative to those provided by Lake Flato and take the proportional size of the building concept into consideration. The iterative process is meant to help encourage building program discussion, but an architectural/engineering firm would still be needed to refine the concepts and create construction documents.



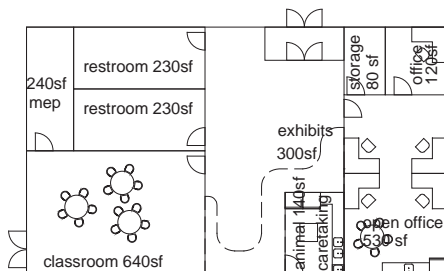




6,000sf
 Building Construction: \$3.2 million
 Site Work: \$1.2 million
 A/E: \$500 thousand
 Total: \$4.9 million



3,000sf
 Building Construction: \$3.2 million
 Site Work: \$1.2 million
 A/E: \$500 thousand
 Total: \$4.9 million



3,000sf
 Building Construction: \$3.2 million
 Site Work: \$1.2 million
 A/E: \$500 thousand
 Total: \$4.9 million

Funding Scenarios

Assumes PARC Application is Successful

13,900sf Facility (Lake Flato Concept Plan)

Grants	\$4,300,000	PARC	\$2,500,000
		Public Museum	\$750,000
		Clean Energy (net zero)	\$1,000,000
		Small Grants	\$50,000
Match/Donations	\$6,900,000	CCFPD	\$6,900,000
		Total	\$11,200,000

6,000sf Facility

Grants	\$3,800,000	PARC	\$2,500,000
		Public Museum	\$750,000
		Clean Energy (net zero)	\$500,000
		Small Grants	\$50,000
Match/Donations	\$1,100,000	CCFPD	\$1,100,000
		Total	\$4,900,000

Assumes PARC Application is not Successful

13,900sf Facility (Lake Flato Concept Plan)

Grants	\$1,800,000	PARC	\$0
		Public Museum	\$750,000
		Clean Energy (net zero)	\$1,000,000
		Small Grants	\$50,000
Match/Donations	\$9,400,000	CCFPD	\$9,400,000
		Total	\$11,200,000

6,000sf Facility

Grants	\$1,300,000	PARC	\$0
		Public Museum	\$750,000
		Clean Energy (net zero)	\$500,000
		Small Grants	\$50,000
Match/Donations	\$3,600,000	CCFPD	\$3,600,000
		Total	\$4,900,000

Assumes PARC/Clean Energy Applications are not Successful

13,900sf Facility (Lake Flato Concept Plan)

Grants	\$800,000	PARC	\$0
		Public Museum	\$750,000
		Clean Energy (net zero)	\$0
		Small Grants	\$50,000
Match/Donations	\$10,400,000	CCFPD	\$10,400,000
		Total	\$11,200,000

6,000sf Facility

Grants	\$800,000	PARC	\$0
		Public Museum	\$750,000
		Clean Energy (net zero)	\$0
		Small Grants	\$50,000
Match/Donations	\$4,100,000	CCFPD	\$4,100,000
		Total	\$4,900,000

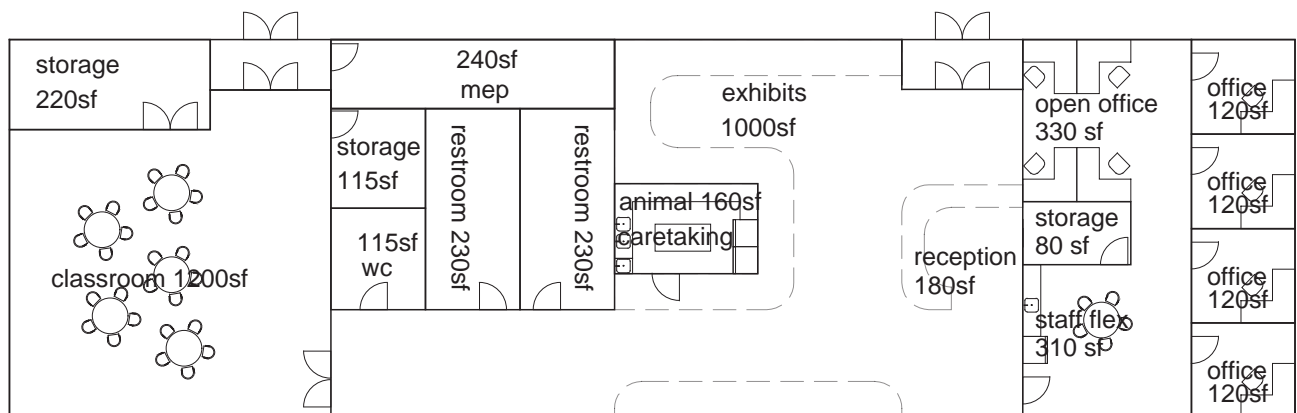
There are limited large capital grants which are a good fit for the prospective nature center. An application for an Illinois Department of Natural Resources (IDNR) Public Museum Capital Grant (PMC) would be highly competitive and an award would be likely. However, an application for a similar capital grant administered through IDNR, the Park and Recreational Facility Construction Program grant, would be less competitive because the scoring favors more traditional indoor recreation. The Illinois Clean Energy Foundation offers a net zero grant, but it is only awarded after the facility is proven to be net zero for a year. The funds available via Illinois Clean Energy are also likely to decline in future years. Staff are continuing to research large funding sources, but are also considering the possibility that those may be limited and will effect the target project size.

Recommendations

After revisiting earlier planning efforts, reviewing the concept design from Lake Flato, developing a “why” statement for the project, studying past and recent community input surveys, and work-shopping prospective conceptual spatial layouts, staff created a matrix of scenarios to examine the benefits and

drawbacks to projects of various scales. At this time, staff are recommending a new facility of approximately 6,000 square feet. While not particularly favored in recent surveys, building new instead of renovating the existing center addresses the spatial limitations. However, a facility nearly the size of the

Museum of the Grand Prairie would likely be too large for the needs of the District and too costly in both the short term for construction and long term staffing/maintenance. The plan provided is in an early conceptual phase but is a useful tool in generating estimates, studying potential sites, and creating timelines.



Medium Facility 6,000sf
 Building Construction: \$3.2 million
 Site Work: \$1.2 million
 A/E: \$500 thousand
 Total: \$4.9 million



SCENARIO	BENEFITS	DRAWBACKS
LARGE, FLAGSHIP FACILITY +/- 14,000SF	<ul style="list-style-type: none"> Room to grow Regional draw More exhibit space Improved staff/operational space Space for improved/expanded programs 	<ul style="list-style-type: none"> High initial costs High maintenance/replacement costs High site impact Long fundraising lead time Not favored in needs assessments
MEDIUM FACILITY +/- 6,000SF	<ul style="list-style-type: none"> Feasible initial costs Potential for phasing Improved staff/operational space Space for improved/expanded programs Shorter fundraising lead time 	<ul style="list-style-type: none"> Medium site impact Less room to grow Medium maintenance/replacement costs
REPLACEMENT FACILITY +/- 3,000SF	<ul style="list-style-type: none"> Feasible initial costs Potential for phasing Improved staff space Low site impact Less fundraising lead time Favored in Needs Assessments 	<ul style="list-style-type: none"> Limited program space Less room to grow Less of a destination
RENOVATION FACILITY +/- 2,000SF	<ul style="list-style-type: none"> Feasible initial costs Improved staff space Low site impact Less fundraising lead time Favored in Needs Assessments 	<ul style="list-style-type: none"> Limited program space Less room to grow Less of a destination Limited staff/operational space Limited animal care-taking space Limited phasing ability

Journal of Proceedings
SPECIAL MEETING – BOARD OF COMMISSIONERS
February 16, 2023, 5:30 pm
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 on Thursday, February 16, 2023. Commissioner Goodman called the Special to order at 5:31 p.m. Commissioner Livesay called the roll. The following Commissioners were in attendance: Goodman, Herakovich, Hundley, Kerins and Livesay.

PUBLIC COMMENT – None

AQITY NEEDS ASSESSMENT SURVEY PRESENTATION

Jeff Andreasen, with aQity Research, gave a visual presentation on the results of a recent survey his company conducted on behalf of the District. The Board thanked aQity for the work that was done on the survey, and for attending and presenting at the meeting.

DIRECTION FOR CITIZEN ADVISORY COMMITTEE (CAC)

Discussion will be moved to the Regular meeting agenda, following this meeting.

ADJOURNMENT

Commissioner Kerins moved to adjourn the Special Meeting at 6:24 pm. Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay.

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

Journal of Proceedings
REGULAR MEETING – BOARD OF COMMISSIONERS
February 16, 2023, 6:00 pm, 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, February 16, 2023 at the Education Classroom, Museum of the Grand Prairie, Mahomet IL. Commissioner Kerins called the Regular Meeting to order at 6:25 p.m. Commissioner Livesay called the roll. The following Commissioners were present: Goodman, Herakovich, Hundley, Kerins, and Livesay.

REMOTE ATTENDANCE – None

PUBLIC COMMENT – None

PUBLIC HEARING – *RECEIVE PUBLIC COMMENTS ON THE TENTATIVE APPROPRIATIONS ORDINANCE 2022-03 OF THE CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT IN THE COUNTY OF CHAMPAIGN, OF THE STATE OF ILLINOIS, FOR THE 2023 FISCAL YEAR.* – No public in attendance.

AGENDA MODIFICATIONS – Executive Director, Lorrie Pearson, requested Direction for Citizen Advisory Committee (CAC) that was on the earlier Special Meeting agenda be moved to New Business item G.

PRESENTATION – Comprehensive Plan SWOT Update – Planning Assistant, Sam Ihm, gave a visual presentation of the Districts Comprehensive Plan work, reviewing the SWOT (strengths, weaknesses, opportunities, and threats) of a recent survey, noting more information will be forthcoming.

APPROVAL OF CONSENT AGENDA

- A. Minutes of Regular Meeting on January 17, 2023**
- B. Minutes of Adjourned Meeting on January 24, 2023**
- C. Monthly Staff Reports**
- D. January Treasurers Report**
- E. Disbursements for Approval**
- F. Approve LOW Sealcoat Bid**

Commissioner Livesay made a motion to approve the consent agenda. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay.

COMMISSIONERS REPORT

A. Forest Preserve Friends Foundation

Livesay noted at the last meeting discussion included: fundraising, Three Rivers Society, care of donors, 2023 goals, and endowment work. Livesay also noted a speaker with the Community Foundation had attended the last meeting and spoke to the group, and Livesay also asked CCFPD

Board members to attend, with her, one of the FPFF meetings, as her last meeting with the group will be June.

B. Citizens Advisory Committee – Information will be shared under New Business, item G.

C. Commissioner Comments

Commissioners cited the following items from staff reports and observations:

- Snow Flake Search event, and the recent missing Snow Flake!
- The Executive Directors' luncheons with staff
- Media presence
- Long term planning
- Grant Management thanks
- Volunteers
- The need for District branding
- Walking Wednesday
- Sustainability Report
- IAPD/IPRA conference
- District staff collaboration
- Artifact work at the museum
- IT improvements at the Golf Course

Commissioners noted thanks to all staff for the appearance of all preserves.

STAFF REPORTS

A. Executive Director Announcements – Pearson noted District staff recently attended a joint Active Shooter training with the Champaign and Urbana Park Districts, Media Training with District staff, and Barb Oehlschlager-Garvey's recent retirement.

B. Sustainability Committee Report – Pearson noted this was included in the packet for information purposes.

OLD BUSINESS

A. Tabled – Approve Donation agreement with Pathfinder Group of Illinois, LLC

Commissioner Herakovich moved to remove tabled item from the table. Commissioner Kerins seconded. A voice vote was taken. Motion carried. Commissioner Kerins moved the Board authorize the Executive Director to authorize the donation agreement between the Pathfinder Group of Illinois, LLC and Champaign County Forest Preserve District to transfer 0.38 acres of property in Ogden, IL to the Champaign County Forest Preserve District. Commissioner Livesay seconded. Deputy Director, Mike Daab, noted earlier questions regarding ownership, quit claim,

and environmental testing results have been resolved. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay.

B. Ordinance 2022-03 Final Budget and Appropriations

Commissioner Herakovich moved the Board approve Ordinance 2022-03: Annual Budget and Appropriation for the 2023 fiscal year. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay.

C. Reject Green House Demolition Bid

Commissioner Kerins moved the Board reject all bids for Greenhouse Demolition (Demolition and Removal) at Lake of the Woods Forest Preserve. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay.

NEW BUSINESS

A. Approve Greenhouse Asbestos Abatement Bid

Commissioner Kerins moved the Board approve the bid for Greenhouse Asbestos Abatement (abatement and removal) at Lake of the Woods Forest Preserve from Thornburgh Abatement for Twenty-Two Thousand Nine Hundred Forty-One and 00/100 (\$22,941.00) and authorize the Executive Director to execute the contract. Commissioner Herakovich seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay.

B. Approve Mini-Excavator Purchase Bid

Commissioner Herakovich moved the Board approve the base bid and add alternate #1 from Birkey’s Farm Store for Seventy-Four Thousand Two Hundred and 00/100 (\$74,200.00) for a Mini Excavator and authorize the Executive Director to execute the contract. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay.

C. R2023-01 IDNR RTP Grant Application

Commissioner Kerins moved the Board approve Resolution No. 2023-01, authorizing the application for a Recreational Trail Program (RTP) grant, administered through the Illinois Department of Natural Resources (IDNR). Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay.

D. Approve IDNR BAAD Grant Agreement

Commissioner Herakovich moved the Board approve the grant agreement for the Illinois Boat Access Area Development Grant Program (BAAD) grant, administered through the Illinois

Department of Natural Resources (IDNR). Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay.

E. Resolution 2023-02 Amending the 2023 Management Plan and Budget

Commissioner Herakovich moved the Board approve Resolution 2023-02 to amend the 2023 Management Plan and Budget as follows: \$126,100 for the Boat Access Area Development (BAAD) local match and \$ 69,874 for wage adjustments. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay.

F. Resolution 2023-03: Letter of Support for 12-Year Extension to the North Campustown TIF District

Commissioner Livesay moved the Board approve Resolution 2023-03 authorizing the Executive Director to sign a letter of support for the extension of the City of Champaign’s North Campustown Tax Increment Finance District. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay.

G. Direction for Citizen Advisory Committee (CAC)

Pearson gave an overview of how the CAC has been used by the District in the past, and noted updates to the by-laws will be brought to the Board at a later date, but in meantime, to use the CAC solely for outreach, especially this year, as the District celebrates its 75th anniversary. Commissioners agreed with Person’s suggestions, and also suggested staff be included in the nomination process, application be updated, and diversity training be conducted for the group.

EXECUTIVE SESSION

At 7:09 pm, Commissioner Kerins moved to adjourn to Executive Session for 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, 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,” as authorized by 5 ILSC 120, and 5 ILCS 120/2(c)(21) for “The discussion of minutes of meeting lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes” as mandated by Section 2.06. Commissioner Hundley seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay. Commissioners Livesay moved to adjourn back to regular session at 9:06 pm. Hundley seconded. A voice vote was taken. Motion carried.

Regular Session was opened at 9:06 pm

A. Release of Executive Session Minutes

A. Release of Executive Session Minutes

Commissioner Livesay moved that the Board conducted the required semi-annual review of the unreleased minutes of past executive sessions and concluded that the need for confidentiality still exists for all unreleased minutes and portions of minutes, except for the following which will be released and made available for public inspection at the time:

August 18, 2022

October 17, 2022 (except ¶1 under 2(c)1 and ¶ 1 under 2(c)5

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

B. Destruction of Verbatim Recordings of Executive Session Minutes

Destruction of Verbatim Recordings of Executive Session Minutes

Commissioner Livesay moved the Board concluded it is appropriate and therefore authorized the destruction of existing recordings of executive sessions. Commissioner Kerins seconded.

Commissioner amended her motion to include held on or before August 16, 2021. Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay.

MEETING ADJOURNMENT

Commissioner Herakovich made a motion to adjourn the Regular Meeting at 9:08 pm. Hundley seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hundley, Kerins, and Livesay.

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

March 7, 2023

Memorandum

To: Board of Commissioners

From: Nina Carmichael, Leadership in Conservation Fellow

Re: March Staff Reports

Executive Management (Lorrie Pearson/Michael Daab)

- Almost all staff attended a joint, active-shooter training with Champaign and Urbana park districts on February 15th. The training was conducted by special agents from the FBI and included a classroom portion as well as interactive sessions. Staff got hands on experience learning how to use tourniquets and put an injured person into the recovery position, and also participated in active shooter simulations. Thanks go to Jarrod Scheunemann at the CPD for organizing the event and to Mark Beck for coordinating with Jarrod on behalf of CCFPD.
- Management staff and those who may have contact with the media participated in Crisis Communication and Media training (6hr) which focused on highlighting effective strategies for mitigating, managing, and responding to contextually relevant scenarios and support in developing a comprehensive communications plan that identifies key spokespeople to confidently engage with the media both during times of crisis and to best share our non-crisis stories. More in-depth, one-on-one on-camera training was also provided to Lisa, Michael Daab, and Lorrie.
- Michael Daab attended the IL Association of Conservation Districts and Prairie State Conservation Coalition conferences at Starved Rock Lodge and Conference Center in February and March. The events were full of thought-provoking and educational sessions, including those on climate change, Native American connections to the land, wetland construction, IL open space legislative agenda, updates from IL Department of Natural Resources and more.
- Commissioners Bill Goodman and Wendy Hundley, along with Deputy Executive Director Michael Daab, attended the IL Association of Park Districts' legislative breakfast program at Urbana Park District on February 27th. President Bill Goodman presented an update to Rep. Marron and Sen. Faraci on CCFPD's use of state grant and capital funding, and made the connection between the desires of CCFPD's constituency and how the state can help meet the demand for increased trails and habitat while maintaining our existing infrastructure and remaining financially secure. The tornado warning and sheltering during Commissioner Goodman's presentation surely made this meeting memorable for those in attendance.
- In February a team of two panels consisting of representatives from multiple departments interviewed 7 qualified candidates for the Museum and Education Director position. Two finalists were invited back for a second interview which staff are now deliberating.

CCFPD Fellow (Nina Carmichael)

- Successfully completed 7-weeks of facilitation for leadership in the Museum and Education department (Stacey, Pat and Mark) on the book *Crucial Conversations*. The Superintendent crew (Matt, Rusty, Skylar, Chris, Mike, and Peter) and Finance and planning team (Ryan, John, Tim and Bridgette) only have 2 more sessions before completion. These discussion groups have been an exceptionally insightful way to connect and learn together. I've been pleased with the level of engagement each person has had with the reading materials and focus questions I've assigned.
- Currently half way through the Equity in Practice certification training put on by NRPA.
- Assisted in providing a tour to a Museum and Education Director candidate during their second interview
- Received a personal invitation from Robert Strand to speak at the World Water film festival at Columbia University March 19th during the Q&A for the screening of *Mussel Grubbing: A Citizen Science Treasure Hunt*. The film will be the first to kick off the film festival and features an interview of me discussing my experience participating in a series of mussel surveys on the Sangamon River at CCFPD preserves. The surveys were organized by the Upper Sangamon River Conservancy (USRC) this past summer and our very own Lorrie Pearson and Bruce Colravy make appearances in the film as well. I will be in New York March 15-22 for the film festival and United Nations World Water Conference.
 - <https://youtu.be/V-308QE6roQ> (the film)
 - [FILMS \(worldwaterff.org\)](https://films.worldwaterff.org) (WWFF screening info)
 - [Filmmakers Making A Social Impact: Why & How Robert Strand of World Water Film Festival Is Helping To Change Our World | by Yitzi Weiner | Authority Magazine | Medium](#) (Info on Robert Strand)

Planning and Construction (Bridgette Moen)

- Improvements at the Sangamon River Residence are wrapping up. A contractor is scheduled to install carpet in the bedrooms, the HVAC will be tuned up, and then it will be ready for a staff resident.
- The construction crew is transitioning to projects at Middle Fork starting with improvements to the shower house and the kitchen at the Activity Center.
- The bathroom improvements at the Middle Fork Residence are complete.
- MUED staff notified Planning about a potential leak in the roof of the Annex, which has been confirmed with the rainy weather. Given the age of the roof and the type of leak, replacement is a more practical option than repairing a small section. Planning and Construction are soliciting estimates for replacing the roof. In the meantime, Construction has taken temporary measures to reduce the leak and the indoor air quality of the workspace has been tested.
- Construction of the ADA lift at HQ has been completed. One of the doors of the lift was damaged during shipping and the contractor had been waiting on the replacement. The Construction crew will finalize the hallway finishes.

- Planning met with the UIUC Design for America team, which is still interested in an ADA project. They have interviewed wheelchair users on campus about their experiences with visiting Forest Preserves (or similar locales). One of the largest hurdles for these users is not having precise information on what the condition of a site is before visiting. Users noted it can be frustrating to travel to a new location only to find it's not very accessible. They have narrowed their project scope to develop a pilot interactive map/webpage of accessible features in the District.
- Staff from Planning, Natural Resources, and Homer Lake Operations met to discuss updating the Kickapoo Rail Trail maintenance plan, with the addition of a Natural Resources site management plan. The current plan dates to 2017 and does not capture the latest construction or maintenance agreement with the Village of Ogden.

Business and Finance (John Baker)

- Filed the District appropriation ordinance and certified our tax-exempt properties, an annual legal requirement before property taxes are calculated and extended each year by the county.
- Posted accrued 2022 and prepaid 2023 expenses in the District's fiscal ledger. Reviewed and reconciled the Forest Preserve Friends Foundation accounts, District payroll liabilities and initiated a detailed review of each District fund activity (ten remaining) for 2022 in preparation for Clifton Larson Allen's audit work in early April.
- Responded to the Census Bureau's Local Government Finances Survey and the US Department of Agriculture's Census of Agriculture surveys.
- Set up tracking of District risk management and safety activities for reimbursing these activities from the Risk Management and Liability fund.
- Moved the implementation date for the MSI 10 financial upgrade to May 1. Harris legal staff are reviewing the cyberthreat requirements that PDRMA expects Districts to meet.
- Revised and augmented month end financial procedures to accommodate changes in the past three years. New vendor reporting for golf reservations (foreUp) and health benefits (PNC) accounts are part of this update.
- Began updating long range projections (2024-2028) for operating funds. Projections will serve as a tool for estimated annual compensation increases, available capital funding and sufficiency of District reserves for future project commitments.

Human Resources (Dara Edgington, Mary Beck)

- During the month of February, HR processed zero hires and two separations, resulting in a turnover rate of 2.75% for the month.
- As of February 28th, our total headcount was 72 employees including 49 FT, 16 PT, six seasonals, and one paid intern.
- The District documented four incidents with PDRMA over the month of February.

Marketing (Lisa Sprinkle)

Facebook/Social Media:

- Snowflake Search posts were made once every week throughout the month of February and were posted/shared across all CCFPD social media platforms.
- A post was made for World Wetlands Day celebrating wetland restoration. The wetland at Homer Lake and the Point Pleasant Wetland were featured.
- Posts to honor CCFPD's 75th anniversary and Black History Month were also made throughout the month of February with help from NR and Museum staff.
- The 75th Anniversary images are now available through Fine Art America for people to purchase items such as posters, notecards, t-shirts, and more to celebrate with us!
<https://fineartamerica.com/art/champaign+county+forest+preserve>
- The Spring Program Guide, which promotes programs for March through May is now available at the Museum of the Grand Prairie, Lake of the Woods Golf Course Pro Shop, Homer Lake Interpretive Center, and HQ.
- The District is the sponsor of Chambanamoms.com Ultimate Outdoor Adventure guide, <https://www.chambanamoms.com/2023/02/13/ultimate-outdoor-adventures-kids-around-champaign-urbana/>. The guide highlights where families with kids of all ages can get outside and have fun in the great outdoors all year long, from hiking to kayaking to sledding and more.
- Kristin met with the Dark Skies Committee Feb 20th to discuss the upcoming trail and amenities project and the Sustainability Committee to begin planning campaigns, deliverables, and social media content related to our sustainability efforts and Earth Day.
- Kristin recorded district employees for a new staff orientation video she's developing.
- Kristin documented all three phases of the Museum reorganization project.



- Media this month included:

<https://www.wcia.com/ciliving-tv/ciliving-stories/ciliving/february-fun-with-champaign-county-forest-preserve-district/>

<https://www.chambanamoms.com/2023/02/22/fifty-things-to-do-spring-break-champaign-urbana/>

https://www.news-gazette.com/news/local/parks-recreation/inside-out-barb-bids-adieu-to-the-champaign-county-forest-preserve-district/article_86774f10-22da-5af3-8179-4ed755e6e235.html

https://www.newsbug.info/inside-out-the-importance-of-wetlands/article_1825214d-c37f-5466-8d63-f511c1529eab.html

<https://hlwetland.blogspot.com/2022/09/wonders-of-wetland-thirty-two-photos-in.html?fbclid=IwAR3A9zKJiE9ZHPV5phwrFnIW63MPxkZ8t6MmauH3paQQdUDyWCuzoHIYQ>

<https://www.smilepolitely.com/splog/learn-how-tap-sugar-maple-trees-at-homer-lake-next-week/>

<https://www.chambanamoms.com/2023/02/13/ultimate-outdoor-adventures-kids-around-champaign-urbana/>

<https://www.wcia.com/news/60-million-state-grant-helping-to-make-champaign-county-park-improvements/>

<https://www.smilepolitely.com/splog/this-champaign-county-forest-preserve-artwork-is-really-cool/>

https://m.facebook.com/story.php?story_fbid=876150687043156&id=100039446996476&mibextid=ncKXMA

[Two high-priority recreation projects in Champaign County get state funding | Parks-recreation | news-gazette.com](#)

<https://www.wcia.com/ciliving-tv/ciliving-stories/ciliving/champaign-county-forest-preserve-district-to-celebrate-75th-anniversary/>

- Social media followers update:

	FACEBOOK	+/-	INSTAGRAM	+/-	TWITTER	+/-
CCFPD	7,578	+65	3,330	+131	566	-4
KRT	5,012	+27	161	+0	137	-2
MGP	5,364	+10	1,306	+14	258	-7
HLIC	3,430	+11				
GC	2,078	+6	340	+4	117	+3
FPFF	630	+0				

- Facility Rentals:

•	2023	2022	February	2023	2022
#	#	Preserve	Facility	\$	\$
Rentals	Rentals				
5	3	HL	Salt Fork Center	1,600.00	\$750.00
0	0	HL	Walnut Hill Shelter	0.00	\$0.00
0	0	LOW	Botanical Garden Weddings	0.00	\$0.00
5	5	LOW	Elks Lake Pavilion	2,350.00	\$1,750.00
3	4	LOW	Izaak Walton Cabin	720.00	\$540.00
7	2	LOW	Lake of the Woods Pavilion	2,950.00	\$650.00
0	0	LOW	Lakeview Shelter	0.00	\$0.00
0	0	LOW	Riverview Retreat Center	0.00	\$0.00
0	0	LOW	Rotary Hill Shelter	0.00	\$0.00
0	0	LOW	Sycamore Hollow Shelter	0.00	\$0.00
0	0	MF	Activity Center	0.00	\$0.00
0	0	RB	River Bend Shelter	0.00	\$0.00
20	14		TOTAL	7,620.00	\$3,690.00

Grants and Fundraising (Ryan Anderson)

Three Rivers Foundation Contacts – Foundation members have signed up to be primary contacts with the members of the Three Rivers Society throughout 2023, link here: <https://docs.google.com/spreadsheets/d/1cgosstoOPpOYbgKKQ0KQiQFtPzDu2ldq9HBe693GOc/edit?usp=sharing>. Please reach out to your contacts by March 12, 2023. They should have received an invitation to the Launch Party by that time.

Earth Day/Arbor Day – For Earth Day (4/22) and Arbor Day (4/28), staff will run a social media (email if needed) campaign to raise about \$5,000 to plant 75 trees in the “Anniversary Grove” in the area of the Sugar Creek Shelter at Middle Fork River Forest Preserve. Donors will be directed to QGiv.

Dark Skies and International Dark Sky Week – A Dark Sky Committee has been created from staff and Foundation members to strategize marketing, fundraising, and advocacy to raise the remaining of the Foundation’s \$100,000 commitment for 2023. So far, about \$25,000 has been raised. Staff will create a “case for support” with talking points and photographs. International Dark Sky Week is April 15-22. Staff will send out an appeal during that week. The CUAS included the project in their most recent newsletter.

Fundraising Campaigns as of 2/22/23:

- Dark Sky Trail - \$24,803, goal of \$100,000

Fundraising Trends (as of 2/22/23)

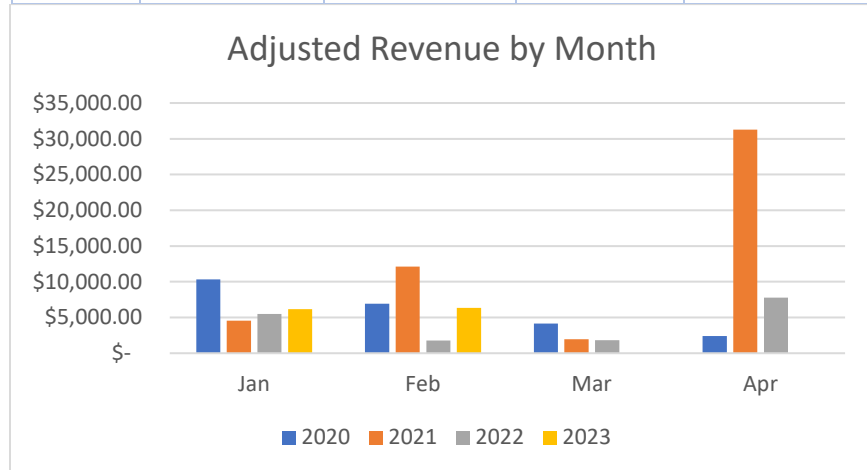
Donations 4 Year Summary

4-year totals:	2020	2021	2022	2023(ytd)
Total \$	\$164,219.10	\$209,832.74	\$207,053.66	\$19,287.86
Total \$ (adjusted)	\$111,738.24	\$174,725.10	\$175,731.78	\$12,529.86
# of donors (adjusted)	341	407	345	68
# of 1st time donors	134	165	87	10

**Adjusted numbers have grants and bequests removed; Updates to Bloomerang (our donor tracking system) altered how these figures are calculated*

Adjusted Revenue by Month (Jan - Apr)

	Jan	Feb	Mar	Apr
2020	\$ 10,332.76	\$ 6,919.31	\$ 4,141.05	\$ 2,425.00
2021	\$ 4,575.11	\$ 12,096.66	\$ 1,972.00	\$ 31,291.41
2022	\$ 5,510.12	\$ 1,777.62	\$ 1,836.38	\$ 7,774.04
2023	\$ 6,164.72	\$ 6,365.14		



Volunteer coordinator (Sue Gallo)

- By the end of February, we continue to see an uptick in volunteering; with 10 new people and 9 new groups submitting applications.
- The woody invasive species removal event hosted by Natural Resources at River Bend was a success with a turnout of over 128 volunteers. A total of half an acre of bush honeysuckle between Dogleg trail and the edge of Sunset Lake was cleared revealing a fabulous view of the lake. It is inspirational to see what has been accomplished and the volunteers had a great time!

- Our relationship with the UIUC restoration group Red Bison, is continuing to be mutually beneficial. The club has reached out to arrange an additional day to continue invasive removal along the shoreline River Bend.
- Eight students from the St Joe-Ogden Honors Society helped the Homer Lake Team remove unwanted plants along the West Lake Trail by the Salt Fork Center (photo follows).



- After reaching out to Ace Hardware (Champaign and Mahomet) and Do It Best (Champaign) to inquire about tool donations and we received a cumulative donation of nine bow saws, four power gear loppers and three herbicide sprayers! This will reduce the need for NR staff and site superintendents to deliver tools to different locations for volunteers.
- Updated digital “Youth Volunteering” brochures were sent to all the local schools to help recruit for the CIT program thanks to a collaborative effort with Cathy and Lisa.

Lake of the Woods Golf Course (Chris Edmondson & Joie Torres)

- On February 2nd, the Golf Committee met for the first time since the fall of 2022. Discussed were goals for 2023 and beyond, fundraising opportunities, scheduled projects, and the Volunteer Clean Up Days, which will be held on March 10th-11th. This will be an opportunity for individuals and volunteer groups to assist our Maintenance staff with the continual prepping of the course for the 2023 season (picking up sticks, limbs, debris, etc.).
- February continued the trend of one of the milder winters we have seen in Central Illinois in many years. This allowed the golf course to open outdoors for the season on February 14th. With database records going back to 1995, this is the earliest opening date we’ve seen. After a few days of only allowing walking, we began allowing carts on a day to day

basis, beginning on the 18th. We had 602 players for the month, which is extremely rare. We had one year higher with a player total (2017), but other than that had only been open in February five other times since 1995.

- Staff had a busy month between the early outdoor opening, continuing simulator play, receiving merchandise and staging the Pro Shop. The golf simulators continue to be busy, even with the course opening outdoors. The simulator weekly league continued and will wrap up the 2nd week of March. The early open also got us working on hiring somewhat sooner than anticipated for seasonal employees.
- Our revenue for the month was \$82,450. This is the highest February revenue on record by a wide margin. The 5-year average, which also includes seasons of Anniversary Pass Sales, is \$23,597. Speaking of the Anniversary Pass Sales, our 2023-2024 campaign concluded sales on February 28th. We sold 827 passes during this campaign, with the split being almost 50-50 between 5-Day and 7-Day options. We have also sold 86 Platinum (one year) Passes as of the end of the month and those will remain available for purchase throughout the season.
- Golf maintenance crew rolled the greens, set out ropes 30 yards from the greens for traffic purposes, and have been picking up sticks on the course.
- Assistant Superintendent Drinkwater sprayed pre-emergence on tees and fairways for crabgrass prevention.
- Joie attended the Golf Industry Show in Orlando where he gained some valuable information he intends to share more in depth at our next all-staff meeting. Sessions attended at the show: Understanding pesticide and labeling. (In Spanish), Golf course safety and risk management, Diversity in the work environment, Irrigation pump station set up and diagnostic and listen to a speaker about Turf Academy school in North Carolina for Assistants Superintendent.

Museum and Education Department (Lorrie Pearson)

Patrons Served

	In-Person Programming*	Online Programming*	Outreach**	MGP Visitation	HLIC Visitation
Jan-23	78	302	423	Closed	40
Feb-23	286	92	35	Closed	48
YTD	364	394	458	0	88

* Includes all youth and public program opportunities ** Includes loan kits and tabling events



- In response to the active shooter training received M&E staff toured HLIC to see all exits, potential hiding spaces and panic button locations. In the next month we will be performing the same process in the Museum and the various rental facilities we use most often for programming.
- The Museum Storage Reorganization Project is complete. For more details, please see the attached memo. All exhibits have been cleaned and put back together for the museum's reopening.

- The selection process for this summer's Smith internship through the National Museum of African American History and Culture has begun. A selection will be made by the end of March.
- Due to a leak in the roof, a health concern over mold in the museum annex was raised. An outside contractor conducted air quality testing and determined airborne mold levels were normal with no indication of an exposure concern for occupants in the building.
- Counselor-in-training applications have started coming in; the deadline for applications is May 1. This year we have an online Google form for easier submission. All the applicants so far have been submitted through the online form.
- The Youth Programs Team has started using Microsoft Teams to increase the communication between staff since we are located on two sides of the county. HLIC staff are also using Teams to communicate general information or questions specific to the Interpretive Center.
- We have seen an increase in school program requests for this spring.
- Katie, Marina and Selena presented at the History-Social Sciences ISU Teacher Symposium. They shared information on field trips and educational loan materials for teachers to supplement their lesson plans with hands-on activities centered around artifacts.
- Programming highlights included the return of popular programs such as Owl Prowls, Maple Sugar Days & Lincoln's Birthday Celebration, Naturalist in the Classroom visits to local schools, the conclusion of programming at Mahomet-Seymour's BLAST afterschool program, special programs on fossils & maple tree tapping for scout groups, homeschool programs on a variety of topics, and a reptiles program at Champaign Park District's Martens Center and much more.
- Staff began meeting with a local group including staff from the Urbana Park District and the Illinois Natural History Survey to plan programming centered on wetlands/water in April.
- Museum Collections & Front-End staff prepped the museum for reopening on March 1st. Under Spring Hours, the museum is open every day from 1-5 pm.

Natural Resources (Peter Goodspeed)

- Prescribed burn season kicked off early this year and staff was able to conduct prescribed burns in the following management units:
 - Bicentennial Grove and the rain garden next to the Museum of the Grand Prairie at Lake of the Woods Forest Preserve (10.2 acres)



- Previously mowed grass duff in the unrestored section, “Phase 10”, of Buffalo Trace at Lake of the Woods FP (6.5 acres)
 - Dead grass duff sites for turf conversion prep near the entrance and activity center at MF (1.25 acres)
- 
- The NR team continued to work on invasive woody plant removal and timber stand improvement (TSI) during the month of February. These projects included the following:
 - Forestry mowing bush honeysuckle, autumn olive, gray dogwood, and sweet gum in Timberdoodle Woods at Homer Lake FP
 - Clearing sweet gum and autumn olive from Flicker Woods at Homer Lake FP
 - Girdling honey locust, elm, cherry, and other undesirable trees at Quiller Woods and Prairie Dock Savanna at Middle Fork River FP
 - Supporting volunteer work along Dogleg trail at River Bend FP by clearing bush honeysuckle and igniting burn piles
 - TSI, cleaning up old wind throw, and burning piles in “Oak Island” in Point Pleasant at Middle Fork River FP
 - Kenny, Anna, Eric, and Brennan attended the Illinois Association of Conservation Districts (IACD) conference at Starved Rock Lodge. Staff learned about the importance of frequent prescribed fire, how to install and maintain native wetlands, and other topics relevant to managing Illinois native ecosystems.
- 

Lake of the Woods (Rusty Maulding)

- It was an Eggsellent February for new artwork on the coming Egg Hunt eggs. Staff selected pieces that were faded or chipped and gave them a freshen up or new look and sealed them.
- With a lack of snow, Botanical Gardens and Operations staff continued invasive honeysuckle removal at Lake of the Woods. They also began timber stand improvements along high visibility corridors.
- Tyler Courson and Bruce Colravy have completed their 4 part online prescribed burn training and are registered to take part in a field burn in March.
- Michael Dale, Tyler Courson and Rusty Maulding attended 3 days of classes and a tradeshow at iLandscape in Schaumburg. The landscape industry as a whole is embracing native plants and many sessions included various approaches for incorporation of these great plants into home, commercial and municipal settings.
- Dennis Birge, Victor Yelaska and Cainan Birge attended a truck show in Peoria and brought back some great information about how to go about upgrading their driver's licenses to Class A CDL.
- Operations chipped 890 Christmas trees that were dropped off by the public to be recycled.
- Operations staff painted the Museum and Education Director's office and helped with clearing out some of the bulkier items that had outlived their usefulness.



Homer Lake (Skylar Smith)

- Operations staff hosted 8 volunteers from the Saint Joseph High School National Honors Society. The crew continued removing invasive species along the West Lake Trail.
- We executed a prescribed burn over a small section of woodland across from the playscape.
- Native seeds were sown where invasive species had been removed near the Salt Fork Center and Walnut Hill.
- A trail bridge was repaired following storm damage with the help of Jennifer Wick from the HLIC staff.
- Roy and Colton attended a week-long maintenance training at Great Lakes Park Training Institute.

- Skylar Smith and Michael Daab met with Amber Lannert of Lunatic Kayaks to discuss the upcoming rental season. Amber was excited to hear about the planned ADA improvements to the north boat ramp area for next season, and looks forward to helping more people of all abilities enjoy the lake. The agreement with Lunatic has automatically renewed for March 1st through October 31st in accordance with agreement terms.
-

Middle Fork (Matthew Kuntz)

- Willow Pond has filled up significantly thanks to the recent storms we received in the last couple of weeks. Most of our fish structures are not visible anymore, and we have seen at least a three-foot difference in elevation.
- We have started interviews for campground hosts for the upcoming summer. We have received good candidates and are looking forward to filling the positions soon.
- Staff continue to retrofit new energy efficient LED lighting where needed in our facilities.
- The Construction crew has begun the kitchen renovation project at the Activity Center. We plan on increasing user space in the kitchen with updated appliances and fixtures.
- Middle Fork staff have been able to complete several prescribed burns throughout the preserve due to the right conditions.

March 1, 2023

MEMORANDUM

To: Board of Commissioners
From: Jennifer Grove, Registrar
Mark Hanson, Curator of Collections and Exhibits
Re: Report on Completion of Museum Storage Reorganization Project



Action Required

No Action Required.

Background

Collections staff began relocating artifacts from the Sangamon River Shed to the Rankin Center in May 2022. As progress was made in summer 2022, it became apparent that approximately 105 artifacts of a smaller nature stored at Sangamon River were not appropriate for the Rankin Center storage which is dedicated for large artifact storage. To absorb these artifacts, Museum Storage (located in the main museum basement) needed to be reorganized. In addition, this reorganization would facilitate the mitigation of several collections care concerns identified in the Collections Care Plan as well as address recommendations from the fire marshal.

Project Accomplishments

1. All wood and composite shelves were removed. The room was cleaned deeply and new lights installed.
2. Adjustable wire metal rack shelving units installed parallel with sprinkler system. More space was given between rows and more space between shelving units and electrical boxes and server equipment.
3. Museum storage is now dedicated to small-medium robust items (approx. 750 artifacts).
4. All large artifacts were moved to Rankin Center. Smaller and more sensitive objects (textiles, archival material, decorative arts, glass, framed items, and leather) were moved to Expansion Storage. A total of 900 artifacts were relocated.
5. Increased available storage space in the Rankin Center.
6. Huge strides were made across the collection to store similar items and material types together.
7. Artifact preservation was greatly improved across the collection through these accomplishments.

Staff & Volunteer Involvement

Executive Director Lorrie Pearson and HR Manager Dara Edgington encouraged us to ask district staff to participate in the project. It was our goal to use this project as an opportunity to improve team building, understanding, and communication across the district.

Twenty-six staff members from outside of Collections participated and worked a combined 193 hours, 16 of those were from outside the Museum & Education Dept. An additional 4 staff members (3 outside the Dept.) signed up for a shift but were called off by Collections staff due to the project concluding ahead of schedule.

Staff were attentive, respectful, inquisitive, flexible, and were an important part in the success of the project. We believe this interdepartmental work fostered a sense of understanding and worked to improve the Museum's relationship with other departments.

In addition, seven volunteers gave 326 hours of work to this project. Special recognition is given to Ruth and Ray Landry who gave a combined 186 hours.

Collections staff greatly appreciates everyone who gave time and consideration to this project.

March 16, 2023

MEMORANDUM

To: Board of Commissioners

From: John Baker, Director of Business and Finance

Re: February Treasurer's Report

The February Treasurer's report will be available at the April 20 Board meeting instead of March 16. The loss of one full-time staff position, pressing preparations for the 2022 audit, and a delay in securing adequate temporary staff support necessitated this delay.

March 16, 2023

MEMORANDUM

To: Board of Commissioners
From: Business and Finance Section
Re: March 2023 Disbursements for Approval

Action Requested

Staff requests that the Board of Commissioners approve the payment of **\$284,016.14** in accounts payable disbursements dated February 17, 2023 through March 16, 2023.

Accounts Payable check range:	116160 through 116273
Purchasing Card check range:	P07027 through P07133

Background

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

Disbursements Breakdown	Amount
Board Approved Expenses	\$146,105.88
Delegated Insurance Expenses	\$ 48,293.28
Delegated Purchasing Card Expenses	\$ 32,559.23
Delegated Merchandise & Concession Expenses	\$ 29,090.96
Delegated Utilities Expenses	\$ 15,451.88
Expenses Under \$1,000*	\$ 12,514.91
Total Disbursements	\$284,016.14

*Includes \$875 in refunds

SUMMARY OF CHECK ACTIVITY**REGULAR BOARD MEETING**

Total Disbursements for February 17, 2023 through March 16, 2023

\$ 284,016.14**Vendor Payments Greater than \$1,000**

Check	Vendor	Amount
116195, 116219, Pcard	Birkey's - capital equipment mini excavator and utility vehicle, Middle Fork equipment supplies	\$ 95,060.41
116203	Health Alliance - Mar District employee health insurance premium	\$ 35,286.00
116170, 116192, 116216	Titleist Golf - Golf Course Pro Shop apparel, clubs, and accessories merchandise	\$ 13,653.26
116210	Park District Risk Management Association - Feb liability insurance premium	\$ 10,058.69
116200	Farnsworth Group - Kickapoo Rail Trail Ogden construction engineering	\$ 8,477.18
116261, Pcard	Rogards Office Supply - Headquarters office visitor chairs & copy paper	\$ 7,902.31
116202	Hayes & Sims Drilling - Sangamon River well pump drilling	\$ 6,262.50
116180	Harris Computer Systems - accounting software licenses annual renewal	\$ 5,159.19
116172	Ameren - Feb electric for all Lake of the Woods sites	\$ 4,648.77
116169	Progressive Propane - Feb heating fuel for all Lake of the Woods sites	\$ 4,347.42
116162, 116204	Karsten Ping Golf - Golf Course Pro Shop club merchandise	\$ 3,383.85
Pcard	Hyatt Regency - District staff lodging for IAPD conference	\$ 3,267.95
116264	Site One Landscaping - Golf Course Maintenance equipment & turf care supplies	\$ 3,135.75
116165, 116208	Mizuno Golf - Golf Course Pro Shop club merchandise	\$ 3,020.33
116213	David Sebestik - Golf Course Pro Shop Feb golf lessons & club repairs	\$ 2,922.00
116257	Napa Auto Parts - Golf Course and Lake of the Woods Maintenance equipment supplies	\$ 2,716.96
116199	Eastern Illini Electric - Feb electric for Middle Fork, Homer Lake, Sangamon River, and River View	\$ 2,689.95
116228, 116229	Standard Insurance - Mar district employee life, vision, and dental insurance premiums	\$ 2,642.89
116174, 116196, 116220	Bridgestone Golf - Golf Course Pro Shop club sleeve merchandise	\$ 2,628.97
116254, Pcard	Menards - Sangamon Residence remodel supplies, misc shop & facility supplies all sites	\$ 2,624.30
116255	Micro Systems - Mar IT support, tech equipment, laptop for Museum staff	\$ 2,498.00
116161	ClientFirst Consulting - Jan IT management assistance	\$ 2,448.75
Pcard	AHW John Deere - Middle Fork equipment supplies and parts	\$ 2,217.73
Pcard	Amazon - misc office and shop supplies for all sites	\$ 2,216.96
Pcard	Positioned LLC - District staff crisis communication training half payment	\$ 2,150.00
116183, 116225	Hornung's Pro Golf Sales - Golf Course Pro Shop accessories merchandise	\$ 1,854.10
116177	Cobra Golf - Golf Course Pro Shop apparel merchandise	\$ 1,644.10
Pcard	Home Depot Pro - Sangamon Residence plumbing & flooring supplies, other misc facility supplies	\$ 1,614.86
116263, Pcard	Rural King - various sites misc shop supplies and Natural Resources glyphosate	\$ 1,499.83
116268	Upclose Marketing - Mar Leaflet printing & mailing, Summer Camp & Program Guides, business cards, Foundation mailers	\$ 1,482.29
116164, 116205	Mediacom - Lake of the Woods Feb telephone & Mar internet	\$ 1,385.69
116186	Midwest Engineering & Testing - Willow Pond geotech engineering services	\$ 1,320.00
116160	American Manufacturing - Golf Course Pro Shop logo merchandise	\$ 1,273.22
Pcard	Uline - Museum Collections shelving units and Headquarters office supplies	\$ 1,265.70
116244	Golf Associates Advertising - Golf Course scorecards	\$ 1,221.94
116243	Heather Gillett - Mar Leaflet and Program Guide designs	\$ 1,150.00
Pcard	Golf Course Support Association - Golf Course maintenance staff annual conference registration	\$ 1,095.00
116197	Clifton Larson Allen - 2022 District audit 1st payment & tech fee	\$ 1,050.00
Total Vendor Payments Greater Than \$1,000		\$ 249,276.85

Board of Commissioners
Champaign County Forest Preserve District

Bobbie Herakovich, Treasurer

March 3, 2023

MEMORANDUM

From: Mary Beck, HR Assistant/Risk Management Coordinator

To: Board of Commissioners

Re: Resolution 2022-24, District Surplus Equipment

Action Requested

Staff requests that the Board of Commissioners approve Resolution 2023-04 designating the following items as surplus and authorizing the sale/bid/or disposal (listed below).

Background

Since August 2006 the District has sold its surplus equipment and materials through online sales. This procedure has proved very beneficial, as items not only sell quickly, but administration fees are far less than auction fees. Sales are for pick up only. Sales or donation may also be made via the Districts social media outlets. Items on the list have been replaced by newer items or are no longer being used by the District.

DEPARTMENT	EQUIPMENT	AGE	COMMENTS	PURCHASE PRICE / EST. VALUE
GC	Chipper/Shredder/Vac	25	Do Not Use	?
GC	Turf Aerator	28	Do Not Use	?
GC	Aerifier	32	Do Not Use	?
GC	Lawn Genie	30	Do Not Use	?
GC	Walk Behind Blower	28	Do Not Use	?
HL	Hustler Mower with attachments	20	Replaced	\$24,471
MU	Rugs*	?	Do Not Use	\$400
PS	Red Box Humidor	?	Do Not Use	?
PS	Black Glass Humidor	?	Do Not Use	?
PS	Fire Safe	?	Do Not Use	?
PS	Folding Chairs	?	Do Not Use	?
NR	Atomist Sprayer	?	Do Not Use	?
NR	ATV Sprayer w/tank	?	Not in working order	?
NR	Boom Sprayer	?	Not in working order	?
NR	Brushcat	24	Not in working order	\$5,000
NR	2015 Ford Tailgate	7	Do Not Use	\$290
NR	Garmin etrex legend GPS	?	Do Not Use	\$30
NR	Metal Truck Storage Box	?	Do Not Use	\$150
NR	Pressure Washer	?	Not in working order	?

*The rugs had been used at the museum at one time, and had most recently been stored in the basement at HQ. As the rugs were not part of the museum collections, and with limited storage, it was decided they should be listed as surplus. Mark Hanson was able to contact a company in Bloomington to see if they would have any interest in them. The company offered a price to take them immediately. Hansen and Pearson both felt the ease of having the rugs removed immediately and the fair price was acceptable to have them take action prior to this authorization.

**CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT
BOARD OF COMMISSIONERS**

**RESOLUTION 2023-04
Sale of District Surplus Equipment**

WHEREAS, the Champaign County Forest Preserve District in Champaign County, Illinois, is a district organized and existing under the Downstate Forest Preserve District Act of the State of Illinois, as amended; and

WHEREAS, the Champaign County Forest Preserve District shall, from time to time, designate certain vehicles, equipment, and materials as surplus and dispose of said items through public sale, bid, or disposal; and

WHEREAS, the attached list of goods, have been declared surplus, and can be offered for sale or bid to the public; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Champaign County Forest Preserve District in Champaign County, Illinois, that staff is authorized to sell the items shown on the attachment to this Resolution by a public bidding process or disposal.

ADOPTED AND APPROVED THIS 16th DAY OF March, 2023.

William Goodman, President

ATTEST:

Sarah Livesay, Secretary

(Seal)

March 16, 2023

MEMORANDUM

To: Board of Commissioners
From: Matt Kuntz, Site Superintendent, Middle Fork River Forest Preserve
Sam Ihm, Planning Assistant
Re: Middle Fork River Electric Vehicle Purchase Board Action Request

Action Requested

Staff requests the Board of Commissioners approve the bid from Bloomington-Normal Auto Mall for **Forty-Four Thousand Three Hundred Forty-Two Dollars and 26/100 Cents (\$44,342.26)** for an Electric Vehicle at Middle Fork River Forest Preserve and authorize the Executive Director to execute the contract.

Background

The 2023 Capital Equipment Budget includes \$54,000 for an Electric Truck for Middle Fork River Forest Preserve. Due to the limited availability of electric trucks, District staff expanded the search for a new vehicle to include SUVs capable of handling the work currently performed with the truck. The existing truck to be replaced is a 2008 with over 81,000 miles.

Staff included the option to accept the District's current 2008 Ford Super Duty F-250 4x4 as trade-in credit toward the purchase. Because a trade-in price was not opted in the bid results, staff will instead auction the vehicle outside of this proposed contract.

Bid Results

The Request for Bids was advertised in the News-Gazette on February 12, 2023. Staff sent the Request for Bids to 36 auto dealerships in Illinois and Indiana on Monday, February 13, 2023. Staff received one (1) sealed bid, opened Monday, February 27, 2023 at 10:00 am at Lake of the Woods Forest Preserve.

Vendor	Location	Model	Trade-in	Total Bid
Bloomington-Normal Auto Mall	Normal, IL	2022 VW ID.4 Pro	N/A	\$44,342.26

Sustainability in Purchasing

The new electric SUV replaces a 2008 truck with low gas mileage, contributing to the District's reduction of fossil fuels and expanding electric fleet.

Equity in Purchasing

Staff searched the Illinois Procurement Gateway and the City of Champaign Diversity Advancement Program for vendors but found none.

Project Funding

2023 Capital Equipment Budget for Middle Fork River Electric Truck	\$54,000.00
Vehicle Cost	\$44,342.26
2023 Capital Equipment Budget Savings	\$9,657.74

2022 Volkswagen ID.4 Pro model image



March 16, 2023

MEMORANDUM

To: Board of Commissioners
From: Sam Ihm, Planning Assistant
Rusty Maulding, Site Superintendent, Lake of the Woods Forest Preserve
Re: Electric Van Purchase Board Action Request

Action Requested

Staff requests the Board of Commissioners approve the bid from National Auto Fleet Group for **Sixty-One Thousand Two Hundred Fifty-Five Dollars and 00/100 (\$61,255.00)** for an Electric Van at Lake of the Woods Forest Preserve.

Background

The 2023 Capital Equipment budget includes \$65,000 for a new E-Transit Electric Van. National Auto Fleet Group has an awarded contract through Sourcewell, a purchasing cooperative, as a vehicle supplier.

The proposed 2023 Ford T 350 Hi-top E-Transit Cargo Van will replace a 2002 Chevrolet cargo van with 126,000 miles that was converted from use as a Construction Department vehicle. Staff will sell the cargo van once the full transition to the electric van is complete. The new vehicle, in addition to being more reliable and better fitting the needs of operations, offers safety and convenience features including additional fog lighting, a rear backup camera and non-intrusive white noise during reversing, a high-top roof for walk-in use, a floor liner for durability, and the ability to serve as both a janitorial and operational vehicle. Staff will be able to perform all routine duties within the new van's 108-mile charge range. Savings from the Capital Equipment Budget will be allocated toward charging infrastructure at Lake of the Woods' West Maintenance Building, where the vehicle can fully recharge overnight.

Bid Results

Staff requested pricing from National Auto Fleet Group via their Sourcewell awarded contract. The vendor anticipates the vehicle will be available by July 2023.

Vendor	Location	Total Bid
National Auto Fleet Group	Watsonville, CA	\$61,255.00

Procurement

Utilizing procurement administered by a cooperative vendor saves several weeks of staff time compared to the standard bid solicitation process and satisfies the requirements of CCFPD's purchasing policy. The District's 2022-23 Purchasing Policy recommends the District "economize [its] purchases and resources" including utilizing "national joint purchasing vendors that serve state and local governments" (2.7.2). The proposed vendor, Sourcewell is a cooperative designed to streamline the procurement process for public agencies and follows competitive contracting law to solicit, evaluate, and award cooperative purchasing contracts.

Sourcewell is the recommended cooperative of the Illinois Park & Recreation Association and is an approved cooperative of the State of Illinois Chief Procurement Officer for General Services.

Sourcewell satisfies CCFPD's procurement process requirements, which require that:

- *Bids are sent to local contractors:* Sourcewell advertises Requests for Proposals (RFPs) in USA Today which is distributed throughout the country, including Champaign County.
- *Public notice is given:* Sourcewell advertises RFPs for five to six weeks in print and online nationally, on their own website, on e-commerce sites, and through state procurement departments
- *A public bid opening is held:* Sourcewell conducts public openings of proposals as specified in each RFP
- *Competitive bidding process is followed:* Sourcewell follows competitive contracting law to solicit, evaluate, and award cooperative purchasing contracts for goods and services

Sustainability in Purchasing

The new electric van replaces a 2002 vehicle with low gas mileage, contributing to the District's reduction of fossil fuels and expanding electric fleet. According to the Department of Energy's Electric Drive Cost Calculator, the new van will emit over 40% less CO2 per year and fuel costs will be one-third as much compared to the existing vehicle.

Equity in Purchasing

Staff searched for vehicle sellers registered through the Illinois Procurement Gateway and the City of Champaign Diversity Advancement Program but found none.

Project Funding

2023 Capital Equipment Budget for E-Transit Electric Van	\$65,000.00
Vehicle Cost	\$61,255.00
2023 Capital Equipment Savings	\$3,745.00

2023 Ford T-350 Hi-top model image



March 16, 2023

MEMORANDUM

To: Board of Commissioners

From: Joie Torres, Superintendent of Golf
Bridgette Moen, Planning Director

Re: Approval of Bid for Lake of the Woods Golf Course Irrigation Head Replacement

Action Requested

Staff requests the Board of Commissioners approve the bid for Irrigation Head Replacement (Materials and Labor) at Lake of the Woods Golf Course from F&W Lawn Care for **Eighty-Two Thousand Five Hundred and 00/100 (\$82,500.00)**.

Background

The Lake of the Woods Golf Course irrigation system was originally installed by staff and contracted help in 1983. The current irrigation heads are prone to failure, and replacement of heads demands time, equipment, and expertise beyond what the Golf Course maintenance staff have available. The “Front 9” irrigation heads were replaced in 2022; the scope of this work is for the “Back 9” irrigation heads.

F&W Lawn Care’s LLC filing with the State is in good standing. Completion is estimated by May 1st, 2023. At the time of writing, we have received one positive reference for the company.

Bid Results

Three (3) sealed bid were opened February 28, 2023 at 9:00am with bid tabulation as shown. The request for bids was advertised in the News-Gazette on February 12, 2023.

Bidder	Location	DBE	Base Bid
Carefree Irrigation LLC	New Lenox, IL	MBE	\$170,000.00
Commercial Irrigation	East Peoria, IL	n/a	\$106,569.00
F&W Lawn Care	Bloomington, IL	n/a	\$82,500.00

Sustainability in Purchasing

The proposed replacement heads are more water efficient than the existing models.

Equity in Purchasing

Staff researched vendors registered with City of Champaign Diversity Advancement Program; none submitted a bid. Staff sent the bid advertisement to vendors registered through the Illinois Procurement Gateway, one submitted a bid, but was not the lowest bidder.

Project Funding

2023 Capital Budget	\$90,000
2023 Budget Impact	\$82,500
2023 Capital Savings	\$7,500

March 5th, 2023

MEMORANDUM

To: Board of Commissioners

From: Dara Edington, HR Manager

Re: 2023 Compensation Update: Ongoing Equity Analysis & Adjustments

Background

As part of the 2023 compensation plan, the Board approved \$100,000 to further analyze the District's pay equity and disparities in market position, and to award increases to employees whose salaries have been identified as lagging behind the twentieth percentile of market value (P20).

Update

HR is working with Rebecca Nix of the Barham Benefit Group on this important project. Rebecca is a Certified Employee Benefit Specialist (CEBS) with over 20 years' experience with benefits and compensation management, in addition to other HR functions. Rebecca is reviewing the 2021 compensation study and the work that's been up to this point, and will provide guidance on how the District can more closely tailor our compensation philosophy to our unique needs by:

1. Validating the methodology by which employees have been identified to receive an additional increase to bring them in line with P20 (as described above under Background).
2. Recommending a sound strategy for identifying and surveying comparable entities – not just those in our industry/field, but also local organizations who are our main competitors for seasonal labor.
3. Providing guidance on how heavily to weigh salary survey data against internal classification methods.
4. Recommending viable solutions for various long-standing classification issues (e.g. employees in the same title performing substantially different work, etc.).

Validating the methodology by which employees have been identified to receive an additional increase (item #1) is our first priority. The current cost estimate for these increases is \$75,753.61, leaving a projected balance of \$24,246.39. I plan to bring a precise cost estimate for Board approval to the April meeting.

March 5, 2023

MEMORANDUM

To: Board of Commissioners

From: Dara Edington, HR Manager

Re: Position Revisions/New Part-Time Position

Action Requested

Current bylaws require Board approval for new, full-time positions only and therefore approval for these changes is not required if they can be accommodated within the \$67,000 designated in the FY2023 budget for Compensation Management. As the financial impact of these changes exceeds the original amount requested by \$13,987.27, we would make up this shortfall by using a portion of the surplus funds (~\$24,246.39) from the pool allocated for ongoing pay equity and adjustments. As this is a change from what was originally approved in the personnel budget, staff would like to keep the Board apprised and welcome any feedback you may have. We would also like to be transparent about using any other surplus funds from the pay equity pool for future compensation management needs, such as increased hours for positions or to hire quality candidates.

Background

As part of the 2023 compensation plan, the Board approved a pool of \$67,000 for Compensation Management Funds to give staff flexibility to make mid-year adjustments to staffing levels and hire exceptionally skilled and experienced employees. Such mid-year adjustments were highly anticipated to be a need for the newly restructured Museum & Education (M&E) Department. M&E Department staff, now six months into the reorganization, have identified four immediate needs. Furthermore, Administrative staff have identified two staffing needs to immediately prioritize. These needs are not new, but will aid Administration in making progress on the goals outlined in the FY23 budget and for the Executive Director.

Planned Changes

All position and staffing changes have been summarized in the table below:

Position/Staffing Changes			
Change	Position	Employee Type	Annualized Impact
1. Increase hours 750 to 1296	Ed. Program Specialist I	PT1 (1296 hours)	\$ 12,360.61
2. Establish NEW position to absorb MF Activity Coordinator	Public Program Specialist	1/2 time (1040 hours)	\$ 10,914.22
3. Establish NEW position & absorb one CSRA role	Visitor Services Coordinator	3/4 time (1560 hours)	\$ 15,741.98

4. Reclass position & increase hours 750 to 1400	Custodian	PT1 (1400 hours)	\$ 16,454.19
5. Reclass Existing Position (Admin Asst)	Office Manager	FT (2080 hours)	\$ 9,139.03
6. Establish NEW position	Admin Assistant	1/2 time (1040 hours)	\$ 16,328.24
			\$ 80,938.27

Change #1: Increase hours of Education Program Specialist I from 750 to 1296

Staff plan an increase of 546 budgeted hours for the Education Program Specialist I, or an additional 10.5 hours of work per week. These additional hours will give staff the ability to:

1. Accommodate public demand for school programs and increase the number of high-quality cultural field trips offered.
2. Enrich programming by establishing more routine collaboration of environmental and cultural programming and camps.
3. Begin offering teacher workshops again as a way to train-the-trainer; due to staffing levels, these workshops have not been offered since before the COVID-19 pandemic.
4. Expand program offerings to individuals with special needs, specifically those with sensory processing sensitivities.

Change #2: Establish NEW position to replace Activity Coordinator position: Public Programs Specialist

Staff plan to create a new, part-time Public Program Specialist position to replace the part-time, seasonal role of Middle Fork Activities Coordinator. While still part-time, this new role would be year-round instead of seasonal and would support programming throughout the entire District instead of only Middle Fork. These changes will:

1. Provide crucial staffing to the Public Programs Team. This additional staffing is necessary if the team is to meet its 2023 objective to expand program opportunities throughout the District.
2. Give staff the ability to offer more inclusive programming. Welcoming new audiences requires a large investment of time and resources to cultivate quality relationships and connections. Having an additional staff member on the Public Programs Team would allow staff to devote the necessary time and resources to developing these relationships and generate attractive programming opportunities* for these new audiences.

**One example would be to expand facility open hours and/or have special visiting hours for particular audiences, such as those with mobility issues or sensory processing sensitivities.*

Change #3: Establish NEW position: Visitor Services Coordinator to replace one CSRA position

Staff plan to establish a new, $\frac{3}{4}$ time Visitor Services Coordinator to support the front-end of museum operations, especially the museum store. This new role would be open to internal staff only, meaning it will not increase the department's headcount and would provide an opportunity for advancement. In addition to overseeing visitor experience, this role would also directly supervise the Customer Service

Retail Associates. These duties are currently under the purview of the Public Programs Manager and indeed are a continuation of duties he held in his previous role. Therefore, reassigning these responsibilities to a new Visitor Services Coordinator will:

1. Allow the Public Programs Manager to focus on managerial-level responsibilities and more thoroughly oversee the entirety of the Public Programs Team and expand programming as has been requested.
2. Increase safety and security for patrons, staff, collections, and exhibits. This is especially crucial as program attendance numbers continue to rise following the height of the pandemic and upon the opening of the new greenhouse.
3. Give staff flexibility to conduct a more thorough evaluation of the visitor experience at the museum. The same/similar evaluation measures could then be applied to the current interpretive center in preparation for the new nature center.

Change #4: Reclassify the Custodian position and increase hours from 750 to 1400.

Staff plan to reclassify the Custodian role and increase its budgeted hours by 650 annually, for an additional 12.5 hours per week. The museum's facility needs outpace and go beyond the custodian position's qualifications and responsibilities. While the Custodian has always been responsible for cleaning, historically it has been the museum director who's been responsible for managing facility maintenance and repair. Since the previous director stepped down in the summer of 2022, the Curator of Collections & Exhibits has taken up this responsibility. The museum's complex network of systems require routine inspection, maintenance, and constant repair, nearly making this responsibility a full-time job in and of itself.

Whereas the museum has the Custodian role, Interpretive center staff have *no custodial support at all*. Interpretive center staff clean the building themselves and must rely on Homer Lake Ops for immediate maintenance support.

Ergo, granting this request will:

1. Allow for custodian and maintenance support at the interpretive center, thereby freeing interpretive center staff to achieve strategic objectives (such as expanding programming to new audiences).
2. Enable more robust coordination of systems maintenance, inspections, and repair, such HVAC, security, sprinkler pump, elevators, and automatic doors.
3. Provide better support and facilities stewardship for both the museum and interpretive center.
4. Relieve the department managerial staff's workload, allowing them to remain in supervisory roles and more efficiently and effectively execute their primary responsibilities.

Change #5: Reclassify Administrative Assistant as Office Manager

District Headquarters has never had a designated Office Manager. Instead, administrative staff have always worn multiple hats, going above and beyond the scope of their job descriptions to maintain smooth operations and complete vital, albeit miscellaneous, tasks. Much of this miscellaneous work is performed by the HR Assistant/Risk Management Coordinator, which leaves limited time to support actual HR and Risk Management functions. Therefore, staff plan to reclassify the Administrative Assistant as the Office Manager role, which will oversee this miscellaneous work. Reclassifying the position accordingly will:

1. Allow other administrative staff, especially the HR Assistant/Risk Management Coordinator, to focus on duties within the scope of their role and accomplish strategic objectives.
2. Increase safety and security throughout the District.
3. Enable staff to streamline processes and increase efficiencies.
4. Provides an opportunity for growth.

Change #6: Establish NEW position: Administrative Assistant

Staff plan to establish a new, part-time Administrative Assistant. In addition to providing phone coverage and supporting facility rentals, this role would also provide much-needed assistance to the Executive Director. Establishing this position will:

1. Enable staff to streamline processes and increase efficiencies, as well as maintain those efficiencies.
2. Decrease the time the Executive Director spends coordinating calendars and logistics, freeing her to focus on work that enriches the District and brings the highest value to the community we serve.
3. Provide an opportunity to train the new assistant on the board meeting process and packet creation. This will ensure a seamless transition when the HR Assistant/Risk Management Coordinator retires.

March 9, 2023

MEMORANDUM

To: Board of Commissioners

From: Lisa Sprinkle, Marketing Manager

Re: Freedom Fest 2023 Update

Background

This is to provide an update on Board guidance given in October 2022.

Freedom Fest 2023 Update

- Committee member Jason Enos recruited for new committee members at the Mahomet Area Chamber of Commerce November lunch. He received no interest.
- Jessica Hanson with The Main Scoop has joined the committee after Lorrie contacted her.
- Sponsorship packages were doubled in prices from 2022.
 - 314 sponsorship letters were mailed in January.
 - In 2022, 93 sponsorship letters were mailed
 - We purchased the Champaign County Chamber of Commerce member list
 - 13 sponsors for a total of \$3,400 have been received as of March 9. Nine Roman Candle (\$300); 5 Bottle Rocket (\$175)
 - In 2022, we had a total of 14 sponsors for \$4,625
- 20 food trucks were invited to be vendors.
 - 5 vendors are signed up as of March 9. Total of \$500.
 - In 2022, 10 food trucks were invited with 3 vendors for total of \$150
- In 2022 we paid \$13,000 for fireworks
 - Expect a 10-15% increase in cost for 2023 for fireworks and increases for other services such as port-a-johns
- In 2022, direct expenses for Freedom Fest were \$17,821. With inflation, we are estimating 2023 Freedom Fest to cost up to \$22,000 in direct expenses. We have approximately \$6,900 in the Freedom Fest account. To break even for this year and zero out the account, we will still need to raise an additional \$6,200 in sponsorships and hope that we have \$5,000 in gate sales.
- Staff requests the Board help follow up with the attached list of potential sponsors over the next two weeks to help raise the needed sponsorship dollars. If \$6,200 more is not raised by April 12, we will ask the Board at its April 20 meeting to discuss from where staff should draw to cover the shortfall. We will also ask at that meeting if we may declare 2023 as the last year for Freedom Fest so that we can turn our attention to planning other special events that will appeal to our patrons that are less of a financial and environmental burden on the District.
- If \$6,200 is raised in sponsorships prior to the next meeting, we will likely be able to cover this year's direct expenses, but will not have any seed money for an event in 2024 should one be held. We would therefore need to raise even more additional sponsorship funds and consider increasing gate fees.

Attachments:

1. List of potential sponsors
2. Sponsorship packet

BUSINESS	NAME	FIRST NAME	MAILING ADDRESS	ADDRESS 2	CITY	ST	ZIP	PHONE	EMAIL
217 Inc	Chandra Strowmatt	Chandra	807 Dennison Dr		Champaign	IL	61820	(217) 281-1650	chandra@217inc.com
A & R Electric	Rob Vermillion	Rob	2301 Fogel Rd.		Mahomet	IL	61853		
A.J. 's Wine & Spirits	Jawinkumar Patel	Jawinkumar	604 E Main St Ste A		Mahomet	IL	61853	(217) 590-4102	Jalvinpatel84@gmail.com
Adams Outdoor Advertising	Josh Henson	Josh	1711 Dobbins Dr		Champaign	IL	61821	(217) 352-4460	jhenson@adamsoutdoor.com
Alexander's Prime Time Seasonings	Terrence Alexander	Terrance	1202 Alydar		Mahomet	IL	61853	(217) 493-8774	tlam5326@gmail.com
All About Animals Pet Clinic	Joella Koss	Joella	305 S. Prairieview		Mahomet	IL	61853	(217)586-4477	drjoellakoss@dvm.com
Allstate Insurance - Kelsey Palmer	Kelsey Palmer	Kelsey	609 N Dianne Ln. Unit B		Mahomet	IL	61853	(217) 205-5101	kelseypalmer@allstate.com
Alto Vineyards Champaign	Jim Dubnicek	Jim	4210 N Duncan Rd		Champaign	IL	61822	(217) 356-4784	AltoVineyardsWinery@gmail.com
Ameren Illinois	Karly Combest	Karley	1112 W Anthony Dr		Urbana	IL	61802	(800) 755-5000	kcombest@ameren.com
America Family Insurance	Tricia Schell	Tricia	501 E Oak St STE B		Mahomet	IL	61853	(217) 586-4090	tschell@amfam.com
America Legion Post 1015	Roger Loyd	Roger	412 E Main St		Mahomet	IL	61853	(217) 473-4579	loyd.roger@yahoo.com
American Deck & Sunroom	John Weldon	John	3004 Timberline Dr		Champaign	IL	61822	(217) 621-2849	johnaweldonjr@att.net
Andrew White Dentistry	Andrew White	Andrew	1112 Broadmoor Dr		Champaign	IL	61821	(217) 586-3586	andrewscottwhite54@gmail.com
Apollo Mart/Shell	Jimmy Cadman	Jimmy	203 N. Lombard St.		Mahomet	IL	61853		
Area Garbage Service	Bud Boller	Bud	PO Box 408		Mahomet	IL	61853	(217) 586-4085	c.boller@frontier.com
ATSi Accounting Plus Tax Solutions, Inc	Heather Johnson	Heather	2404 Windsor Place, Suite A		Champaign	IL	61820		
Autotown Inc	Ben Dyer	Ben	1200 W Bloomington Rd		Champaign	IL	61821	(217) 359-7900	ben@autotownonline.com
Awards Limited	Glenn Johnson	Glenn	10 Henson Pl Suite 5		Champaign	IL	61820	(217) 352-6378	email@awardsltd.com
Banko Overhead Doors	Keven McClure	Keven	214 S. Lake of the Woods Rd.		Mahomet	IL	61853		
Berns, Clancy & Associates, P.C.			P.O. Box 755	405 E Main St.	Urbana	IL	61803	(217) 384-1144	iberns@bernsclancy.com
BKB Engineering	Bryan Bradshaw	Bryan	301 N Neil St STE 400		Champaign	IL	61820	(217) 531-2971	bbradshaw@bkbeng.com
Blair-Owens Funeral Home	Jay Yost	Jay	102 E Dunbar St		Mahomet	IL	61853	(217) 586-4916	owensfuneralhome@sbcglobal.net
BluSky Restoration Contractors	Scott Reynolds	Scott	807 W Oak St		Mahomet	IL	61853	(217) 685-2822	scott.reynolds@goblusky.com
Brian Paragi, Advisor - Prudential Advisors	Brian Paragi	Brian	2305 Village Green Place Ste A		Champaign	IL	61822	(217) 974-7790	brian.Paragi@Prudential.com
Bridal Brook Assisted Living	Ashlie Velazquez	Ashlie	1505 Patton Dr		Mahomet	IL	61853	(217) 586-3200	waterfordsales@tutera.com
Briella's Boutique, Inc.	Elaine Remole	Elaine	804 Eastwood Dr		Mahomet	IL	61853	(217) 590-0274	briellas.boutique@yahoo.com
Brien's Bistro Food Truck	Brian Hawkins	Brian	1103 Pin Oak Dr.		Mahomet	IL	61853	(217) 331-6334	briensbistro@gmail.com
Broeren Russo Builders, Inc.	Michael Hernandez	Michael	602 N Country Fair Dr A		Champaign	IL	61821	(217) 352-4232	mhernandez@broeren-russo.com
Bulldog Automotive	Scott Miller	Scott	1006 E. McDougal Rd.		Mahomet	IL	61853	(217) 586-2277	samiller.2000@gmail.com
Bulldog Ice LLC dba Twice The Ice	Daren Prather	Daren	1702 S Southfield Rd		Mahomet	IL	61853	(217) 840-8723	dprather87@gmail.com
Bulldog Storage	Chad Sieben	Chad	2003 E Clark St		Mahomet	IL	61853	(217) 586-7800	management@bulldogstoragemahomet.com
Burgwald Eye Center	Dr. Erik Burgwald, O.D.	Dr. Burgwald	417 E. Main St.		Mahomet	IL	61853	(217) 586-1726	burgwaldeyecenter@frontier.com
Busey Bank Mahomet	Beth Dillman	Beth	P.O. Box 260	312 E Main St	Mahomet	IL	61853	(217) 586-4981	beth.dillman@busey.com
Busy Bulldogs Preschool & Childcare Center, LLC	Maria Rasche	Maria	1204 E Oak St		Mahomet	IL	61853	(217) 590-0953	busybulldogs217@gmail.com
Campus Ink	Lindsay Quick	Lindsay	1201 W Kenyon Rd		Urbana	IL	61801	(217) 344-0944	lindsay@campus.ink
Candlewood Estates	Kim Wygant	Kim	808 N Prairieview Rd		Mahomet	IL	61853	(217) 586-4937	ewe1@mediacombb.net
Carle Mahomet	Peggy Zimmerman	Peggy	1001 Heather Dr		Mahomet	IL	61853	(217) 586-8400	peggy.zimmerman@carle.com
Casey's General Store	Christina Hunter	Christina	102 S Prairie View Rd		Mahomet	IL	61853	(217) 586-6579	christina.hunter@caseys.com
Castle Home Comfort Heating & Cooling	Jeff Kenyon	Jeff	2100 S Neil St		Champaign	IL	61820	(217) 352-2800	jeffk@castlehomecomfort.com
CCG	Jason Free	Jason	601 N Country Fair Dr		Champaign	IL	61821	(888) 799-7249	jfree@pavlovmedia.com
Champaign County Chamber of Commerce	Laura Weis	Laura	303 W Kirby Ave		Champaign	IL	61820	(217) 359-1791	lauraw@champaigncounty.org
Champaign Multimedia Group	Grant Thompson	Grant	P.O. Box 677		Champaign	IL	61824	(217) 393-8281	gthompson@wdws.com
Champaign Sportsmans Club	Darrel Ruch	Darrel	P.O. Box 231		Mahomet	IL	61853	(217) 586-9951	
Charles Schwab	Matt Endsley	Matt	2219 S. Neil Street		Champaign	IL	61820	(217) 689-4767	matt.endsley@schwab.com
Chester's/CHOP Truck	Justin Taylor	Justin	101 N Lombard		Mahomet	IL	61853	(217) 800-2302	jtaylor@jtwalkers.com
Chophouse on Main			401 E Main		Mahomet	IL	61853	(217) 250-2237	chophouseonmain@gmail.com
Christie Clinic	Christie	Christie	1001 Commercial Dr		Mahomet	IL	61853	(217) 586-6600	christiec@christiedclinic.com
Chunky Wedge Golf	Christian Schrader	Christian	609 W Main		Mahomet	IL	61853	(615) 289-5406	chunkywedgegolf@gmail.com

CIRBN, LLC	Mark DeKeersgieter	Mark	200 W Front St		Bloomington	IL	61701 (309) 820-7321	markd@cirbn.org
Clanin Marketing	Anne Matalonis	Anne	348 N Neil St		Champaign	IL	61820 (217) 402-8077	anne@claninmarketing.com
Classic Plumbing Systems, Inc.	Timothy Culver	Timothy	1214 N Lombard St		Mahomet	IL	61853 (217) 586-7473	plumbertim.oncall@gmail.com
Coldwell Banker Devonshire Realty	Betty Gauze	Betty	PO Box 140	201 W Springfield Ave	Champaign	IL	61821 (217) 352-7712	
Coldwell Banker The Real Estate Group	Diana Foltz	Diana	1608 Broadmoor Dr		Champaign	IL	61821 (217) 351-1988	dianasjuts@gmail.com
Company 421, LLC	Hillary Isaksen	Hillary	Company 421, LLC		Mahomet	IL	61853 (217) 840-7028	hillary@hr-events-inc.com
Copper Creek Contractors	Jeremy Janes	Jeremy	202 W. Oak St		Mahomet	IL	61853 (217) 586-9016	coppercreek217@gmail.com
Core Concept Landscapes	Brennen Shobe	Brennen	PO Box 224		Mansfield	IL	61854 (217) 898-1557	Cconceptlandscapes@gmail.com
Costco	Dawnielle Anderson	Dawnielle	2002 N. NEIL ST		Champaign	IL	61820 (217) 600-6557	w01384mk03@costco.com
Country Companies	Arron Wheeler	Arron	106 W Sangamon		Mahomet	IL	61853	
Country Insurance - Kolby Jackson	Kolby Jackson	Kolby	408 E Oak St		Mahomet	IL	61853 (217) 586-5030	kolby.jackson@countryfinancial.com
Crowridge Farm Ice Cream	RaeAnn Maupin	RaeAnn	201 E State St		Paxton	IL	60957 (217) 749-2261	raeannmaupin@yahoo.com
Culligan of Champaign County	Kortney Tarvin Erbes	Kortney	101 E Sangamon		Mahomet	IL	61853 (217) 294-6065	ktarvinerbes@culliganbloomington.com
Curtis Orchard	Rachel Coventry	Rachel	3902 S Duncan Rd		Champaign	IL	61822	
Custom Pools	Chad Coit	Chad	P.O. Box 316		Mahomet	IL	61853 (217) 493-9699	chad@custompoolsmahomet.com
D 1 Networks	Jared Sanders	Jared	2626 Midwest Ct		Champaign	IL	61822 (855) 836-6363	jared@d1networks-inc.com
Dairy Queen	Teresa	Teresa	601 E Oak		Mahomet	IL	61853 (217) 586-4061	
Galen L Dale DDS	Galen Dale	Dr. Dale	1504 Patton Dr.		Mahomet	IL	61853 (217) 586-4922	
Dan Caulkins	Dan Caulkins	Dan	715 W. Imboden Drive		Decatur	IL	62521 (217) 855-1876	
Darwyn Boston State Farm Insurance	Darwyn Boston	Darwyn	601 E Main St. Ste 103		Mahomet	IL	61853 (217) 586-4352	darwyn@darwynboston.com
Dave Parsons Electric	Dave Parsons	Dave	159 Lake Rd		Seymour	IL	61875 (217) 202-6037	dave@daveparsonselectric.com
Diamond Nails			703 E. Eastwood Center Ste F		Mahomet	IL	61853 (217) 586-6633	
DJ's Drycleaners	DJ Boykin	DJ	503 S Division St		Mahomet	IL	61853 (217) 590-6400	djsdrycleanersmahomet@gmail.com
Domino's Pizza	Caleb Wright	Caleb	P.O. Box 1006	205 N Lombard	Mahomet	IL	61853 (217) 586-1600	wright.emersonmaker@gmail.com
Dr. David Noh	David Noh	David	200 Eastwood Dr		Mahomet	IL	61853 (217) 586-5667	drdavidnoh@gmail.com
Dr. Jeffrey Frerichs, DDS	Lisa Frerichs	Lisa	2301 Village Green Pl Ste A		Champaign	IL	61822 (217) 621-7804	jlfrerichs@comcast.net
Eastwood Plaza	Mark Kesler	Mark	703 Eastwood Center Dr		Mahomet	IL	61853 (217) 649-6508	mkesler@parkland.edu
EcoWater of Urbana	Keith Jamieson	Keith	1302 N Lincoln Ave		Urbana	IL	61801 (217) 367-7112	keith@ecowater-urbana.com
Edelman Electric, Plumbing, Heating, & Cooling	Kristin Lilly	Kristin	3302 N Mattis Ave		Champaign	IL	61822 (217) 403-9663	kristin.lilly@edelmaninc.com
Edward Jones	Mike Kessel	Mike	1701 Broadmoor Dr., Ste 110		Champaign	IL	61821 (217) 352-0117	mike.kessel@edwardjones.com
Edward Jones-Jared Lyons	Jared Lyons	Jared	1002 Churchill Rd Suite 3		Mahomet	IL	61853 (217) 586-7085	jared.lyons@edwardjones.com
Evergreen Place Assisted Living	Sandra Hockman	Sandra	4114 W Springfield Ave		Champaign	IL	61822 (217) 530-4300	Shockman@heritageofcare.com
Fairlawn Real Estate	Tara Patton	Tara	2500 Galen Dr UNIT 10		Champaign	IL	61822 (217) 239-4300	tpatton@fairlawnre.com
Family First Advocacy, NFP	Katrina Roberts	Katrina	806 Edgewood Dr,		Mahomet	IL	61853 (217) 898-1058	kroberts@familyfirstcommunity.org
Farm Credit Illinois	Greg Peterson	Greg	1100 Farm Credit Dr		Mahomet	IL	61853 (217) 590-2200	greg.peterson@farmcredital.com
Farmers Insurance - The Janie Hawn Agency	Janie Hawn	Janie	106 W Sangamon St		Mahomet	IL	61853 (217) 559-1776	jhawn@farmersagent.com
Farnsworth Group	Matt Davidson	Matt	2211 W Bradley Ave		Champaign	IL	61821 (217) 352-7408	mdavidson@f-w.com
Securitas Electronic Security	John Bridgman	John	201 W. University Ave.		Champaign	IL	61820 (217) 403-6444	
Feldkamp's Towing	Taylor Feldkamp	Taylor	905 Ward St.		Urbana	IL	61802 (217) 367-7888	taylorfeldkamp47@yahoo.com
Feldkamp's West	Taylor Feldkamp	Taylor	209 N Prairie View Rd		Mahomet	IL	61853 (217) 586-2729	taylorfeldkamp47@yahoo.com
Filippo's Pizza	Jerry & Brigi Paris	Jerry & Brigi	2012B Tin Cup Rd		Mahomet	IL	61853 (217) 586-4657	
First Baptist Church of Mahomet	Brian Romanowski	Brian	402 S Elm St		Mahomet	IL	61853 (217) 586-3304	fbcmahomet@gmail.com
First Financial Bank	Brandi McCoy	Brandi	P.O. Box 1061		Mahomet	IL	61853 (217) 586-5322	bmccoy@first-online.com
First Mid Bank & Trust	Kristen Hardy	Kristen	PO Box 619	502 E. Oak St.	Mahomet	IL	61853 (217) 318-3750	khardy@firstmid.com
First State Bank of Forrest	Nick Schneider	Nick	1004 Purnell Dr		Mahomet	IL	61853 (217) 590-1010	nschneider@fsbforrest.com
Fisher National Bank of Mahomet	Ryan Heiser	Ryan	1501 E. Oak St.		Mahomet	IL	61853 (217) 586-1136	rheiser@fishernational.com
Fitness Premier Mahomet	Alexis Knake	Alexis	1706 Patton Dr		Mahomet	IL	61853 (217) 850-1021	aknake@fitnesspremierclubs.com
Flora Design Studio	Julie Odum	Julie	202 N. East Street		Mahomet	IL	61853 (217) 590-0581	info@floradesignstudio.com
Flour & Fire Pizza	Michael Youmans	Michael	2317 Joseph St		Champaign	IL	61822 (217) 621-6302	ffirepizza@gmail.com

Freedom Fest

January 13, 2023

Dear Freedom Fest community members,

Planning for Freedom Fest 2023 has begun and we hope that you will consider joining us as a sponsor!

Again, this year we'll be holding our event prior to the holiday on **Friday, June 30, 2023**. By holding Freedom Fest early, we hope it encourages people to attend more than one fireworks display over the holiday weekend.

In past years over 4,500 people come out to enjoy the fireworks at Lake of the Woods Forest Preserve and we expect this year will probably be no different! We will have music from 4-9 p.m. prior to the fireworks show which will take place at 9:15 p.m.

We offer several levels of sponsorship packages which include numerous benefits that can help get your company's name out to this crowd. Our packages range from the \$175 "*Bottle Rocket*" level to the \$1,500 "*Grand Finale*" level. There is a level for any who would like to help us celebrate our freedom. For further details on the levels and how to submit your sponsorship donation, please see the enclosed form.



In addition to monetary donations, please consider volunteering your time as a gate or parking attendant during the event. We'll have two shifts, 4-6:30 p.m. and 6:30-9 pm. Your help is needed and highly appreciated as we want to ensure a safe and fun event for everyone in attendance. Please contact Sue Gallo, volunteer@ccfpd.org or call 217-586-3360 to sign up for a volunteer spot!

We look forward to working with you and hope to see you on **June 30th** to help us "*Light up the Lake*", during Freedom Fest 2023.

Thank you,
The CCFPD Freedom Fest Committee



2023 SPONSORSHIP

Bottle Rocket Level - \$175 donation

- Sparkler Level recognition (above) AND
- Freedom Fest window cling to display at my business
- Four individual passes for free admission to Freedom Fest

Roman Candle Level - \$300 donation

- Bottle Rock Level recognition (above) AND
- A sign at a golf hole for four days (July 1st-4th), recognizing my business
- \$25 credit at the Lake of the Woods Golf Course Pro Shop
- Recognition on a poster at the golf course the entire season
- Recognition on the event sponsor board
- Recognition by the emcee at Freedom Fest throughout the evening
- Recognition in a Thank You newspaper ad published after the event

Cracklin' Delight - \$750 donation

- Roman Candle Level recognition (above) AND
- An additional \$50 credit (for a total of \$75) at the Lake of the Woods Golf Course Pro Shop **OR**
One hour of group pedal boat rental
 - Group pedal boat rental Monday-Friday only, Memorial Day-Labor Day. Must call CCFPD Headquarters at least 2 weeks in advance to schedule rental.

Grand Finale Level - \$1500+ donation

- Roman Candle Level recognition (above) AND
- Four additional individual passes (for a total of 8) for free admission to Freedom Fest
- An additional \$75 credit (for a total of \$100) at the Lake of the Woods Golf Course Pro Shop **OR**
- \$100 credit towards a facility rental at Lake of the Woods, Homer Lake, or Middle Fork
 - Must call CCFPD Headquarters at least one month in advance to schedule rental.

Website _____

Checks should be made payable to "CCFPD" and may be sent to:

Champaign County Forest Preserve District

Attention: Freedom Fest Committee

PO Box 1040

Mahomet, IL 61853