

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. SELECTION OF OFFICERS
- V. COMMITTEE APPOINTMENTS
- VI. APPROVAL OF CONSENT AGENDA (Items A through F)
 - A. Minutes of Regular Meeting on June 15, 2023
 - B. Monthly Staff Reports
 - C. Quarter 2 -2023 Strategic Outcomes and Actions Report
 - D. June Treasurers Report
 - E. Disbursements for Approval
 - F. Approve Purchase of Vehicle – Middle Fork
- VII. FOREST PRESERVE FRIENDS FOUNDATION REPORT
- VIII. CITIZENS ADVISORY COMMITTEE REPORT
- IX. COMMISSIONERS’ REPORT
 - A. Commissioner Comments
- X. STAFF REPORTS
 - A. Executive Director Announcements
 - B. Comprehensive Plan Recommendations Update
- XI. OLD BUSINESS
- XII. NEW BUSINESS
 - A. Approve Purchase of Vehicle – Lake of the Woods
 - B. Approve Roof Replacement Quote– Museum Annex
 - C. Approve Contract Extension with GovTemps USA, LLC for Temporary Finance Professional
- XIII. DISCUSSION ITEMS
 - A. KRT Department of Commerce and Economic Opportunity Update
- XIV. ADJOURNMENT

Journal of Proceedings
REGULAR MEETING – BOARD OF COMMISSIONERS
June 15, 2023, 6:00 pm,
Salt Fork Center, Homer Lake Forest Preserve, Homer, IL

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting on Thursday, June 15, 2023, at the Salt Fork Center, Homer Lake Forest Preserve, Homer, IL. Commissioner Goodman called the Regular Meeting to order at 6:04 p.m. Commissioner Livesay called the roll. The following Commissioners were present: Goodman, Herakovich, and Livesay. Commissioner Hundley and Kerins were absent with notice.

REMOTE ATTENDANCE – None

PUBLIC COMMENT – None

AGENDA MODIFICATIONS - None

APPROVAL OF CONSENT AGENDA

- A. Minutes of Regular Meeting on May 18, 2023**
- B. Minutes of Executive Session on May 18, 2023**
- C. Monthly Staff Reports**
- D. May Treasurers Report**
- E. Disbursements for Approval**

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

COMMISSIONERS REPORT

A. Forest Preserve Friends Foundation

Livesay noted she was unable to attend the last meeting, but Commissioners Kerins was able to attend in her place. Pearson reported they finalized endowment setup with Bank Champaign

B. Citizens Advisory Committee – Did not meet

C. Commissioner Comments

Commissioners cited the following items from staff reports and observations:

- Staff collaboration
- Freedom Fest Finale announcement
- Summer concerts
- Golf programming
- Volunteer recognition
- Visitation numbers
- Investment information provided
- Facilities database

Regular Meeting

June 15, 2023

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- David Monk (Heartland Pathways non-profit organization) memorial bench on the KRT dedication
- Fisherman's Shelter
- Recycling of the Greenhouse materials
- Pearson's efforts sharing the 75th Anniversary information

Commissioners also noted thanks to staff for their work, great staff report information, and for so quickly responding to the concerns of a patron that attended last month's meeting to speak on concerns at River Bend Forest Preserve.

Livesay also noted she would like to see the museum website, as the Education and Museum are now under one category, to speak not only of the museum, but the Interpretive Center as well.

Commissioner Livesay lastly offered thanks to fellow commissioners current and past; District staff, and her family for her past 10-years on the CCFPD Board. Livesay said she will always be a friend of the CCFPD and always be a supporter of the District.

STAFF REPORTS

A. Executive Director Announcements – Pearson noted thanks to Mike Daab, Deputy Director, for his work streamlining and combining the District budget process to align with the strategic plan. Pearson also thanked staff for their work on creating the 75th Anniversary exhibit at the museum and noted the upcoming Pedal the Preserves activity, and reported Museum and Education Director, Kamryn Suttinger, had started with the District today!

Mike Daab noted District trails will be soon available on the Prairie State Conservation Coalition App.

OLD BUSINESS - None

NEW BUSINESS

A. Approve Pro Shop/Clubhouse HVAC Quote

Commissioner Herakovich moved the Board approve the bid alternate #3 for HVAC (Materials and Installation) at Lake of the Woods Golf Course from Fred's Plumbing and Heating for Forty-Two Thousand Three Hundred Sixty-Four and 00/100 (\$42,364.00) 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, and Livesay.

Regular Meeting

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B. Resolution 2023-07 Honoring Commissioner Sarah Livesay

Commissioner Herakovich moved approval of Resolution 2023-07 Honoring Commissioner Sarah Livesay. Commissioner Goodman seconded. Herakovich read the resolution.

Commissioners Goodman and Herakovich thanked Livesay for her work on the Board. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, and Livesay.

EXECUTIVE SESSION - None

MEETING ADJOURNMENT

Commissioner Herakovich made a motion to adjourn the Regular Meeting at 6:33 pm. Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, and Livesay.

Wendy Hundley, Assistant Secretary/Treasurer
Board of Commissioners
Champaign County Forest Preserve District

July 13, 2023

Memorandum

To: Board of Commissioners

From: Nina Carmichael, Leadership in Conservation Fellow

Re: July staff reports

Executive Management (Lorrie Pearson, Michael Daab)

- Skylar, Rusty, Peter, Lisa, Kamryn, Mike, and Lorrie attended the Special Park District Forum, where the Lake County Forest Preserve District presented their strategies for success in all departments and toured us around many of their preserves and facilities. SPDF was a fantastic opportunity to collaborate and share the experience with many other senior staff.
- Lorrie presented to the Savoy Rotary Club.
- Staff participated in interviews for the Human Resources Manager and Construction Worker II open positions. We are happy to announce the hire of Kathryn Glenn as Human Resources Manager (start date of August 2nd), and the transfer of Tammy Fry from Lake of the Woods Assistant Site Superintendent to the Construction Department as a Construction Worker II (effective July 10th). In other personnel news, Justin Fullenkamp has accepted a promotion from to Construction Worker III, with additional supervisory, training, and public interaction duties.
- Mike met with Jarrod Scheunemann with Champaign Park District to discuss Information Technology support, security, and more, in order to stay current with our local partners and our best management practices.
- The severe storms on June 29th necessitated much cleanup and coordination in regard to power, internet, and phone outages and messages to the public regarding open hours, camps, and events. We appreciate that staff communicated clearly through this time, worked long hours through scheduled vacations and holiday time off, and helped us quickly and safely provide safe outdoor space for the public.

CCFPD Fellow (Nina Carmichael)

- Completed the Diversifying Conservation with Indigenous Perspectives provided by the Morton Arboretum a member of the Volunteer Stewardship Network (VSN) of The Nature Conservancy and Effective Supervisory Skill Building training through the International City/County Management Association.
- Attended IDNR Illinois wild Mammals training which introduced how to use Illinois' wild mammals as a topic to support the teaching of several of the Illinois Early Learning and Development Standards for Science and Next Generation Science Standards by formal and non-formal educators such as interpreters.
- Attended IAPD's webinar entitled, Our Local Government Efficiency Committee which provided an overview of expectations, requirements, and suggestions along with helpful resources to utilize to streamline the process as I staff our own efficiency committee.

Planning and Construction (Bridgette Moen)

- Construction installed a pergola, small shelter, and café style furniture in the enabling garden of the Botanical Garden at Lake of the Woods.
- Construction completed the installation of the replacement Fishermans' Shelter at Lake of the Woods and the Pollinator Point Shelter at Homer Lake, which replaced the Observation Deck.



- Mike Fry repaired the Covered Bridge following damage from a motorist.
- Construction repaired a water line near the Rayburn-Purnell Restrooms at Lake of the Woods.
- The Illinois Department of Resources is accepting applications for the Open Space Land Acquisition and Develop (OSLAD) grant program. Staff are not planning to submit an application in order to prevent competing for match funding fundraising efforts for the nature center.
- Oil and chip work is complete at Lake of the Woods. The parking lot at Buffalo Trace has been sealed and striped. Sealing at the Golf Course parking lot is underway.



- The new small projects tracking system has helped with tracking non-capital staff requests. Of the 35 submitted, 10 are complete, 8 have been flagged as potential future capital projects, and 17 are active.
- Sam completed the first portion of the National Green Infrastructure Certification Program curriculum. Topics included an introduction to the practice of green infrastructure and materials used. The rest of the online curriculum covers more specific practices, plus the management, inspection, and maintenance of green infrastructure projects. Sam will attend live online classes in early August before taking a certification exam at the end of August.
- Work on the facility inventory is progressing, excerpt below.



Facility Roofs for 2024 CCFPD Budget

Thursday, June 29, 2023

5:05:09 PM

Preserve	Facility	Square Footage	Existing Material	Year Installed	Ideal Replacement
Homer Lake Forest Preserve	Oak Ridge Shelter West	200	Steel	1970	2010
	Salt Fork Center	2900	Asphalt Shingle	1997	2017
	North Boat Ramp Restroom	150	Asphalt Shingle	1997	2017
	Residence	3000	Asphalt Shingle	2000	2020
	Maple Grove Restroom	280	Asphalt Shingle	2000	2020
	Maintenance Facility	6800	Steel	2001	2041
	Oak Ridge Restroom	200	Asphalt Shingle	2009	2029
	Natural Playscape Treehouse	100	Cedar Shake	2011	2031
	Oak Ridge Shelter East	200	Steel	2019	2059
	Interpretive Center	2500	Asphalt Shingle	2019	2039
	Walnut Hill Shelter	1800	Steel	2021	2061
	Pollinator Point Shelter	640	Steel	2023	2063

Q2 Planning and Construction Update 2023.07.20 Capital Projects

Site	Projects	% Complete	Timing	Labor Type	Budget	Current Notes
HQ	Basement Offices and Computer Room	100	Q1	In House	\$87,680	ADA lift operational
GC	Irrigation Bid Back 9	15	Q1	Contractor	\$90,000	Approved in March; To be completed in fall
BG	Enabling Garden Shade Sails and Planters	90	Q1	In House	\$25,000	Pergola and shelter installed, shade to be installed
SR	Residence Upgrades	95	Q1	In House	\$40,000	Staff have moved in
KRT	Ogden Construction	98	Q1	Contractor	\$296,691	Waiting on final billing (testing is remaining)
BG	Replace Remaining Gravel Walks	100	Q1	Contractor	\$7,757	
MF	Shower House updates	100	Q1	In House	\$12,000	
GC	Cart Path Improvements/Expansion	25	Q1&Q4	In House	\$25,000	
RB	Sidewalk Repairs & Adjustments	0	Q2	Contractor	\$10,000	
LOW	Sealcoat	90	Q2	Contractor	\$275,000	Oil/Chip complete, asphalt seal underway
HL	Observation Deck Shelter Replacement	100	Q2	In House	\$15,000	
LOW	Replace Fisherman's Shelter	100	Q2	In House	\$5,000	
MF	Activity Center Kitchen	100	Q2	In House	\$16,000	
MF	Willow Pond Restoration	100	Q2	In House	\$7,000	
LOW	Replace West Maintenance Building Roof	50	Q2-Q3	In House	\$15,000	
KRT	St Joe - Ogden	5	Q2-Q4	Contractor	\$2,780,166	Drafts of Owners' rep rfq, press release, are complete
MF	Dark Skies Trail	5	Q2-Q4	Contractor/ IH	\$588,000	Finalizing revised drawings
BG	Replace Greenhouse and Restrooms	10	Q2-Q4	Contractor	\$750,000	Architect has provided concepts for review
GC	Automated Gate at Entrance	0	Q3	Contractor	\$30,500	
HL	Timberdoodle Trail	0	Q3	In House	\$34,000	
LOW	ADA parking	0	Q3	In House	\$5,000	P1
LOW	Repaint Bridges	0	Q3	In House	\$6,000	
HV	Canoe & Kayak Access	5	Q3	In House	\$55,000	ERA working on permits
LOW	Stream Barbs near Covered Bridge	5	Q3	Contractor	\$320,000	ERA working on documents
LOW	LOW Dam Spillway Repairs	5	Q3	In House	\$150,000	Anticipate State release of funding in August
MF	WP Fishing access	5	Q3	In House	\$10,000	Working on site plans, late summer installation
LOW	Hawthorne and Hickory Shelters	15	Q3	In House	\$30,000	Working on site plans, late summer installation

GC	HVAC	20	Q3	Contractor	\$30,000	Approved in June
LOW	Replace Gate Pillars	50	Q3	In House	\$5,000	Delivered
LOW	BT Wetland	0	Q3-Q4	Contractor/ IH	\$5,000	
HL	HLIC Architecture & Engineering Design	100	Q4	Contractor	\$50,000	
HL	North Boat Ramp	0	Q4	Contractor/ IH	\$126,100	Grant agreement received
LOW	P2 Kitchen/Bathroom	0	Q4	In House	\$25,000	
LOW	Pump House and Irrigation	0	Q4	Contractor/ IH	\$80,000	Dependent on Budget
MGP	Renovate Blacksmith Exhibit	0	Q4	In House	\$40,000	
RB	Canoe Access	0	Q4	In House	\$55,000	Dependent on Budget
HL	SFC Sound and Light Improvements	5	Q4	In House	\$11,500	Met with HL Ops 3/31 to discuss options
HL	Collins Pond Fishing Dock	5	Q4	In House	\$11,500	Met with HL Ops 3/31 to discuss options
LOW	Storm shelter	30	Q4	In House	\$10,000	Quotes approved, sent in 10% deposit, ordered

Equipment

Site	Equipment	% Complete	Cost	Savings	Budget	Current Notes
MF	Electric Truck	90	\$46,583	\$7,417	\$54,000	July approval
LOW	Ford F250 Truck 4x4	0	TBD	TBD	\$55,000	Availability issues
LOW	E-transit Electric Van	100	\$61,255	\$3,745	\$65,000	
GC	Greens Roller	90	\$14,777	\$5,223	\$20,000	Awaiting delivery
GC	Work Cart	90	\$32,228	\$2,772	\$35,000	Awaiting delivery
GC	Fleet Lease	100	\$30,163	\$0	\$30,163	
BG	Electric UTV	100	\$22,071	\$15,929	\$38,000	
CN	Mini Excavator	100	\$74,200	(\$4,200)	\$70,000	
GC	Pro Shop Vehicle	10	TBD	TBD	\$40,000	Anticipating cooperative purchase in fall

Plans

Site	Projects	% Complete	Timing	Labor Type	Budget	Current Notes
LOW	BIKE Application	100	Q2	In House	n/a	
District	Comp Plan	50	Q3	In House	n/a	Drafting of analysis sections & recommendations
LOW	RTP Application	100	Q1	In House	n/a	
HL	Nature Center Feasibility Study	100	Q1	In House	n/a	
District	Equipment Inventory	100	Q1	In House	n/a	
District	Facilities Inventory	50	Q4	In House	n/a	Migrating facilities inventory to Access
KRT	Masterplan	0	Future	In House	n/a	To start after Comprehensive Plan is complete
District	Lake maintenance/improvement study	0	Future	Contract	n/a	To start after Comprehensive Plan is complete
LOW	Riverview/Sangamon Rental Facility Study	0	Future	In House	n/a	To start after Comprehensive Plan is complete
LOW	BG Masterplan	0	Future	In House	n/a	To start after Comprehensive Plan is complete

Business and Finance (John Baker)

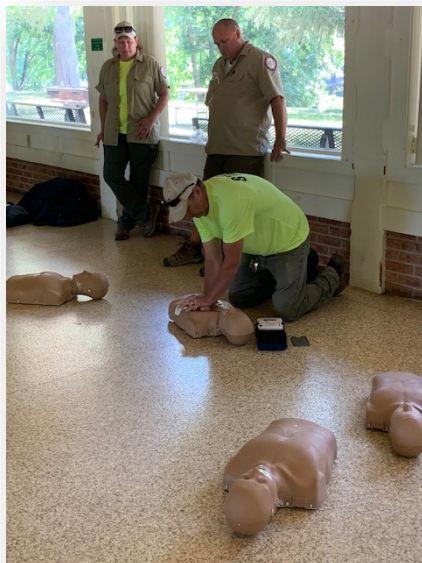
- Continued responding to auditor information requests. We have yet to receive the draft financial statements for review and for preparing the analysis and statistics sections of the audit report. Applied for and received an extension with the Government Finance Officers for the Certificate of Achievement in Financial Reporting. CliftonLarsonAllen applied for extensions with the State Comptroller and Attorney General for the District audit submission and Foundation Form 990, Return of Organization Exempt from Income Tax.
- Prepared the District's 2022 Public Funds Statement for publishing in the News-Gazette on June 30.
- Met with Mike Daab and Tim Sullivan about transferring information technology oversight responsibilities from Business and Finance to the Deputy Executive Director.
- Met several times with Carron Johnson on 2024 budget preparation, calendar, and compensation issues. Drafted 2024 administration budget.

Human Resources (Mary Beck)

- During the month of June, HR processed 6 hires and 0 separations.
- As of July 1st, our total headcount was 124 employees; including 48 FT, 16 PT, 59 seasonal, and one paid intern.
- The District documented 2 employee injury reports (no medical needed) and 2 property incidents during the month of July (wind storm damage/loss of revenue).
- The 2nd 2023 Quarterly Connection was held in June with over 50 staff members from across the District attending.



- During the month of June, 3 CPR/AED/First Aid sessions were held at Lake of the Woods with 34 District staff being certified. The District currently has 7 AEDs located at 3 preserves.



Marketing (Lisa Sprinkle)

- Media this month included:
 - <https://mahometdaily.com/celebrating-75-years-of-ccpfd-heron-view-forest-preserve/>
 - <https://mahometdaily.com/celebrating-75-years-of-ccpfd-homer-lake/>
 - <https://www.chambanamoms.com/2023/06/15/free-air-conditioned-outings-champaign-urbana/>
 - <https://www.smilepolitely.com/culture/weekender-june-9-11/>
 - <https://www.chambanamoms.com/2023/06/07/champaign-urbana-summer-in-all-its-glory/>
 - https://www.news-gazette.com/news/local/community-events/multilingual-lincoln-makes-appearance-in-mahomet/article_76302e00-ab03-5d38-8b32-f7f4e38df760.html
 - <https://www.chambanamoms.com/2023/06/05/boat-kayak-canoes-champaign-urbana/>
 - <https://www.wcia.com/news/one-freedom-fest-leaving-but-could-be-making-room-for-another/>
 - https://www.news-gazette.com/news/local/history/area-history-june-4-2023/article_9c98f939-f558-55e9-a4ed-e9e817ce1a5c.html
 - <https://www.smilepolitely.com/splog/icymi-yesterday-was-world-otter-day/>
 - <https://www.smilepolitely.com/splog/the-story-of-the-lake-of-the-woods-slide/>
 - https://www.wandtv.com/news/champaign-county-forest-preserve-district-celebrates-75-years-with-special-exhibit/article_05b3f026-1b84-11ee-ba92-ff02c8c0d4ad.html
 - <https://www.wcia.com/ciliving-tv/ciliving-stories/ciliving/champaign-county-forest-preserve-takes-on-summer-projects-with-enthusiasm/>
 - <https://www.illinoistimes.com/springfield/growing-a-garden-for-children/Content?oid=17073442>
 - <https://www.onlyinyourstate.com/illinois/summer-wildflower-viewing-il/>
 - https://www.news-gazette.com/multimedia/photo-gallery-final-freedom-fest-mahomet/collection_e2c6d0f9-f614-5ce4-af6e-2ed51df784de.html
 - https://www.news-gazette.com/news/updates-lake-of-the-woods-golf-course-closed-clean-up-underway/article_312d267b-a92d-589c-bb12-07f5cb2e4f02.html
 - <https://illinoisnewsroom.org/heres-where-you-can-see-july-4th-fireworks/>
 -
- Social media followers update.

	FACEBOOK	+/-	INSTAGRAM	+/-
CCFPD	8,217	+369	3,537	+61
KRT	5,224	+27	166	+1
MGP	5,406	+11	1,326	+14
HLIC	3,559	+47		
GC	2,118	+0	355	+2
FPFF	680	+4		

- June Facility Rental Report

2023	2022	June		2023	2022
# Rentals	# Rentals	Preserve	Facility	\$	\$
14	12	HL	Salt Fork Center	\$4,800.00	\$4,100.00
9	10	HL	Walnut Hill Shelter	\$1,995.00	\$1,470.00
4	2	LOW	Botanical Garden Weddings	\$4,080.00	\$1,990.00
11	8	LOW	Elks Lake Pavilion	\$4,450.00	\$3,000.00
6	4	LOW	Izaak Walton Cabin	\$1,160.00	\$645.00
8	23*	LOW	Lake of the Woods Pavilion	\$2,550.00	\$850.00
6	5	LOW	Lakeview Shelter	\$750.00	\$360.00
5	7	LOW	Riverview Retreat Center	\$960.00	\$1,260.00
7	8	LOW	Rotary Hill Shelter	\$1,340.00	\$1,330.00
3	2	LOW	Sycamore Hollow Shelter	\$330.00	\$140.00
3	3	MF	Activity Center	\$550.00	\$900.00
1	0	RB	River Bend Shelter	\$120.00	\$0.00
77	61		TOTAL	\$23,085.00	\$16,045.00

*20 of these rentals were for an election

- Chambanamoms held a Christie Clinic Family Footgolf night at Lake of the Woods Golf Course on Thursday, June 22. They had a great turnout with over 100 people attending.
- The final Freedom Fest at Lake of the Woods Forest Preserve was held on Friday, June 30. We had 21 event sponsors, 8 food vendors and 2,386 attendees.
- Completed a Social Media Online Workshop on 6/15 conducted by SkillPath that focused on how to develop a successful social media marketing strategy (using social media to achieve specific, strategic goals).
- Attended a workshop: INSTAGRAM FOR BUSINESS 201 hosted by Clanin Marketing at the Champaign Library on 6/15, that focused on the latest strategies on how to create highly engaging content and reels on Instagram to elevate business promotion.
- Developed a brochure for fundraisers to present to donors for the Dark Sky Trail and Amenities Project and the Star Walk.
- Promoted the Leaflet via social media using the link: <https://bit.ly/44hQWuK>

- Created a graphic, a press release, flyers and a fb event page/posts for Pedal the Preserves, coming up **August 19-20: [Pedal the Preserves Online Registration \(bikereg.com\)](https://www.bikereg.com)**



- Generated promotional material for events and activities such as: the StoryWalk at Lake of the Wood Forest Preserve on the Museum Meander Trail, Take Me Fishing events hosted by Jennifer Wick, the StarWatch at Middle Fork River Forest Preserve, the 75-Mile Trail Challenge, the 75th anniversary Exhibit, Freedom Fest and print and online ads to run on media outlets for the Summer Concert Series.



Grants and Fundraising (Ryan Anderson)

Donor Appreciation Kayak Event – This event has been rescheduled for August 26th.

Pedal the Preserve- The Champaign County Forest Preserve District will host Pedal the Preserves as a Foundation fundraiser on August 19-20. This will be the second year hosting the event. There are 3 routes of varying length. All three routes will begin at Meier Field in St. Joseph. Routes run through the KRT, Homer Lake Forest Preserve, Hidden Acres, and the Middle Fork River Forest Preserve. More information at <https://www.facebook.com/events/3400311000236340>

Fundraising Campaigns Progress as of 7/1/23:

Campaign	Raised	Left	Goal	%
Dark Sky Trail	\$ 25,028.00	\$ 74,972.00	\$ 100,000.00	25%
Timberdoodle Trail	\$ 3,323.00	\$ 3,677.00	\$ 7,000.00	47%
Homer Lake Boat Launch	\$ 530.00	\$ 19,470.00	\$ 20,000.00	3%

Fundraising Trends (as of 7/1/2023)

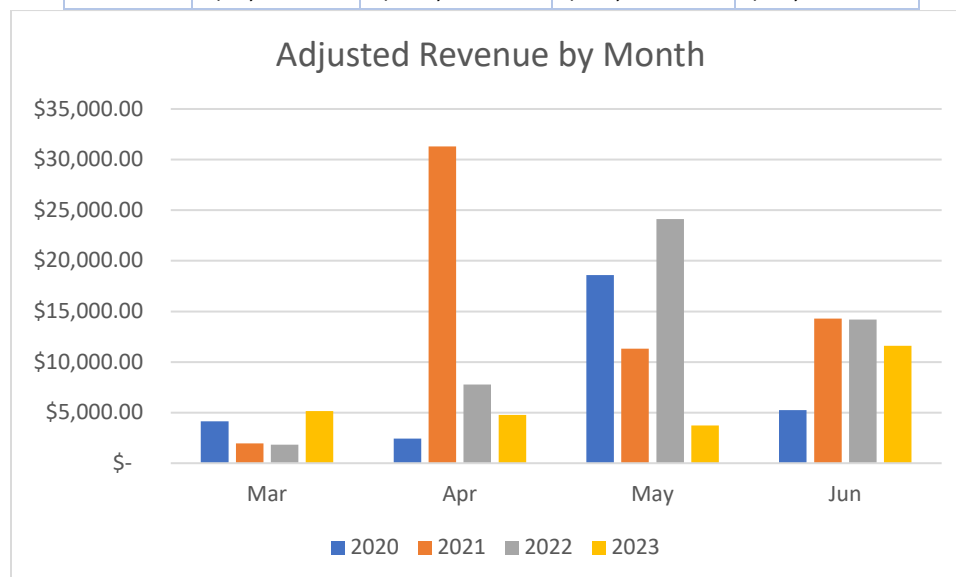
Donations 4 Year Summary

4-year totals:	2020	2021	2022	2023 (ytd)
Total \$	\$164,219.10	\$209,832.74	\$207,053.66	\$62,205.08
Total \$ (adjusted)	\$111,738.24	\$174,725.10	\$175,731.78	\$40,691.22
# of donors (adjusted)	341	407	345	160
# of 1st time donors	134	165	87	52

"Adjusted" numbers have grants and bequests removed. Updates to Bloomerang have altered these figures.

Adjusted Revenue by Month (Mar-Jun)

	Mar	Apr	May	June
2020	\$ 4,141.05	\$ 2,425.00	\$ 18,600.59	\$6,830.49
2021	\$ 1,972.00	\$ 31,291.41	\$ 11,330.06	\$15,513.44
2022	\$ 1,836.38	\$ 7,774.04	\$ 24,112.80	\$17,278.82
2023	\$ 5,137.02	\$ 4,767.94	\$ 3,733.38	\$11,613.14



Volunteer coordinator (Sue Gallo)

- There were 17 new volunteer applications in June. 7 of which specifically for Freedom Fest.
- Thanks to Chris Edmonson and team for supporting an Eagle Scout Project refinishing the Deck at the Clubhouse!
- Coordinated and supervised the basement storage clean up and document archival project at HQ. One group of Teens from the Catholic Heart Camp organized, scanned, and cataloged items into a spreadsheet while the other helped landscape around the newly painted deck at the golf course.
- Recruited for Freedom Fest volunteers. Communication and coordination for this event took quite a lot of time. The unpredictable weather amplified this. Thankfully, all volunteer openings were filled for the event which was a success! Volunteers were sparse to assist with clean up after the event, but fortunately there was not a lot of trash to collect the next morning.
- Special thanks to Skylar Smith for working with two last minute mandatory service volunteers. with assistance from Lisa and Rusty.



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

- Play and revenue numbers were strong once again in June. We had 6,070 players for the month, above the 5-year average of 4,998 and the highest total since 2007. Revenues were \$159,741, well above the 5-year average of \$112,398 and the highest we have on record.
- We held several outings and tournaments in June, as noted in the charts below:

Outing	# of Players	23 Total Rev
Bulldog Open	152	\$10,426.89
Hildreth Reunion	79	\$2,844.00
Tournament	# of Players	22 Total Rev
Naughtin Open	48	\$3,360.00
Hartwell Match Play	31	\$775.00
Parent-Child	45	\$2,025.00

- June is the month we hold our annual Junior Clinic sessions. These clinics are held every Tuesday afternoon for one hour, broken down by age groups (8-9; 10-12; 13-17). We had 64 participants in the Junior Clinics this year. That is up from 48 juniors in 2022.
- We had a couple of projects completed in June at the facility. The Clubhouse deck was power washed by our staff and then a Boy Scout group refinished the deck with an outdoor stain. The project was completed in one weekend. Another group of volunteers from Catholic Heart Charities came the following week and removed brush and debris from around the deck and then covered the area with mulch. All of this in combination has really improved the aesthetics of the west side of the building.



- D1 Networks completed upgrading of the security and fire alarm system at the Pro Shop and Cart Barn.
- Lastly, we were hit very hard by the storm on June 29th. We lost power, phones, and the internet. There were several trees and large limbs down on the course. We were closed from 1:00 p.m. on the 29th through the 30th, with no power as of then being restored. We had no ability to check in golfers, accept payments, open the snack bar or locker rooms, or charge our electric golf carts for use. There were several power lines down, which made it a danger for people to use the facility.
- The maintenance crew continues to work hard after battling months of drought and the recent storm which took out 6 trees throughout the course. Special Thanks to Mike Daab for volunteering to come out to the course and help cut and haul out limbs.

- Superintendent got a hold of Randy from commercial irrigation to resolve some issues with the new Hunter irrigation sprinklers that were installed last year in the front 9 courses. Issues occur to be old wiring that has been installed in years past. The superintendent requested a second opinion and will have another technician solve the issue.
- Algae on the greens developed after the storm. The superintendent sprayed all the greens to control the algae.
- Special thanks to the maintenance crew for their hard work and for making Lake of the Woods Golf Course a place to be! Each crew member is a special asset to the Forest Preserves!

Museum and Education Department (Kamryn Suttinger)

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
Mar-23	246	150	90	707	167
Apr-23	1312	0	210	830	274
May-23	1559	0	0	1286	352
June-23	892	0	0	1616	239
YTD	4373	544	758	4439	1120

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

- Homer Lake Forest Preserve and the Interpretive Center were hit hard by the derecho that occurred at the end of June. The Interpretive Center roof sustained three holes from branches falling on it. Thank you to all staff, especially Skylar that came out to help out in this crazy time. And thank you to Mike and Tammy Fry that came in after a long weekend of Freedom Fest to put a temporary patch on our roof.
- The StoryWalk at Lake of the Woods is finished and open! We will have a grand opening/ribbon-cutting in September, incorporated into the “Prairie Stories” event. The story will be bilingual in conjunction with “Welcoming Week.” The walk starts right across from the museum parking lot on the Museum Meander Trail, and it looks great! Thanks to all the staff who were involved and the Mahomet Public Library for making this possible!
- Summer camps are going well. We had our first ever cancelation due to the air quality at the end of June. We were unable to house all of Eco-adventures inside the Interpretive Center so we needed to cancel camp and offer a refund for that day to their accounts. That same week we also canceled Friday’s Eco-adventures camp because of no power at Elks Lake Pavilion. The participants are also receiving a refund to their accounts.
- Staff held phone interviews with the three applicants for the Custodial Specialist position.
- Strong Cleaning Solutions was temporarily contracted to help clean bathrooms and public spaces in the museum during the Custodian Specialist search.

- Our Customer Service Retail Associates and Office Specialist attended the National Association for Interpretation's Certified Interpretive Host certification at the Brookfield Zoo. They came away with additional customer service skills, increased confidence in working with the public and were able to network with others in their field.
- Kamryn is beginning to gather background information in order to create a Program Plan that includes the expansion of programming locations along with robust assessment and evaluation tools.
- Mark Hanson transferred the Leslie James collection, consisting of items from his college days at the college, to the Pilgrim Library Archives at Defiance College in Defiance, Ohio.



Natural Resources (Peter Goodspeed)

- The NR department led a group of 14 volunteers with the Catholic Heart Work Camp through Buffalo Trace to remove invasive biennial herbs including wild parsnip, yellow sweet clover, and white sweet clover from several of the prairie restorations on the north side of the property.



- Biennial weed control continued with the spot mowing of larger infestations and spot application of herbicide on smaller, more isolated populations.
- Staff also mowed recently planted prairie restorations at Middle Fork River FP and Buffalo Trace. Mowing early prairie restorations is important for allowing light to reach small seedlings, in addition to controlling annual and biennial weeds that compete with the native perennial plants.
- For growing season weed and erosion control in restoration prep sites, NR staff planted 11 acres of Clearfield sunflowers in three areas at Middle Fork River FP, including a 6.3-acre area in the disturbed section of prairie north of the campground entrance. Material from this area was used for the renovation of Willow Pond. Sunflowers will provide temporary weed control between now and when the site is planted to tallgrass prairie in the late fall.

- Peter and Skylar met with Jason Bleich with the US Fish & Wildlife Service to explore opportunities for small pocket wetlands in the Homer Lake FP northwest prairie complex.
- Staff continued to collect native seed including Ohio spiderwort and nodding fescue.
- Eric became officially licensed as a Certified Arborist with the International Society of Arboriculture (ISA).

Lake of the Woods (Rusty Maulding)

- Freedom Fest – The event started off with a bang a day early with a severe storm that rolled through knocking out power to the east half of LOW and dropping trees and branches throughout. Here are some highlights of the dedication and sacrifice from staff in order to put on the show.
 - Operations, Botanical Gardens and Construction staff stayed into the evening on Thursday, June 29 to clear critical areas for Freedom Fest use the next day. We thank Eric Roth from Natural Resources for lending a hand that afternoon/evening as well! Most staff worked 12-13 hours that day.
 - On Friday, staff reported in several hours earlier than scheduled to sweep the area of any lingering hazards after the daily opener had checked and cleared many other spaces of all our Preserves. The mission was to make things safe and get it open. Final setup delayed by the storm was also completed that afternoon. With power still out, generators were mobilized to critical spaces where power was necessary.
 - Operations, Botanical Gardens, Construction, Golf and HQ staff along with many volunteers worked well into the evening, eventually departing after 11 pm to ensure the public enjoyed and had a safe Freedom Fest experience.
 - Ops, BG and CN staff returned at 6 am to finish cleanup with the help of 3 brave volunteers working in the rain to return the Lake of the Woods Preserve to its normal welcoming state for the enjoyment of the public.
 - We thank all who have helped make this event safe and enjoyable throughout the years.
- New growth has encroached on many trails and normal trail clearing has begun and will continue into July. By clearing and killing honeysuckle and other invasives along trail edges each of the past several winters, this work is being completed more efficiently now.
- Operations staff ceased most mowing activities and took the opportunity to catch up on some much-needed painting even with other Freedom Fest prep occurring as well. Watering newly installed plant material by both BG and OPS staff was also a top priority during the drought period.
- After more than 12 years wearing an Operations hat, with the last 8 of those years as an Assistant Site Superintendent, Tammy Fry is moving to Construction. We are grateful for all that she has given to the operations department and are confident she will bring her passion for our outdoor spaces to the other Preserves now as well.

Homer Lake (Skylar Smith)

- HL OPS assisted the Construction Department with the construction of the new shelter, which replaced the old observation deck.
- Staff worked to modify the way KRT signs are fixed to frames, as the recommended double-sided outdoor tape failed at some locations.
- The KRT received its bi-annual mowing, which keeps tall plants from leaning over the trail.
- Skylar gave a tour of Homer Lake and the Kickapoo Rail Trail to Kamryn Suttinger, our new M&E Director.
- Homer Lake was hit hard by the derecho on Thursday, June 29th. Staff worked hard to open the preserve before Independence Day, but there is still a lot left to do and cleanup is still underway. Thank you to all

staff from Homer Lake operations and other departments who came in to help out, especially those who were scheduled to be on leave.

Middle Fork (Matthew Kuntz)

- After a long wait from the Department of Public Health, we were finally able to open our swim beach in early June. We were able to retain proper water levels during the drought using our well pumps to try and keep Willow Pond full and since then we have had very large crowds using the swim facility almost every day.
- Through most of the month staff kept busy watering native landscape areas, newer planted trees throughout the preserve, and new turf seedings around Willow Pond. Mowing came to a halt at the beginning of the month and other than some patched areas we have not mowed for over 40 days.
- The camping season is continuing to be a blockbuster year for visitation. Last year's camping season was one of the best years we have ever had, and this year our revenue numbers are showing a 12-15% increase over last year.
- I would like to commend the Natural Resources Department for their shoreline restoration efforts around the newly built Willow Pond. Over 3,000 native species plugs were placed around the pond, and this was incredibly challenging during a horrible drought period.
- We are seeing great interest in our concerts being held at the playground on the weekends. Thanks to Pat Cain and his hard work scheduling these events. Each performance averages 70-100 people per performance and we are receiving many compliments from our camping guests for adding this entertainment during their stays.
- IDNR has started stocking fish in Willow Pond. Largemouth Bass have been placed in the pond in the first week of July, and other species such as bluegill, redear, catfish, and others will be placed later in the summer.

Equity in Action

- In June, Nina attended *Get Free: A Black Feminist Reunion* hosted by Black Feminist Futures and held in Baltimore Maryland. This reunion (conference) provided a framework for authentic and embodied inclusion, belonging, and equity. While there, I participated in the Environmental Justice against climate change caucus, Mapping Our Social Change Ecosystem Roles by Adaku, and got to bear witness to *Visions of Black Feminist Possibilities* a panel discussion between Mariame Kaba, Mikki Kendall, Savannah Shange, Imani Barbarin, Raquel Willis.
- Nina attended the live webinar, Decolonize Your Leadership Style: Transform Your Organization with Indigenous Wisdom delivered by Edgar Villanueva

Q2-2023 Strategic Outcomes and Actions Report

	Strategic Outcome	Action to Undertake	Actions Taken in Q2
Botanical Garden	Care for existing land by employing science-based land management practices	Work collaboratively with Natural Resources to improve high-impact native areas through invasive removal and forest improvement practices. Clear 5 acres dense of invasive. Provide timber stand improvements in 20 acres.	
Botanical Garden	Hire and retain high-quality staff	Start internship program for Botanical Gardens and Lake of the Woods Operations. Develop intern program with HR and begin recruitment and evaluate program effectiveness.	
Botanical Garden	Inspire visitors to make a connection between their own personal history and the history of the community and local environment through District collections, exhibits, and programs	Improve and maintain landscape beds with native plants in select locations to showcase homeowner-scale engagement with native plants. Convert 2-bed spaces near rental facilities to native plants. In collaboration with Marketing, provide 2 social media posts touting the change and in collaboration with Museum & Education, develop and install interpretive signage in one of the spaces	Converted median at Lake of the Woods Pavilion to native planting in May ahead of schedule to better match work needed with parking lot resurfacing.
Botanical Garden	Investigate and pursue all available resources to ensure public awareness of sites, facilities, programs	Assist with the development and operation of the new greenhouse and Discovery Garden. Develop plans for soft scape materials conservation and public engagement for Discovery Garden and classrooms, for 2024 implementation.	Existing greenhouse demolished and asbestos abated. Architect has provided concept plans for staff review.
Business & Finance	Enhance employee satisfaction, skills, and productivity through relevant and enriching training opportunities	Support adequate funding for District training plans. Develop training baseline and 2024 training plan tied to District budget plans	Tracking and reporting training costs are underway. Instituted tracking of risk management meetings and training for billing these activities to the risk management (liability) fund.
Business & Finance	Pursue budget and audit excellence through government finance certification processes	<p>Develop District performance measurement (PM) system to evaluate and report annual program area progress toward meeting Strategic Plan objectives.</p> <ul style="list-style-type: none">PM Training Plan integral to 2023 program area performance and 2024 Budget development.2023 Program Area reporting to include objectives progress report with dollars expended.	No progress on the training plan. First and second quarter Strategic Outcomes & Actions provided to Board of Commissioners by Leadership Fellow.
Business & Finance	Support the employee experience through competitive pay and benefits, a safe and healthy working environment, and meaningful recognition initiatives	<p>Develop long-term compensation projections and plan:</p> <p>Develop a five-year compensation plan that achieves, the fiftieth percentile market position for District employee roles.</p>	The long-term projection for all funds is ongoing, including aggregate compensation estimates for each fund.
Camping	Promote outdoor recreation that is compatible with our land	<ul style="list-style-type: none">Add Dark Sky trail with multiple observation areas for night sky viewing and an observatory.	Construction documents for Dark Sky trail and amenities under development with in house staff.

	management practices and natural beauty of the land	<ul style="list-style-type: none"> Trail completion and 2024 marketing plan development, in collaboration with Marketing 	
Camping	Promote the benefits of open space and access to nature for physical, emotional, mental, and spiritual health	<ul style="list-style-type: none"> Provide Dark Sky friendly campsites. Employ Dark Sky standards 	
Capital Projects	Deepen connections to Champaign County’s forest preserves through an array of recreational, educational, and cultural experiences. Identify and pursue projects that enhance regional connectivity of open space trails.	<ul style="list-style-type: none"> Add amenities that meet the current needs and desires of the public. Projects completed within budget Kickapoo Rail Trail Phase 3 underway. 	<p>KRT Phase 3</p> <p>Working with DCEO to secure grant agreement for Rebuild Illinois funds. DCEO application is under scope review. Projects Completed within Budget</p> <p>Majority of projects in the budget to date. Unexpected expenditures have been covered by savings from completed projects</p>
Capital Projects	Nurture a welcoming environment by embracing diversity, equity, and inclusion; those values will guide our decisions, policies, and practices	<ul style="list-style-type: none"> Improve the process of advertising bidding and quoting projects to disadvantaged business enterprises. Establish standardized District procurement language for DBE vendor self-reporting. Report DBE participation with contract approval recommendations. 	DCEO application is under scope review. Standard request for bid/quote specifications and forms have been updated to include voluntary self-reporting for DBE vendors. Searching for DBE vendors via the City of Champaign and State of Illinois databases has become integrated into the purchasing workflow for all capital projects. Summaries of DBE participation have been included in all staff reports for capital purchasing/contract approval.
Capital Projects	Maintain our existing infrastructure and improve facilities to meet community needs. Provide accessible recreation options and remove barriers to participation so that all individuals can experience nature, regardless of capability	<ul style="list-style-type: none"> Address deferred infrastructure issues as promised with referendum funding. 2023 Projects Completion Projects are completed within budget 	<p>2023 Projects Completion</p> <p>Of the (x28) capital projects, (x4) are complete and (x4) have contracts secured for work later in the year. An estimated 30% of capital project work has been completed.</p>
Capital Projects	Demonstrate environmental leadership; reduce our impact on the environment by implementing sustainable practices; balance financial resources with environmental stewardship goals	<ul style="list-style-type: none"> Policy by including increased sustainability standards when purchasing building materials and equipment to provide guardrails about how we're increasing our sustainability standards. Incorporate sustainability standards in specifications. Report product performance with contract approval recommendations. 	Several “no mow” areas have been established by Middle Fork staff over the last year, where native landscaping has taken its place, or newly established native prairie plots have been planted. This obviously reduces the machinery impact on our user areas and actually lessens operational expenses for each acre. Researching sustainable construction methods/purchases has become integrated into the purchasing workflow for all capital projects. Summaries of sustainability efforts have been included in all staff reports for capital purchasing/contract approval.
Capital Projects	Acquire land through a proactive, yet strategic, planning process	<ul style="list-style-type: none"> Acquire land through a proactive, yet strategic, planning process. Review and refresh land acquisition priorities and strategies through Comprehensive Plan. Track acres added annually to District. Develop funding plan to achieve priorities. Cultivate potential sellers/donors and legacy giving in collaboration with the Foundation 	Work on the proposed Strategic Land Acquisition Plan has begun.

Capital Projects	Demonstrate environmental leadership; reduce our impact on the environment by implementing sustainable practices; balance financial resources with environmental stewardship goals	<p>Develop plans for District solar array deployment:</p> <ul style="list-style-type: none"> • Select a partner for implementation. • Develop a feasible solar plan with a funding plan for 2024 implementation. • A percent of District’s electric included in the solar project. • Identified energy savings expected and time length for return on investment. 	
Facility Rentals	Evaluate and adjust services as necessary to meet evolving community interests and needs	Upgrade two kitchen facilities and other amenities at three District pavilions for visitor use during rentals. Two added or upgraded kitchen facilities at District pavilions.	
Facility Rentals	Investigate and pursue all available resources to ensure public awareness of sites, facilities, programs	<p>Increase wedding rentals through targeted marketing to visitors:</p> <ul style="list-style-type: none"> • Ten percent increase in the number of wedding rentals. • \$2,000 increase in wedding rental revenues. 	
Facility Rentals	Invest in capacity to meet growing technology demands	<ul style="list-style-type: none"> • Add wireless connectivity to District pavilions for visitor use during rentals. Add secure wireless connectivity • service (segregated for public use) to three District rental sites. 	IT directed us to purchase a router with an enhanced firewall. Since doing so in June we have been offering wireless internet to all SFC guests with no complaints. We currently have wireless internet at the Salt Fork Center. It is a T-Mobile cellular internet plan, which is very inexpensive and seems to be working well. We are waiting on IT to decide if we need to add extra layers of security to the system before building this amenity into what we advertise to renters
Foundation	Enhance member and employee satisfaction, skills, and productivity through relevant and enriching training opportunities	<ul style="list-style-type: none"> • Identify and engage fundraising and fundraising marketing training for supporting employees and diversity, equity, and inclusion training for Foundation members. • Develop and implement a training plan to support Foundation inclusion efforts, fundraising abilities, and development marketing. 	We have provided several opportunities to Foundation members and staff. Fundraising and marketing staff have attended several training focused on collaboration between marketing and fundraising.
Foundation	Increase financial resources to optimize the organizational mission	<ul style="list-style-type: none"> • Fundraise and support District projects including Dark Skies Trail and Observatory, Discovery Garden Greenhouse, Blacksmith Exhibit, and Natural Resources management. • Fundraise \$100,000 to support Dark Skies grant project. 	We have completed fundraising for the Discovery Garden Greenhouse and the Blacksmith Exhibit. We have raised 60% of our goal for the Timberdoodle Woods Improvements and 25% of our goal for the Dark Sky Trail. We are preparing to enter the major gift solicitation phase of our dark sky fundraising and have prepared a marketing plan for the sponsorship opportunities.
Foundation	Increase financial resources to optimize the organizational mission	<ul style="list-style-type: none"> • Increase unrestricted donations annual total by ten percent. • Institute Three Rivers Society, outreach to local estate attorneys regarding legacy giving to the Foundation, and evaluate the value of unrestricted endowments. 	We officially launched the Three Rivers Society in January. So far we have hosted 2 events for the TRS and are planning an additional event at year end. We have also sent out the first of two issues of the TRS newsletter, called the Tributary. We officially voted to establish an unrestricted endowment in June. We are developing policies and preparing a marketing plan.

Golf	Increase financial resources to optimize the organizational mission	<ul style="list-style-type: none"> Continue offering an affordable and enjoyable recreation opportunity to visitors. Report average cost of play against past years factored to include annual inflation rate in comparison. Offer the Anniversary Pass option once again, with 2 different price points, for the 2023-2024 golf seasons. 	Play is on pace to be the highest in 17 years and revenues are on pace to be an all-time high. May and June’s revenues were \$50,000 higher than any other previous year on record.
Golf	Maintain our existing infrastructure and improve facilities to meet community needs	<ul style="list-style-type: none"> Complete replacement of irrigation heads and bunker renovation project to improve overall golf course quality and playability. Complete irrigation heads project. Survey customers on course quality after project completion. 	<p>Irrigation head replacement has been completed on the Front 9, with the Back 9 project to be completed in the fall.</p> <p>Parking lot resurfacing/striping has been 50% completed.</p> <p>Clubhouse deck has been power washed and refinished with the assistance of volunteer groups.Capital projects already completed at Middle Fork in 2023 include renovation of the Activity Cener rental building kitchen and user area. Up to date appliances, ADA accessible work areas, and better spacing for ease of movement for our guests. Renovations also took place in the shower house at the campground. New LED lighting installed, new paint, and newer ADA fixtures have been installed.</p> <p>We have upgraded the security system at the Pro Shop and Cart Barn, including adding a fire protection system and alarms in the Cart Barn specifically.</p>
Golf	Provide positive learning experiences for people of all ages and abilities, following best practices, most current research, and innovative interpretive and educational techniques	<ul style="list-style-type: none"> Extend outreach and lesson programming for both juniors and adults at the course and within the community. Expand the youth league/lesson offerings (PGA Junior League, SNAG Golf). Increase opportunities for adult clinics and leagues (changing parameters for Women's Associations). Continue to grow outreach in the community with after-school programs and school programs at the course. 	<p>Completed our 2023 Junior Clinics, which had 64 youth participants, up from 48 in 2022.</p> <p>Registration is full, with waiting list, for our Junior Golf Camp in July (25 participants).</p> <p>Both sessions of Adult Get Golf Ready Clinics were full this year.</p>
Human Resources	Foster and facilitate active and transparent communication among staff at all levels and between the organization and the public at large	<ul style="list-style-type: none"> Standardize and codify expectations for staff communication throughout the organization. Develop communication standards within and across program areas and departments. Implement training to empower staff to meet communication standards. 	<p>With apps such as Teams, staff are now able to communicate within departments/sites/District.</p> <p>Staff that are assigned a District email address are assigned to the District-wide distribution list, which is used to send all staff emails.</p> <p>During the recent 5-day power outage, department heads/supervisors were able to stay in contact with staff with the use of cell phones/text messaging.</p>
Human Resources	Hire and retain high-quality staff	<ul style="list-style-type: none"> Establish & measure the impact of best-practice recruiting standards for hiring managers. Document baseline recruitment and retention data; regularly communicate with hiring managers to identify recruiting strategies needed for District hiring. 	<p>Over the last quarter, the District processed 33 hires (32 seasonal and 1 full-time). Of those 33 hires, 7 were rehires, or 22% were employees returning to the District. Of the 22%, rehires came from 5 different departments.</p> <p>The District uses a confidential voluntary online exit interview survey for all staff leaving the District. This survey asked: 1.</p>

			<p>reason for leaving, 2. if offered a position again at the District would they return, 3. suggestions to improve the position and 4. other. Last year 25 leaving staff members completed the form. In regard to the question: ‘If offered a position again at the District would you return?’ Only 3 responded no, and that was due to one leaving the area, one retiring, and one noting pay, which leaves the other 22 noting they would return!</p>
Human Resources	Support the employee experience through competitive pay and benefits, a safe and healthy working environment, and meaningful recognition initiatives	<ul style="list-style-type: none"> • Develop & implement employee recognition; this policy should include minimum "recognition expectations" for people managers as well. • Develop recognition policy and standards for all supervisors. • Implement training to enable supervisors to understand and apply recognition standards. • Establish regular recognition of employee service anniversaries 	<p>A recent Quarterly Connection was held for all staff. The event allowed staff from all departments to come together and connect in a casual outside event with a lunch, games, kayak and pedal boats, an introduction of new staff, and a 5-year employee recognition.</p>
Marketing	Deepen connections to Champaign County’s forest preserves through an array of recreational, educational, and cultural experiences	<ul style="list-style-type: none"> • Develop and implement the 75th CCFPD Anniversary celebration throughout 2023. • Lead coordination of at least twelve events and programs celebrating and recognizing the District's history and contributions to the Champaign County community. 	<p>75 Mile Trail Challenge kicked off on Memorial Day weekend – currently have 211 individuals registered for the challenge and have received 2 completed forms.</p> <p>Opened a 75th Anniversary photo exhibit at the Museum.</p>
Marketing	Nurture a welcoming environment by embracing diversity, equity, and inclusion; those values will guide our decisions, policies, and practices. Promote the benefits of open space and access to nature for physical, emotional, mental, and spiritual health	<ul style="list-style-type: none"> • Highlight District accessibility, benefits, and hosting of diverse Champaign County residents. • Develop and implement a marketing outreach plan to invite new visitors to the preserves from Champaign County's diverse citizenry. 	
Marketing	Provide information to the public about conservation efforts at Champaign County’s forest preserves. Promote outdoor recreation that is compatible with our land management practices and natural beauty of the land. Provide leadership in educational, fact-based messaging to involve the public in climate resiliency efforts	<ul style="list-style-type: none"> • Communicate District sustainability leadership, highlighting successful activities reducing environmental impacts. • Highlight six sustainability initiatives or successful conservation efforts in District. 	<p>Developed a brochure highlighting the District’s sustainability efforts.</p> <p>Promoted sustainability efforts on the Chambana Proud podcast and CiLiving.</p>
Education	Invite visitors to enjoy recreational and educational experiences to inspire their engagement in conservation, preservation, and stewardship of natural and cultural resources. Evaluate and adjust services as necessary to meet evolving community interests and needs. Interpret the interrelationship between the natural and cultural history of the Grand Prairie Region by highlighting the connections between plants, animals, and people	<ul style="list-style-type: none"> • Begin to create Program Plan that includes robust evaluation tools. • Begin to work with department heads to provide programming at all sites. • Expand program locations. • Develop at least one mechanism to assess programs or projects to ensure evolving community needs and interests are met. 	

Education	Nurture a welcoming environment by embracing diversity, equity, and inclusion; those values will guide our decisions, policies, and practices. Partner with community organizations to expand programming that reaches underserved audiences.	<p>Explore collaborations.</p> <p>Work with Visit Champaign County to enhance CCFPD involvement with the African American Heritage Trail in at least one significant way.</p>	
Education	Inspire visitors to make a connection between their own personal history and the history of the community and local environment through District collections, exhibits, and programs. Pursue cultural competency in both our internal and external endeavors as an organization.	Continue outreach efforts in programming. Develop at least one strategy to build program resiliency and expand reach.	
Natural Resources	Inspire visitors to make a connection between their own personal history and the history of the community and local environment through District collections, exhibits, and programs	<ul style="list-style-type: none"> • In collaboration with the Museum and Education Department, expand public understanding of natural environments and conservation through talks, tours, and presentations. • Add NR Department 75th Anniversary Open House event for volunteers and members of the public 	Eric has been helping with “Walk with a Naturalist” programs; Emily and Jennifer are co-leading a Point Pleasant sunset hike this month
Natural Resources	Research, evaluate, and expand efforts to protect and promote resilient ecosystems so that they may continue to support biodiversity under the threat of changing climate conditions	<ul style="list-style-type: none"> • Research plant procurement opportunities to ensure bio and genetically- diverse seed and plant sourcing. • Identify and provide additional vendors with opportunity to supply native plants for restoration work. 	Willow pond emergent plants were sourced from a regionally local native plant nursery; Deep emergent plants were sourced from a local grower
Natural Resources	Research, evaluate, and expand efforts to protect and promote resilient ecosystems so that they may continue to support biodiversity under the threat of changing climate conditions	<ul style="list-style-type: none"> • Increase wetland improvement and installation projects to promote water filtration and habitat quality. • Identify and seek additional partners to help design and fund our wetland installation/restoration projects 	Peter and Skylar are working with Jason Bleich to explore more wetland opportunities at Homer Lake FP; Peter is working with the Wetlands Initiative on designing a wetland for Buffalo Trace
Site Operations	Demonstrate environmental leadership; reduce our impact on the environment by implementing sustainable practices; balance financial resources with environmental stewardship goals	<ul style="list-style-type: none"> • Research plant procurement opportunities to ensure bio- and genetically-diverse seed and plant sourcing. • Evaluate current janitorial product supply stock against new purchasing policy criteria and find alternative products where needed. • Report a net change in product cost to meet the new requirements. 	
Site Operations	Promote outdoor recreation that is compatible with our land management practices and natural beauty of the land. Broaden and expand land stewardship through volunteer programming and the use of available technology	<ul style="list-style-type: none"> • Increase wetland improvement and installation projects to promote water filtration and habitat quality. • Remove invasive at Homer Lake's West Lake and Oak Ridge trails. • Engage volunteers to contribute 100 hours removing these invasive in collaboration with the Volunteer Coordinator. 	Volunteers continue to remove honeysuckle on the flicker woods trail below the spillway. In mid-2023 we hope to see construction begin on the new dark sky multiuse trail system at Middle Fork. This includes an observatory, hard surface hiking trail, interpretive signage, and newly formed or enhanced native prairie in its surroundings. Dark Sky-rated campsites will be part of this project also, giving the guest ultimate access to the stars.

Site Operations	Promote the benefits of open space and access to nature for physical, emotional, mental, and spiritual health	<ul style="list-style-type: none">• In collaboration with Marketing and the Sign Committee, improve trail and wayfinding signage to heighten visitor enjoyment of preserves.• Add six wayfinding signs for Homer Lake's Oak Ridge trail and other trail intersections.• Add wayfinding signage at Buffalo Trace trails.	The prototypes were quickly destroyed by vandals at Homer Lake is actively working with the marketing department to design a more rugged signage solution. Worked with Natural Resources for a sign count at BT. We recently installed multiple native landscape areas throughout the preserve user areas, reducing machinery use and noise pollution in heavy-traffic pedestrian areas. Also have established events for public gatherings around these areas so our guests can enjoy the natural atmosphere. Planning is underway to establish and unveil trail names at BT. Rollout will be coordinated so physical signage and new hike app data are synchronized from the beginning.
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July 20, 2023

MEMORANDUM

To: Board of Commissioners

From: John Baker, Director of Business and Finance

Re: June Treasurer's Report

Action Requested

Staff requests the Board accept the June 2023 Treasurer's Report.

Summary

At June 30, 2023, the District had no outstanding bonded debt, \$1,420,958 cash and \$4,371,453 in investments.

June Investment Balances 2021-2023

	2021	2022	2023
Illinois Fund	\$ 2,787,763	\$ 3,289,962	\$ 2,452,391
Certificates of Deposit	\$ 929,500	\$ 863,902	\$ 1,660,000
Illinois Investor's Trust	\$ 249,564	\$ 189,626	\$ 227,840
Business Equity	\$ 731	\$ 29,419	\$ 31,222
Ending Balance	\$ 3,967,559	\$ 4,372,909	\$ 4,371,453

June Cash & Investment Balances 2021-2023

	2021	2022	2023
Starting Balance	\$ 3,165,744	\$ 2,951,720	\$ 4,061,575
Revenues	\$ 1,790,678	\$ 2,757,224	\$ 2,602,387
Expenditures	\$ 648,982	\$ 833,100	\$ 882,402
Net Other Assets/Liabilities	-	-	\$ 10,851
Ending Balance	\$ 4,307,440	\$ 4,875,844	\$ 5,792,411

In June 2023, the District:

- Received \$2,379,260 from two property tax distributions or 44.6% of the expected annual total.
- Paid \$20,000 to the Carle Foundation Hospital for the fourth property tax repayment for tax years 2004-2011. Since the April 2020 settlement the District has paid \$87,967 with two more \$20,000 payments to be made in 2024 and 2025.
- Purchased two certificates of deposit from Illinois Investor's Trust for a total of \$365,000.
- Expended 209,905 for sealcoating several Lake of the Woods parking areas.

Attachments:

June 2023 Financial Activity and Balances

Investment Rates and Maturities

Revenues and Expenditures Transacted as Percent of Budget

2023 Property Tax Distributions through June

Summarized Revenue and Expense Report – Corporate, Construction and Golf Operating Funds

Champaign County Forest Preserve District
June 2023 Treasurer's Report

June 2023 Financial Activity and Balances

	Financial Activity						Month End Investment Balances					Ending Cash & Investments
FUND	Beginning Cash	Total Revenue	Total Expenses	Investments & Cash Assets & Liabilities	Interfund Activity	Ending Cash	Illinois Funds	IIT	Business Equity	Certificates of Deposit	Total Investments	
CORPORATE	\$ 179,023	\$ 1,374,770	\$ (323,376)	\$ (409,495)	\$ (159)	\$ 820,764	\$ 1,227,766	\$ 4,583	\$ 30,135	\$ 720,000	\$ 1,982,484	\$ 2,803,248
CONSTRUCTION	\$ 118,351	\$ 556,782	\$ (128,499)	\$ (167,291)	\$ (0)	\$ 379,343	\$ 203,102	\$ -	\$ 1,087	\$ 123,000	\$ 327,189	\$ 706,532
GOLF	\$ 126,986	\$ 160,841	\$ (124,046)	\$ (49,366)	\$ -	\$ 114,415	\$ 383,940	\$ -	\$ -	\$ 190,000	\$ 573,940	\$ 688,355
MUSEUM STORE	\$ 10,508	\$ 2,516	\$ (349)	\$ (983)	\$ 159	\$ 11,852	\$ -	\$ 10,043	\$ -	\$ -	\$ 10,043	\$ 21,894
INSURANCE	\$ -	\$ 191,962	\$ (13,091)	\$ (84,287)	\$ -	\$ 94,584	\$ 171,784	\$ -	\$ -	\$ 152,000	\$ 323,784	\$ 418,368
IMRF	\$ 12,364	\$ 56,222	\$ (19,313)	\$ (49,272)	\$ -	\$ -	\$ 154,751	\$ 26,709	\$ -	\$ 50,000	\$ 231,460	\$ 231,460
AUDIT	\$ -	\$ 22,345	\$ (172)	\$ (22,173)	\$ -	\$ -	\$ -	\$ 49,605	\$ -	\$ 20,000	\$ 69,605	\$ 69,605
SSI	\$ 0	\$ 108,856	\$ (31,169)	\$ (77,687)	\$ -	\$ -	\$ -	\$ 76,812	\$ -	\$ 29,937	\$ 106,749	\$ 106,749
BOND	\$ -	\$ 119,962	\$ (3,769)	\$ (116,194)	\$ -	\$ -	\$ -	\$ 60,089	\$ -	\$ 66,190	\$ 126,279	\$ 126,279
PROJECT	\$ 0	\$ 5,417	\$ (237,893)	\$ 232,476	\$ -	\$ -	\$ 115,992	\$ -	\$ -	\$ -	\$ 115,992	\$ 115,992
LAND	\$ 0	\$ 2,715	\$ (725)	\$ (1,990)	\$ -	\$ -	\$ 195,057	\$ -	\$ -	\$ 308,872	\$ 503,929	\$ 503,929
TOTAL	\$ 447,232	\$ 2,602,387	\$ (882,402)	\$ (746,259)	\$ -	\$ 1,420,958	\$ 2,452,391	\$ 227,840	\$ 31,222	\$ 1,660,000	\$ 4,371,454	\$ 5,792,411

Champaign County Forest Preserve District

June 2023 Treasurer's Report

Investment Rates and Maturities

Investments	Rate	Month End	Maturity Date
Illinois Fund	5.184%	\$ 2,452,391	NA
Illinois Investor's Trust	4.940%	\$ 227,840	NA
Business Equity	NA	\$ 31,222	NA
CD (272) IIT - Modern Bank, NY	5.100%	\$ 100,000	November 20, 2023
CD (195) IIT - National Bank of McGregor	5.650%	\$ 240,000	December 14, 2023
CD (367) IIT - Financial Fed Savings	5.050%	\$ 210,000	December 18, 2023
CD (365) IIT - T Bank Tollway Texas	5.060%	\$ 237,000	December 27, 2023
CD (365) - Iroquois Federal	3.500%	\$ 200,000	February 14, 2024
CD (334) - State Bank of Forrest	3.820%	\$ 248,000	February 21, 2024
CD (365) IIT - High Plains	5.250%	\$ 100,000	March 7, 2024
CD (270) IIT - First Bank of Ohio	5.450%	\$ 125,000	March 8, 2024
CD (393) IIT - Bank of China, NY	5.200%	\$ 100,000	March 22, 2024
CD (397) IIT - TAB Bank	5.150%	\$ 100,000	April 8, 2024
Total Investments		\$ 4,371,454	

Champaign County Forest Preserve District

June 2023 Treasurer's Report

Revenues and Expenditures Transacted as Percent of Budget

2023 Revenues				
Fund	Budgeted	Cumulative Revenues	2023 Percent Collected	5 year Average Percent*
CORPORATE	\$ 4,110,403	\$ 1,828,401	44.5%	42.7%
CONSTRUCTION	\$ 1,393,364	\$ 574,551	41.2%	41.4%
GOLF COURSE	\$ 1,055,691	\$ 583,923	55.3%	45.8%
MUSEUM STORE	\$ 10,275	\$ 8,719	84.9%	38.9%
INSURANCE	\$ 754,763	\$ 195,128	25.9%	41.1%
IMRF	\$ 160,061	\$ 82,515	51.6%	45.7%
AUDIT	\$ 62,447	\$ 23,047	36.9%	45.0%
SOCIAL SECURITY	\$ 247,634	\$ 109,878	44.4%	41.8%
BOND	\$ 265,606	\$ 120,021	45.2%	42.1%
CAPITAL PROJECTS & EQUIPMENT	\$ 5,083,167	\$ 270,357	5.3%	36.8%
LAND ACQUISITION	\$ 974,210	\$ 11,875	1.2%	28.9%
TOTAL	\$ 14,117,621	\$ 3,808,415	27.0%	41.3%

2023 Expenditures				
Fund	Budgeted	Cumulative Expenses	2023 Percent Expended	5 year Average Percent*
CORPORATE	\$ 4,110,403	\$ 1,453,459	35.4%	51.5%
CONSTRUCTION	\$ 1,393,364	\$ 581,772	41.8%	41.0%
GOLF COURSE	\$ 1,055,691	\$ 578,744	54.8%	48.0%
MUSEUM STORE	\$ 10,275	\$ 5,613	54.6%	43.2%
INSURANCE	\$ 754,763	\$ 90,205	12.0%	33.8%
IMRF	\$ 160,051	\$ 84,760	53.0%	45.5%
AUDIT	\$ 62,447	\$ 17,102	27.4%	59.0%
SOCIAL SECURITY	\$ 247,634	\$ 117,951	47.6%	43.0%
BOND	\$ 265,606	\$ 3,769	1.4%	5.0%
CAPITAL PROJECTS & EQUIPMENT	\$ 5,083,167	\$ 566,391	11.1%	34.4%
LAND ACQUISITION	\$ 974,210	\$ 1,782	0.2%	24.3%
TOTAL	\$ 14,117,611	\$ 3,501,548	24.8%	42.9%

*The 5 Year Average Percent equals each fund's current period average percentage of budget for revenues or expenditures for the years 2018-2022.

2023 CCFPD Property Tax Distributions

FUND	2023 Extension	Actual		Projected Distributions					Projected Uncollectable
		June 1	June 30	July	August	September	October	November	
Recapture	\$ 19,926	\$ 4,435	\$ 4,451	\$ 1,096	\$ 478	\$ 4,384	\$ 3,985	\$ 996	\$ 100
General	\$ 2,958,989	\$ 658,612	\$ 660,975	\$ 162,744	\$ 71,016	\$ 650,978	\$ 591,798	\$ 147,949	\$ 14,914
Bonds	\$ 268,999	\$ 59,874	\$ 60,089	\$ 14,795	\$ 6,456	\$ 59,180	\$ 53,800	\$ 13,450	\$ 1,356
IMRF	\$ 124,537	\$ 27,720	\$ 27,819	\$ 6,850	\$ 2,989	\$ 27,398	\$ 24,907	\$ 6,227	\$ 628
Audit	\$ 49,815	\$ 11,088	\$ 11,127	\$ 2,740	\$ 1,196	\$ 10,959	\$ 9,963	\$ 2,491	\$ 251
Liability	\$ 423,424	\$ 94,246	\$ 94,584	\$ 23,288	\$ 10,162	\$ 93,153	\$ 84,685	\$ 21,171	\$ 2,134
SS	\$ 244,092	\$ 54,330	\$ 54,525	\$ 13,425	\$ 5,858	\$ 53,700	\$ 48,818	\$ 12,205	\$ 1,230
Construction	\$ 1,245,366	\$ 277,194	\$ 278,189	\$ 68,495	\$ 29,889	\$ 273,980	\$ 249,073	\$ 62,268	\$ 6,277
TOTAL	\$ 5,335,146	\$ 1,187,499	\$ 1,191,761	\$ 293,433	\$ 128,044	\$ 1,173,732	\$ 1,067,029	\$ 266,757	\$ 26,891

Distribution %	22.26%	22.34%	5.50%	2.40%	22.00%	20.00%	5.00%	0.50%
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Cumulative	\$ 1,187,499	\$ 2,379,260	\$ 2,672,693	\$ 2,800,736	\$ 3,974,469	\$ 5,041,498	\$ 5,308,255
Cumulative %	22.26%	44.60%	50.10%	52.50%	74.50%	94.50%	99.50%

green = actual tax extension
yellow = projected distributions
red = 2023 projected collections shortfall

FOR FUND: Corporate Fund
FOR 6 PERIODS ENDING JUNE 30, 2023

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
Administration	109,966.26	439,217.76	299.4	932,302.28	1,789,431.00	759,873.51	(57.5)
Marketing	23,814.51	117,458.97	393.2	142,886.94	285,774.00	118,233.97	(58.6)
Lake of the Woods FP	41,045.66	194,778.62	374.5	246,273.88	492,548.00	236,203.62	(52.0)
Middle Fork Forest Preserve	34,353.35	152,595.91	344.1	206,119.90	412,240.00	196,592.53	(52.3)
Homer Lake Forest Preserve	26,841.59	132,099.91	392.1	161,049.46	322,099.00	155,324.91	(51.7)
Volunteers	2,303.67	12,244.15	431.5	13,821.98	27,644.00	12,244.15	(55.7)
Museum and Education	65,055.59	326,374.68	401.6	390,333.42	780,667.00	349,928.01	(55.1)
TOTAL REVENUES	303,380.63	1,374,770.00	353.1	2,092,787.86	4,110,403.00	1,828,400.70	(55.5)
EXPENSES							
Administration	140,735.96	85,387.17	39.3	844,415.52	1,688,831.60	426,251.23	74.7
Marketing	23,478.33	32,350.87	(37.7)	140,869.86	281,740.00	151,056.43	46.3
Lake of the Woods FP	53,230.21	52,482.38	1.4	269,164.90	546,522.40	234,723.39	57.0
Middle Fork Forest Preserve	39,316.95	47,885.57	(21.7)	204,097.46	417,202.60	173,887.67	58.3
Homer Lake Forest Preserve	34,117.83	29,694.11	12.9	167,767.82	333,895.20	130,620.27	60.8
Homer Lake Interpretive Cente	0.00	0.00	0.0	0.00	0.00	267.95	100.0
Volunteers	3,512.49	2,865.54	18.4	16,124.90	32,250.00	13,188.95	59.1
Museum and Education	78,750.14	72,709.94	7.6	403,000.40	809,964.60	323,462.73	60.0
TOTAL EXPENSES	373,141.91	323,375.58	13.3	2,045,440.86	4,110,406.40	1,453,458.62	64.6
TOTAL FUND REVENUES	303,380.63	1,374,770.00	353.1	2,092,787.86	4,110,403.00	1,828,400.70	(55.5)
TOTAL FUND EXPENSES	373,141.91	323,375.58	13.3	2,045,440.86	4,110,406.40	1,453,458.62	64.6
SURPLUS (DEFICIT)	(69,761.28)	1,051,394.42	(1607.1)	47,347.00	(3.40)	374,942.08	(7808.2)

FOR FUND: Construction & Resources Fund
FOR 6 PERIODS ENDING JUNE 30, 2023

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
Botanic Garden	22,385.50	111,096.45	396.2	134,312.96	268,626.00	121,984.66	(54.5)
Farm	5,458.34	0.00	100.0	32,749.96	65,500.00	0.00	100.0
Planning	36,945.25	192,952.67	422.2	221,671.46	443,343.00	199,833.63	(54.9)
Construction	20,732.08	107,950.37	420.6	124,392.48	248,785.00	107,950.37	(56.6)
Natural Resources	30,592.50	144,782.39	373.2	183,554.92	367,110.00	144,782.39	(60.5)
TOTAL REVENUES	116,113.67	556,781.88	379.5	696,681.78	1,393,364.00	574,551.05	(58.7)
EXPENSES							
Botanic Garden	30,267.40	37,826.63	(24.9)	151,780.16	302,973.80	130,332.73	56.9
Farm	3,333.33	0.00	100.0	19,999.98	40,000.00	19,910.20	50.2
Planning	34,915.94	32,818.27	6.0	209,495.48	418,991.20	146,667.91	64.9
Construction	21,593.58	23,838.22	(10.3)	129,561.32	259,123.00	116,419.98	55.0
Natural Resources	32,063.12	34,016.07	(6.0)	188,218.44	372,277.40	168,441.44	54.7
TOTAL EXPENSES	122,173.37	128,499.19	(5.1)	699,055.38	1,393,365.40	581,772.26	58.2
TOTAL FUND REVENUES	116,113.67	556,781.88	379.5	696,681.78	1,393,364.00	574,551.05	(58.7)
TOTAL FUND EXPENSES	122,173.37	128,499.19	(5.1)	699,055.38	1,393,365.40	581,772.26	58.2
SURPLUS (DEFICIT)	(6,059.70)	428,282.69	(7167.7)	(2,373.60)	(1.40)	(7,221.21)	5700.7

Champaign Co Forest Preserve District
SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: Golf Fund
FOR 6 PERIODS ENDING JUNE 30, 2023

DEPARTMENT DESCRIPTION	JUNE BUDGET	JUNE ACTUAL	% VARI- ANCE	FISCAL YEAR-TO-DATE BUDGET	ANNUAL BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES							
General	8,586.75	0.00	100.0	51,520.50	103,041.00	0.00	100.0
Pro Shop	69,845.83	135,348.87	93.7	419,074.74	838,150.00	511,112.61	(39.0)
Snack Bar	9,374.99	23,689.81	152.6	56,249.94	112,500.00	63,237.35	(43.7)
Course Maintenance & Admin	166.67	1,802.64	981.5	999.98	2,000.00	9,573.27	378.6
TOTAL REVENUES	87,974.24	160,841.32	82.8	527,845.16	1,055,691.00	583,923.23	(44.6)
EXPENSES							
Pro Shop	48,624.92	62,215.31	(27.9)	252,412.24	509,560.00	317,780.85	37.6
Snack Bar	7,170.00	19,789.13	(175.9)	31,926.96	66,841.00	42,881.42	35.8
Course Maintenance & Admin	41,598.19	42,041.57	(1.0)	245,168.90	479,288.20	218,081.50	54.4
TOTAL EXPENSES	97,393.11	124,046.01	(27.3)	529,508.10	1,055,689.20	578,743.77	45.1
TOTAL FUND REVENUES	87,974.24	160,841.32	82.8	527,845.16	1,055,691.00	583,923.23	(44.6)
TOTAL FUND EXPENSES	97,393.11	124,046.01	(27.3)	529,508.10	1,055,689.20	578,743.77	45.1
SURPLUS (DEFICIT)	(9,418.87)	36,795.31	(490.6)	(1,662.94)	1.80	5,179.46	7647.7

July 20, 2023

MEMORANDUM

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

Action Requested

Staff requests that the Board of Commissioners approve the payment of **\$631,488.46** in accounts payable disbursements dated June 16, 2023 through July 20, 2023.

Accounts Payable check range: 116692 through 116850
Purchasing Card check range: P07374 through P07454

Background

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

Disbursements Breakdown	Amount
Board Approved Expenses	\$499,061.39
Delegated Insurance Expenses	\$ 41,415.55
Delegated Purchasing Card Expenses	\$ 27,421.16
Delegated Utilities Expenses	\$ 21,955.17
Delegated Merchandise & Concession Expenses	\$ 21,117.08
Expenses Under \$1,000	\$ 20,518.11
Total Disbursements	\$631,488.46

SUMMARY OF CHECK ACTIVITY**REGULAR BOARD MEETING**

Total Disbursements for June 16, 2023 through July 20, 2023

\$ 631,488.46

Vendor Payments Greater than \$1,000		
Check	Vendor	Amount
116702, 116775	Illiana Construction - seal coating for all Lake of the Woods sites	\$ 281,080.00
116753	National Auto Fleet Group - 2023 Ford E-Transit cargo van for Lake of the Woods	\$ 61,255.00
116748, 116773	GovTempsUSA - Finance Department consultant pay April - July	\$ 40,229.00
116721	Health Alliance - July District employee health insurance	\$ 28,546.00
116766, 116783	United Fuel - June gasoline and diesel for all sites	\$ 10,514.54
116733	Park District Risk Management Association - June District liability insurance	\$ 10,058.69
116834	Quadbridge - District annual infinite cloud storage/backup subscription	\$ 8,348.88
116847, Pcard	Upclose Marketing - maps, brochures for all sites, program guides, Freedom Fest flyers, June/July Leaflet	\$ 8,237.19
116692, 116717	Ameren - May gas & June Electric for all Lake of the Woods sites	\$ 7,710.97
116694, 116768	James Carter - Museum Smithsonian Grant intern stipends	\$ 7,500.00
116815	J&M Displays - Freedom Fest fireworks display final payment	\$ 6,500.00
116713, 116738, 116762	Titleist Golf - Golf Course Pro Shop apparel and ball merchandise	\$ 6,276.14
116770	Farnsworth Group - Kickapoo Rail Trail Ogden construction engineering	\$ 5,963.59
116841	SiteOne Landscaping - Golf Course and Botanical Gardens maintenance equipment and turf treatment	\$ 5,822.14
Pcard	PergolaKitsUSA - Botanical Gardens Enabling Garden shelter	\$ 5,117.00
116706	Meyer Capel - March - June District legal services	\$ 4,725.00
116700	Graber Manufacturing - Museum Discovery Garden chairs and tables	\$ 4,680.39
116807	Helena Chemical - Golf Course turf treatment	\$ 4,332.75
116823	Micro Systems - June & July IT support all sites, district exchange server upgrade, and Museum IT equipment	\$ 4,127.00
116820	Mahomet Landscapes - Museum Storywalk hazardous tree removal	\$ 3,975.00
116817	Kirchner Building Supply - Lake of the Woods shelters lumber & roofing materials	\$ 3,822.49
116803	Engineering Resource - Lake of the Woods stream erosion surveys	\$ 3,810.21
116696	Constellation Energy - May gas for all Lake of the Woods sites	\$ 3,794.98
116744	Eastern Illini Electric - June electric for Middle Fork, Homer Lake, Sangamon, and Riverview sites	\$ 3,760.62
116701, 116719, 116750	Heartland Coca Cola - Golf Course Snack Bar beverages	\$ 3,495.90
116711, 116737, 116759	Spherion Staffing - June Finance Department temporary staff pay	\$ 3,387.19
116707, 116732, 116754, 116781	Korner Distribution - Golf Course Snack Bar beverages	\$ 3,368.25
116757	David Sebestik - Golf Course Pro Shop June golf lessons	\$ 2,987.50
116828, Pcard	Champaign Multimedia Group - District hiring ads, requests for bids, Entertainment Extra ads for May & June	\$ 2,923.17
116718, 116742	ClientFirst - May IT management, Homer Lake & Middle Fork network installation, & antivirus/backup	\$ 2,861.25
116812	Illinois Meter Co - pipe fittings & plumbing parts for Golf Course and Lake of the Woods	\$ 2,792.58
116760, 116761	Standard Insurance - July District employee vision, dental, and life insurance	\$ 2,684.86
116822, Pcard	Menards - misc shop, office, and facility supplies for all sites	\$ 2,659.01
Pcard	Amazon - misc office, facility, & shop supplies, all sites	\$ 2,272.69
116839	ServPro - Headquarters basement cleaning	\$ 2,211.51
116705, 116728, 116779	Mediacom - Lake of the Woods June & July telephone, Jul internet	\$ 2,078.92
Pcard	Sam's Club - Golf Course Snack Bar snack merchandise	\$ 2,051.75
116830	PG Professional Golf - Golf Course used range balls	\$ 2,015.60
116838	Schoonover Sewer - Golf Course sanitary line cleanout & repair service	\$ 1,825.00
116796	Deans Graphics - Freedom Fest, Summer Concert, and other sign ads	\$ 1,759.50
116778	Gail Marcotte - Middle Fork Campground firewood merchandise	\$ 1,638.00
116729, 116780	Mizuno Golf - Golf Course Pro Shop club merchandise	\$ 1,605.20
116756	Sangamon Valley Water - June water for Lake of the Woods sites	\$ 1,514.63
116693	Callaway Golf - Golf Course Pro Shop club merchandise	\$ 1,458.45
116810, Pcard	Home Depot - misc shop, equipment, and facility supplies for Lake of the Woods	\$ 1,435.00
116735	Robert's Sysco - Golf Course Snack Bar hot dogs & brats	\$ 1,418.16
Pcard	Vrbo - Lake County Forum conference lodging	\$ 1,405.00
Pcard	Vital Education - District annual AED/CPR first aid training	\$ 1,390.50
116787	All Pro Welding - Lake of the Woods Hawthorn & Hickory shelters pillar steel boot welding	\$ 1,345.13
116764	Jason Troyer - Golf Course Pro Shop June golf lessons	\$ 1,337.50
116695	Cleveland Golf - Golf Course Pro Shop club merchandise	\$ 1,268.92
116776	Carron Johnson - Finance Department consultant travel and hotel expenses	\$ 1,247.43
116833	Prairie Material - Lake of the Woods Hickory and Hawthorn shelter replacement concrete	\$ 1,180.80
116799	Dion Happ Performance - Homer Lake Operations RTV tire replacement	\$ 1,154.32
116789	Battery Specialists - Golf Course cart repairs and rentals	\$ 1,119.01
116771	Gerald Foster - Summer Concert Series performance	\$ 1,100.00
116837, Pcard	Rural King - misc tools and shop supplies for all sites	\$ 1,050.77
116826	Midwest (Kemper) Pottyhouse - Freedom Fest port-a-potty rental	\$ 1,044.00
116819, Pcard	Mahomet Ace Hardware - misc shop, office, and facility supplies for all sites	\$ 1,041.96
116734	Republic - July garbage service for Lake of the Woods	\$ 1,001.53
Total Vendor Payments Greater Than \$1,000		\$ 579,213.54

Board of Commissioners
Champaign County Forest Preserve District

Bobbie Herakovich, Treasurer

July 20, 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

Action Requested

Staff requests the Board of Commissioners approve the bid from Bloomington-Normal Auto Mall for **Forty-Six Thousand Five Hundred Eighty-Three Dollars and 26/100 Cents (\$46,583.26)** 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. This vehicle will replace a 2008 Ford Super Duty F-250 which has increasing maintenance costs and is beyond its service life for the Forest Preserves. The Ford F-250 will be declared surplus and offered at auction.

In April, the Board of Commissioners approved a bid from Bloomington-Normal Auto Mall for a 2022 VW ID.4 Pro, but the District terminated the contract after the vendor was unable to furnish the vehicle. Staff initiated a second bidding process in June, this time allowing vendors to place an order for the District rather than bidding an on-lot vehicle.

Bid Results

The Request for Bids was advertised in the News-Gazette on June 18, 2023. Staff sent the Request for Bids to eight (8) auto dealerships in Illinois on Tuesday, June 20, 2023. Staff received two (2) sealed bids, opened Wednesday, July 5, 2023 at 10:00 am at Lake of the Woods Forest Preserve. Staff recommend the Board of Commissioners approve the bid including both alternates, a tow hitch and a level two charging cord, which are accounted for in the total bid price.

Vendor	Location	Model	Trade-in	Total Bid
Bloomington-Normal Auto Mall	Normal, IL	2023 VW ID.4 Pro	N/A	\$46,583.26
Tesla	Austin, TX	2023 Model Y	N/A	\$50,380.00

Sustainability in Purchasing

The new electric SUV replaces a 2008 truck with low gas mileage, contributing to the District's reduction of fossil fuel use and carbon emissions through expanding the 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	\$46,583.26
2023 Capital Equipment Budget Savings	\$7,416.74

Attachments

Attachment 1: 2023 Volkswagen ID.4 Pro model image



July 20, 2023

MEMORANDUM

To: Board of Commissioners
From: Sam Ihm, Planning Assistant
Re: Comprehensive Plan Status Update

Background

Staff have nearly finished a draft of the background analysis sections of the Comprehensive Plan and have begun to formulate recommendation categories. The background and analysis sections provide a snapshot of the current state of the District. Recommendations are then developed based on the data and analysis of earlier chapters and Board direction. Per the May 2023 update, much of the data thus far is direct and conclusive, but some of the patterns suggest that there are potential conflicting priorities between some prospective recommendations.

In order to develop clear, achievable recommendations, staff are requesting feedback and comment on the draft recommendation categories. Staff have designed an exercise for Commissioners to review the strength of evidence supporting each recommendation, address conflicts among recommendations, and reach consensus on which are most important for the District to pursue as a part of the Comprehensive Plan. Staff will incorporate the findings of this exercise into the draft of the Recommendations section which will be presented to the Board for additional comment and review.

The exercise contains several sections, beginning with six draft recommendation categories and their major supporting data points. Then, a series of open-ended questions, including opportunities to communicate any omissions or concerns, will help Commissioners guide staff in developing draft recommendation statements and begin drafting implementation strategies. Finally, tradeoff and ranking exercises will help ensure there is consensus for the proposed recommendations and reduce the number of recommendations as needed. Staff will follow up in August with a presentation of the results and an opportunity to discuss.

Overview: Board Exercises to Help Prioritize District Recommendations

The responses Commissioners provide in this worksheet will help staff develop recommendations for review to include as part of the Comprehensive Plan. This survey/worksheet contains four sections:

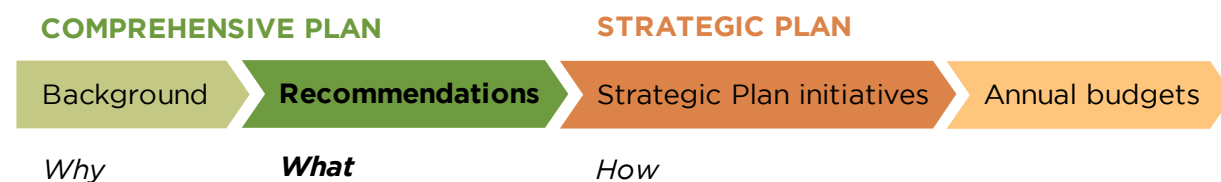
1. A summary of the District's six recommendation categories thus far
2. Two free-response questions
3. A "tradeoffs" exercise
4. A ranking exercise

Please send your responses to Sam Ihm, Planning Assistant at sihm@ccfpd.org or deliver to Headquarters, 109 S Lake of the Woods Rd, Mahomet, IL 61853 by **Thursday, August 3rd**. This deadline gives staff time to compile Board responses and prepare a presentation for the August meeting.

Draft Recommendation Categories

This section presents draft recommendations (in no particular order) and a summary of supporting data from background research and community input. Please use this data for the requested exercises.

Recommendations follow the background research and analysis completed for the Comprehensive Plan. Recommendations are meant to be broad, well-supported direction to help an organization achieve its goals. More specific objectives follow in strategic plans. These recommendations will inform future strategic plans and budgets.



Data Sources Explained

Informal in-person	Informal in-person input staff gathered at community events in summer 2021 <u>Questions</u> : "What would you spend your tax dollars on?" [choose up to 5]; "Why do you visit the preserves?" [free response]
Stakeholder surveys	Internal Stakeholder Surveys of Staff, Board, and CAC/Foundation conducted at the end of 2022; Includes SWOT and Visioning feedback
County-wide survey	Statistically valid, representative survey of 469 respondents in Champaign County conducted by aQity Research and Insights, Inc. from late 2022 to early 2023
State-wide survey	Statistically valid, representative survey of 2,700 respondents across Illinois conducted by aQity Research and Insights, Inc. in 2020
National survey	Statistically valid, representative survey of 1,000 respondents across the US conducted by Wakefield Research in May 2022
District policy	Policies adopted by the CCFPD Board of Commissioners
Literature review	Reviews of academic and scientific literature

Recommendation Theme: Lead on Climate & Conservation

Responses across several sources show people view CCFPD and forest preserve districts in general as leaders in conservation. Within CCFPD, across Champaign County, and across the nation, people want their local districts to continue doing what they are best known for: protecting lands, restoring natural areas, and managing habitats. An overwhelming majority also believes their local park and recreation agency should use lands to protect against climate change. Finally, there is significant county- and state-level demand for conservation and sustainability programming.

Navigating the challenges posed by climate change and our nature-depleted environment requires a multifaceted approach that may also include adapting District operations to changing conditions. Entrusted with the stewardship of public lands and seen as an authority on sustainability, CCFPD is naturally positioned to help lead the county's climate and conservation efforts.

Support for "Lead on Climate & Conservation"

SUB-THEME: CONSERVATION & CONSERVATION MESSAGING	
Source	Support
Informal in-person	Of 15 potential improvements, "Natural areas restoration" ranked #1, and "Natural features" was the #2 answer to "Why do you visit?"
Stakeholder surveys	In SWOT analyses, the #3 most prevalent topic was Land Preservation, whose top comment was "Natural areas (variety)"
County-wide survey	<p>Of 8 potential District priorities, "Manage habitats for native wildlife and plants" ranked #2, with 73% ranking it in their top 4</p> <p>Of 8 potential District priorities, "Provide educational opportunities, exhibits, and programs about history and nature" ranked #5, with 45% ranking it in their top 4</p> <p>The #4 category people said they liked about CCFPD is that the District protects wildlife and native plants (17%)</p> <p>The #1 educational programming request for a new nature center was sustainability and conservation topics</p>
State-wide survey	<p>80% of Illinoisans surveyed said they wanted to see more wildlife protected</p> <p>78% of residents surveyed want to see "more natural areas, particularly undisturbed prairies, forests, and wetlands" acquired and protected</p> <p>Of 9 potential state funding priorities, "Provide environmental/ conservation programs" ranked #2</p>
District policy	The CCFPD Climate Change Commitment, adopted in 2022, resolves the District to mitigate its impact, enhance ecosystems, and educate for engagement
Literature review	Referring to valuable themes for future comprehensive plans: "In the classic environmental worldview, nature (as epitomized by pristine national parks and wilderness areas) is perceived as separate and apart from cities and the

	built environment. In the 21st century, human impacts on climate, natural landscapes, and ecosystems have rendered this worldview obsolete."; "The comprehensive plan can specify a range of established and emerging applications to create a communitywide, multi-functional green infrastructure network." (Rouse, 2022)
SUB-THEME: CLIMATE – MANAGE LANDS FOR CLIMATE RESILIENCE	
Source	Support
Informal in-person	Of 15 potential improvements, “Natural areas restoration” ranked #1, and “Natural features” was the #2 answer to “Why do you visit?”
Stakeholder surveys	Expanding natural land management practices was the most commonly offered idea for how the District can improve over the next 10 years
National survey	90% of Americans surveyed thought their local agency should use parks to minimize impacts of flooding and extreme temperatures
District policy	The CCFPD Climate Change Commitment, adopted in 2022, resolves the District to mitigate its impact, enhance ecosystems, and educate for engagement
Literature review	<p>Research abounds regarding natural landforms’ and ecosystems’ abilities to reduce temperatures, filter air and water, reduce flooding, support a healthy water cycle, and provide a variety of other ecosystem services important to humans and our ability to adapt to and mitigate climate change. A Texas study found “one acre of prairie would increase the infiltration capacity of undeveloped land by 3.52 inches in a 100-year flood event” (Katy Prairie Conservancy, 2018). Another study evaluated the mitigation potential of land management strategies and found “forests and other ecosystems” comprise 50% of cost-effective mitigation potential (Roe et al., 2021).</p> <p>Nature-based solutions designed to adapt to climate change can improve biodiversity, which itself can help mitigate further climate change. Biodiverse ecosystems more effectively perform the services we need for climate change: “Biodiversity has well-established or putative effects on a number of ecosystem services mediated by ecosystem processes [including] regulation of climatic conditions suitable to humans and the animals and plants they consider important” (Diaz et al. 2006).</p>
THEME: CLIMATE – REDUCE DISTRICT’S CARBON FOOTPRINT	
Source	Support
Stakeholder surveys	“Reducing the District’s carbon footprint” was tied for the #1 goal stakeholders offered for the District
District policy	The Climate Change Commitment, adopted in 2022, resolves the District to reduce emissions each year, reaching near-zero net greenhouse gas emissions by 2050
Literature review	“Envisioning change” and identifying challenges and solutions helps to build public support in transitioning to clean energy policy and messaging at the municipal scale. (Skill et al. 2021)

References

Diaz, S., Fargione, J., Chapin III, F. S., & Tilman, D. (2006, August 15). Biodiversity Loss Threatens Human Well-Being. *PLOS Biology*, 4(8), e277. 10.1371/journal.pbio.0040277

natural solutions to flooding — KPC. (2018). Katy Prairie Conservancy. Retrieved February 14, 2022, from <https://www.katyprairie.org/natural-solutions-to-flooding>

Roe, S., Streck, C., Beach, R., Busch, J., Chapman, M., Daioglou, V., Depperman, A., Doelman, J., Emmet-Booth, J., Engelmann, J., Fricko, O., Frischmann, C., Funk, J., Grassi, G., Griscom, B., Havlik, P., Hanssen, S., Humpenoder, F., Landholm, D., Lawrence, D. (2021, October 11). Land-based measures to mitigate climate change: Potential and feasibility by country. *Global Change Biology*, 27(23), 6025-6058. 10.1111/gcb.15873

Skill et al. *Running on renewables: Building local support for 100% net-renewable electricity resolutions at the municipal scale in the United States*. (2021). *Energy Research & Social Science* 75. <https://doi.org/10.1016/j.erss.2021.101995>

Recommendation Theme: Acquire Land

Residents agree land acquisition should be a top priority for Illinois park agencies and the Champaign County Forest Preserve District in particular. Land acquisition also supports achieving several other proposed District Recommendations, such as climate and conservation leadership, expanding trails and outdoor recreation, and reaching new people.

As of 2023, Champaign County ranks in the bottom third of nineteen Illinois forest preserve and conservation districts in acreage relative to both county population and county size. One in five Champaign County respondents says land acquisition to protect natural areas should be the #1 priority, and the majority ranks it in their top four. A strong majority of Illinois residents surveyed say they support land acquisition for the purposes of protecting nature and for outdoor recreation. There is also national direction from the White House initiative to protect 30 percent of US lands and waters by 2030.

Support for “Acquire Land”

Source	Support
Informal in-person	Of 15 potential improvements, “Acquiring new land/preserves” was the #2 priority
Stakeholder surveys	“Acreage increased” was tied for the #1 goal stakeholders offered for the District, and in SWOT analyses, the #2 Opportunity was “Land acquisition”
County-wide survey	Of 8 potential District priorities, "Acquire/protect new natural areas" ranked #2, with 51% ranking it in their top 4 <ul style="list-style-type: none">- “Expand existing preserves” ranked #6/8 (38% top 4)- “Open new preserves, trails, facilities” ranked #7/8 (35% top 4) When asked how the District could improve, “More efforts to protect land and habitats” was one of the top suggestions
State-wide survey	78% of Illinois residents surveyed said they wanted to see “more natural areas, particularly undisturbed prairies, forests, and wetlands” acquired and protected; 73% of Illinois supports land acquisition for outdoor recreation

Recommendation Theme: Reach New People

Stakeholders and the general public agree that expanding public awareness is a major opportunity. Residents familiar with CCFPD give overwhelmingly positive reviews, but nearly one-fifth of survey respondents remains unaware of the District. Among those who do not visit the preserves, nearly one-third said it was because they were unfamiliar. Low familiarity with the District's programs in particular indicates the need for expanded and/or alternative outreach. Among visitors to the Homer Lake Interpretive Center, 90% are highly satisfied with the programs – but over half of survey respondents were unaware of or had not participated in programming. Significant racial and ethnic disparities in visitation and satisfaction also indicate the need for multiple outreach strategies.

Support for “Reach New People”

SUB-THEME: INCREASE PUBLIC AWARENESS	
Source	Support
Stakeholder surveys	In SWOT analyses, the #2 Weakness and the #5 most common comment overall was “Lack of public awareness”; “Expand public awareness” tied for the #2 Opportunity
County-wide survey	When asked how the District could improve, “Better outreach/promotion/ more info of offerings, events, value” was tied for the #1 suggestion 30% of nonusers said unfamiliarity was a reason they do not visit Over 50% of respondents were unaware of or had never used programming
SUB-THEME: REPRESENT DIVERSITY OF COUNTY IN STAFF/VISITORS	
Source	Support
Stakeholder surveys	In SWOT analyses, a top Weakness (#6 of 33) was “Staff diversity (lack of)” - Every stakeholder group had multiple people mention this
County-wide survey	White residents report visiting at an 89% rate compared with 59% for Black residents, and Hispanic residents report just 68% compared with non-Hispanics’ 84% African Americans, Hispanics, and people making under \$35,000 annually all report lower than average satisfaction ratings with CCFPD When asked where they would like to see the District acquire land, 47% of non-users said “Close to urban areas” compared to 27% overall
National survey	73% of US adults surveyed said they believe equity should be a high priority for their local parks and recreation agency
Literature review	"Research has repeatedly demonstrated that low-income and minority communities have less access than more affluent populations to parks, tree canopy, and other green resources, despite the potential benefits such resources provide." (Rigolon 2013)

Recommendation Theme: Expand Trails & Outdoor Recreation Opportunities

Trails – from accessible paved trails, to walking and hiking paths, to the Kickapoo Rail Trail – are the main draw to the preserves; maintaining them, adding more, connecting them, and making them more accessible are all extremely important to the public. Other outdoor amenities also attract visitors to the preserves. Visitors want to see CCFPD maintain and add more kids’ play areas and water activities. Expanding recreation also means making these opportunities available to everyone through inclusive and ADA-accessible spaces and activities.

Support for “Expand Trails & Outdoor Recreation Opportunities”

SUB-THEME: EXPAND/IMPROVE TRAILS	
Source	Support
Informal in-person	<p>When asked why they visit “Trails” was the #1 answer</p> <p>Of 15 potential improvements, “New/improved trails” ranked #3, and “Extending the Kickapoo Rail Trail” ranked #4</p>
County-wide survey	<p>Of 8 potential District priorities, “Maintain existing preserves, trails, facilities” ranked #1, with 80% ranking it in their top 4, 53% in their top 2, and 27% #1</p> <p>In “Importance,” the 3 trails categories ranked 1, 2, and 3 out of 11</p> <ul style="list-style-type: none"> - “Add more trails” was #1 (58% high importance; avg. rating 7.5/10) - “Add/connect longer trails” #2 (53%; 7.2/10) - “Add more paved trails for [accessibility]” #3 (42%; 6.9/10) <p>80% said they walked or hiked when visiting CCFPD, making it the most common activity</p> <p>When asked what the District could do better, the top comment was trail improvements, including maintenance and upkeep</p> <p>‘Guided hiking/walking trails’ was a top suggestion for the new nature center</p>
State-wide survey	81% of Illinoisans surveyed said they wanted more trails
SUB-THEME: EXPAND OUTDOOR RECREATION OPPORTUNITIES	
Source	Support
Informal in-person	<p>“[Outdoor recreation] amenities” and “Water activities” were the #3 and #4 reasons people said they visited</p> <p>Of 15 potential improvements, “New kids’ play areas” ranked #5</p>
County-wide survey	<p>In “Importance,” the #4 and #5 answers were “Add outdoor nature-based play areas for children” (39% high importance; avg. rating 6.6/10), and “More opportunities for kayaking, canoeing, rowing, etc.” (41%; 6.5/10)</p> <p>39% report doing some kind of water activity (fishing 24%, boating 23%, swimming 4%) when visiting</p> <p>When asked where they would like to see the District acquire land, “Waterways” was the #1 answer (60% of respondents)</p>

	<p>“Outdoor space” was the #1 priority amenity for a new nature center</p>
State-wide survey	<p>“Use a playground” rated #1 of 20 activities in frequency and importance</p> <p>“Inclusive/ADA programs/facilities” rated #1 of 16 priorities for facilities</p> <p>Nearly 3 in 5 agreed “Increased accessibility” was a concern for park visitation</p> <p>91% said outdoor recreation areas and facilities are important for health</p>

Recommendation Theme: Maintain What We Have

The upkeep of facilities and preserves is fundamental to the visitor experience. Due to financial limitations, the District's approach to maintenance has been somewhat reactive, which created a decades-long backlog in maintenance and replacement schedules. Increased funding from the 2020 referendum has allowed the District to catch up on past-due maintenance and begin to approach it more proactively. Visitors today are highly satisfied with the upkeep of facilities and preserves and four in five survey respondents would like maintenance to continue to be a top priority. A parallel focus on maintaining financial stability, a top priority for nearly half of respondents, will allow CCFPD to grow sustainably while maintaining its properties and facilities. The District should continually refocus on its long-term financial outlook as it grows to ensure it can keep pace with maintenance obligations while providing excellent services to the public.

Support for "Maintain What We Have"

SUB-THEME: PROACTIVELY MAINTAIN FACILITIES AND INFRASTRUCTURE	
Source	Support
Informal in-person	Of 15 potential improvements, "Sustainability improvements (replacing roofs, resurfacing roads, etc.)" ranked #6, and "Maintaining existing infrastructure" ranked #7
County-wide survey	<p>Of 8 potential District priorities, "Maintain existing preserves, trails, facilities" ranked #1, with 80% ranking it in their top 4, 53% in their top 2, and 27% #1</p> <p>When asked what the District could do better, the #3 comment was "Better upkeep"</p> <p>74% reported high satisfaction with "Cleanliness, maintenance, and upkeep"</p> <ul style="list-style-type: none"> - In an open-ended format, 45% noted preserves and facilities were clean and well-maintained
State-wide survey	<p>Of 9 potential state funding priorities, "Maintain existing park/recreation areas" ranked #1 by a significant margin</p> <p>The #1 concern regarding park visitation was that facilities are clean, with 71% saying they agreed</p>
SUB-THEME: FOCUS ON LONG-TERM FINANCIAL STABILITY	
Source	Support
Stakeholder surveys	In SWOT analyses, "Finances" was the #2 overall category due to concerns over funding sources and market forces, although there is some recency bias in comments referring to inflation, which every group mentioned at least once
County-wide survey	<p>Of 8 potential District priorities, "Ensure long-term financial sustainability" ranked #4 (46% put it in their top 4)</p> <p>58% said CCFPD provides great or excellent value (only 9% said poor value)</p>

Recommendation Theme: Expand Programming & Improve Nature Education Space

Nature-related education is in demand throughout Champaign County and across the state. CCFPD is uniquely positioned to offer high-quality nature-related programming, which is otherwise limited in Champaign County. High satisfaction ratings of programs, but participation by only a small core of users, indicates an opportunity to engage new users with expanded high-quality programs.

The existing Homer Lake Interpretive Center is not optimal for daily staff operations, programs, animal exhibits and care, or walk-in visitors. Internal assessments of facility needs for programming suggest the need for a new space.

Support for “Expand Programming & Improve Nature Education Space”

SUB-THEME: EXPAND PROGRAMMING	
Source	Support
County-wide survey	<p>Of 8 potential District priorities, “Provide educational opportunities, exhibits, and programs about history and nature” ranked #5 (45% put it in their top 4)</p> <p>Homer Lake Interpretive Center program users are 90% highly satisfied, but 94% of survey respondents said they had not participated or were unaware</p> <ul style="list-style-type: none"> - 28% visited HLIC in last 2 years <p>District-wide, 53-54% of program users are highly satisfied, but 51-52% of respondents said they had not participated or were unaware</p> <ul style="list-style-type: none"> - Exhibit users are 59% highly satisfied, but 41% unaware/have not used <p>When asked what they thought the District did well, the #6 comment was education and programming</p>
State-wide survey	<p>Of 9 potential funding priorities, “Provide environmental/conservation programs” ranked #2</p> <p>“Educational activities needed” ranked #2 of 9 concerns regarding park visitation (62% agree)</p>
District policy	The Climate Change Commitment, adopted in 2022, resolves the District act as a source of education to foster engagement and action on climate change
Literature Review	<p>An analysis of 7 studies found focusing on local environmental issues in environmental education programs encourages intergenerational learning (Duvall & Zint, 2007).</p> <p>In an analysis of over 50 years of studies, researchers found environmental education significantly improved intentions and self-reported behavior regarding the environment (van de Wetering et al., 2022).</p>

SUB-THEME: IMPROVE NATURE EDUCATION SPACE	
Source	Support
County-wide survey	Of 11 potential improvements, “Update or add a nature center” ranked #6 (37% high importance) More respondents favored renovation of the existing facility (42%) over building a new nature center (37% -- 18% HL, 19% elsewhere), but respondents were not informed of the spatial limitations at HLIC
Literature review	See above

References

Judith van de Wetering, Patty Leijten, Jenna Spitzer, Sander Thomaes (2022) Does environmental education benefit environmental outcomes in children and adolescents? A meta-analysis. Journal of Environmental Psychology. Volume 81. <https://doi.org/10.1016/j.jenvp.2022.101782>.

Edward Boyes & Martin Stanisstreet (2012) Environmental Education for Behaviour Change: Which actions should be targeted?, International Journal of Science Education, 34:10, 1591-1614, DOI: [10.1080/09500693.2011.584079](https://doi.org/10.1080/09500693.2011.584079)

Open-ended Questions

1. Do you have any comments on any of these six recommendations as presented?

a. Lead on Climate & Conservation

b. Acquire Land

c. Reach New People

d. Expand Trails & Outdoor Recreation Opportunities

e. Maintain What We Have (facilities & financial stability)

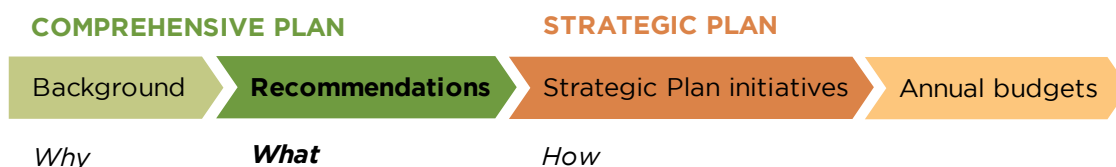
f. Expand Programming & Improve Nature Education Space

2. Are there any broad recommendations you feel are missing?

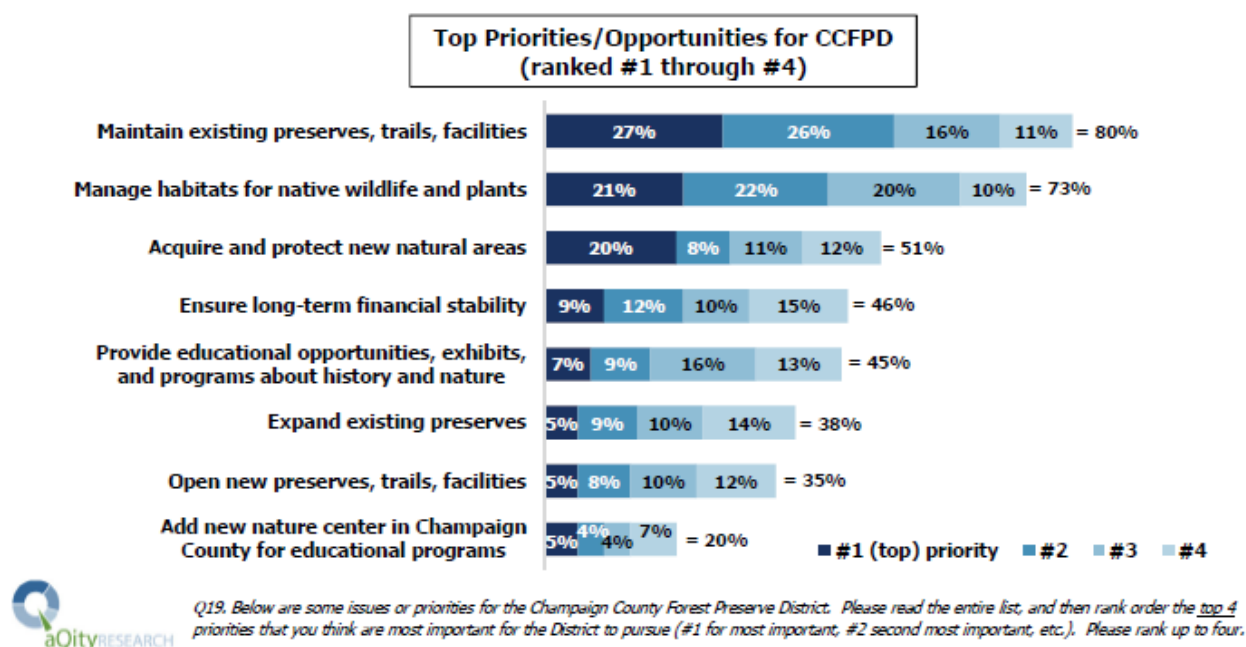
Tradeoffs Exercise

Though well-supported, some of these draft recommendation themes are at odds with one another and compete for limited resources. This exercise will help staff understand Board priorities as the recommendations are further developed.

INSTRUCTIONS: Please fill in one of the seven circles for each tradeoff question to indicate the extent to which the District should favor each direction. Refer to the supporting data in the Draft Recommendations section and the figures below to help contextualize the exercise and inform your responses. Your responses will help staff complete the Recommendations section of the Comprehensive Plan and begin drafting more specific suggestions for the Strategic Plan.



Above - Figure 1: Recommendations section in context



Above - Figure 2: County-wide survey results

Acquire Land vs. Maintain What We Have

Land acquisition is well supported, but buying land and maintaining it pose capital and operational constraints. Half of respondents want CCFPD to prioritize “Acquire and protect new natural areas,” slightly more than want “Ensure long-term financial stability.” Over one-third want the District to prioritize the other two land acquisition categories, “Open new preserves, trails, facilities” and “Expand existing preserves.”

The District should prioritize...



Acquiring land

Maintaining what we have

Expand Trails & Outdoor Recreation Opportunities vs. Conservation

Both aspects of this tradeoff are core to CCFPD’s mission and are in high demand at the county and state levels. Outdoor recreation and conservation can and do coexist, but the presence of outdoor recreation can have negative effects on biodiversity. ‘Maintaining trails’ is the top CCFPD priority from the county-wide survey, but ‘opening new trails’ is a much lower priority. Conservation is well supported – ‘managing habitats’ is the only other overwhelming priority in the survey, and “acquire and protect new natural areas” is a top priority for over half of respondents.

The District should prioritize...



Expanding trails & outdoor
recreation opportunities

Expanding natural areas
conservation

Expand Trails vs. Expand Outdoor Recreation

Demand for trails is higher than for any other outdoor activity. Survey respondents say they want more water recreation opportunities and more kids’ play areas. But how much should the District focus on providing a diversity of other outdoor recreation opportunities in addition to trails?

The District should prioritize...



Expanding trails

Expanding other outdoor recreation

Improve Nature Education Space vs. Maintain What We Have

Improved education space would expand the District's ability to provide the educational programming that is in high demand according county-wide and state-wide surveys. But the cost and maintenance of an improved nature education space would constrain resources elsewhere in the District. Twice as many survey respondents say maintaining financial stability is a top four priority compared to building a new nature center.

The District should prioritize...



Improving nature education space

Maintaining what we have

Ranking Exercise

This exercise will help staff understand Board preferences for how resources should be prioritized.

INSTRUCTIONS: Please rank these recommendations from most (1) to least (6) important for the District to pursue over the next 20 years. In the space below, please briefly justify your rankings.

- ___ Acquire Land
- ___ Expand Programming & Improve Nature Education Space
- ___ Expand Trails & Outdoor Recreation Opportunities
- ___ Lead on Climate & Conservation
- ___ Maintain What We Have (facilities & financial stability)
- ___ Reach New People

Please explain below why you ranked them in this order.

Thank you for your time. We know this was an extra commitment, and we greatly value your input!

July 20, 2023

MEMORANDUM

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

Action Requested

Staff requests the Board of Commissioners approve the bid from **Champaign Ford City** for **Fifty-Two Thousand Eight Hundred Eighty-Eight Dollars and 68/100 Cents (\$52,888.68)** for a truck at Lake of the Woods Forest Preserve and authorize the Executive Director to execute the contract.

Background

In 2021, the Board of Commissioners approved a bid for a 2021 Ford F-250 from Champaign Ford City. After several delays, Champaign Ford City canceled the order for the approved vehicle and offered no placeholder for a future order. More recently, Champaign Ford City offered a vehicle to meet the conditions of the 2021 bid request. Because of the significant increase in the price of the proposed vehicle compared to the original contract, staff reissued a request for bids.

Bid Results

The Request for Bids was advertised in the News-Gazette on July 1, 2023. Staff sent the Request for Bids to one (1) auto dealership on Wednesday, July 5, 2023. Staff received one (1) sealed bid, opened Monday, July 10, 2023 at 3:00 pm at Lake of the Woods Forest Preserve. Staff recommend the Board of Commissioners approve the bid from Champaign Ford City, which falls within the original project budget of \$57,500 carried over from 2021.

Vendor	Location	Model	Total Bid
Champaign Ford City	Champaign, IL	2023 F250 Super Duty	\$52,888.68

Sustainability in Purchasing

Electric truck models are not readily available for purchase or delivery. There are no electric vehicles available that match the specifications of the recommended vehicle.

Equity in Purchasing

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

Project Funding

2021 Capital Equipment LW F250 Diesel Truck, 4x4	\$57,500.00
Vehicle Cost	\$52,888.68
2021 Capital Equipment Budget Savings	\$4,611.32

Attachments

Attachment 1: 2023 Ford F250 Super Duty stock image



July 20, 2023

MEMORANDUM

To: Board of Commissioners

From: Bridgette Moen, Planning Director

Re: Approval of Quote for Museum of the Grand Prairie Annex Roof Replacement

Action Requested

Staff requests the Board of Commissioners approve the quote for Roof Replacement (Materials and Installation) at Lake of the Woods Forest Preserve from Otto's Construction, LLC for **Eighteen Thousand Three Hundred Fifty-One and 00/100 (\$18,351.00)**.

Background

The existing roof of the Museum of the Grand Prairie Annex, where staff offices are housed, was installed in 2006. Replacement was anticipated for 2026; however, staff discovered a significant leak this spring. Given the age of the roof and the extent of the leak, replacement in lieu of repair is recommended. Museum staff have agreed to utilize a portion of 2023 Capital Project funds approved for Blacksmith Exhibit renovation in order to expedite the roof replacement, with the understanding that these funds will be replaced in a future capital budget.

Otto's Construction, LLC has completed several projects with the District and their LLC filing with the State is in good standing. Completion is estimated by November 1st, 2023.

Quote Results

The request for quote was sent to twenty-six (26) vendors/groups, including local carpenter and roofing unions; three (3) quotes were received. No alternates were solicited.

Contractor	Location	DBE	Quote
Advanced Commercial Roofing	Champaign, IL	n/a	\$29,610.00
Commercial Builders, Inc	Champaign, IL	State of IL Small Business Set Aside Program	\$29,964.00
Otto's Construction, LLC	Arthur, IL	n/a	\$18,351.00

Sustainability in Purchasing

While in general staff are pursuing steel or composite roofs for their sustainability benefits, replacement with asphalt shingle to match the adjacent roof on the Education Center and main Museum building is recommended.

Equity in Purchasing

Staff sent the request for quote to vendors registered through the Illinois Procurement Gateway and the City of Champaign Diversity Advancement Program, none responded.

Project Funding

2023 Capital Budget (Blacksmith Renovation)	\$40,000.00
2023 Budget Impact	<u>\$18,351.00</u>
	\$21,649.00

Attachment 1: Plan of proposed improvements

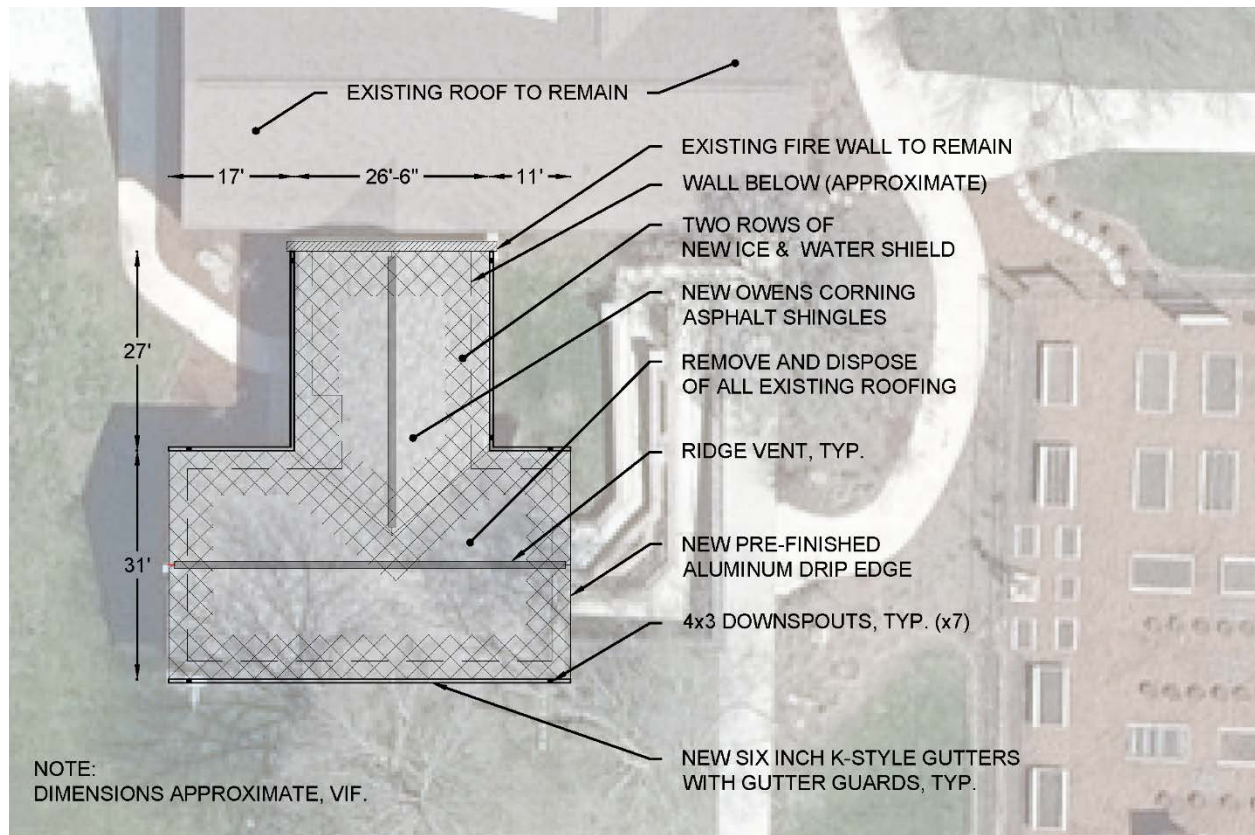


Figure 1. Plan of roof to be replaced, approximately 2,405 square feet.

Attachment 2: Photos of existing conditions



Figure 2. Roof to be replaced.



Figure 3. Damage to ceiling and wall as a result of the existing roof leak.

July 14, 2023

MEMORANDUM

From: Lorrie Pearson, Executive Director

To: Board of Commissioners

Re: Approve Contract Extension with GovTemps USA, LLC for Temporary Finance Professional

Action Requested

Staff requests the Board of Commissioners approve a contract extension with GovTemps USA, LLC, to provide a temporary financial professional in an amount not to exceed \$59,0000.

Background

Staff recommends extending a contract with GovTemps to provide a temporary finance professional to support the Business and Finance section for a period of a few months. That section is currently understaffed due to a vacancy in the Assistant Finance Director position. The FY24 budget process is underway and questions from the audit continue. Recruitment of new staff for the permanent role will take time and this work cannot wait until additional staff is hired and onboarded. This temporary position will fill the gap until the permanent role can be filled.

In April, we notified that Board that, should we have need, we would request an extension of services request at the July 20th meeting. At this time, we would like to extend the contract to October 20th, or until the Business and Finance Department has been adequately staffed to meet District needs. The high level of financial experience and education of the selected professional has been evident, and we request that she continue to lead the Business and Finance section during her time at CCFPD to ensure it is operating most efficiently and effectively prior to bringing on permanent staff. The section is currently supported by the Finance Director and a temporary data entry clerk. Retaining the services of a highly-experienced finance professional will allow the section to complete the audit, draft the budget, and review policies and procedures.

This temporary staff will continue to work primarily remotely, with on-site visits occurring as necessary for tasks requiring increased staff collaboration. The \$59,000 not-to-exceed amount will cover an additional 15 weeks of full-time work.

Funding for the extension of this temporary position will be, as previous, covered largely by savings in the personnel lines from vacancies (e.g. Assistant Finance Director and Museum and Education Director) and contractual/professional lines in the operating budget that are expected to be underspent this fiscal year. Travel costs can be covered by various travel line items.

Expenditures to Date

GovHR Temps USA, LLC Contract				\$ 59,000.00
Hourly Rate				
Actual hours worked thru 7/9/2023	435	\$	98.00	\$ 42,630.00
Estimated hours week ending 7/16	40	\$	98.00	\$ 3,920.00
Mileage (6 trips 103 miles @ .655 per mile)	12		67.47	\$ 809.64
Lodging (6 trips)				\$ 2,859.93
GOVHRTEMPS USA TOTAL				\$ 50,219.57

Project Funding

Savings from vacancies and in contractual/professional line items	\$160,967+
Contract Costs to Date	\$ (50,220)
Maximum Additional Contract Costs	\$ (59,000)

Attachment

Contract between GovTemps USA, LLC, and CCFPD

EMPLOYEE LEASING AGREEMENT

THIS EMPLOYEE LEASING AGREEMENT (this "Agreement") is made by **GOVTEMPSUSA, LLC**, an Illinois limited liability company ("GovTemps"), and **CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT** (the "Client"). GovTemps and the Client can be individually identified as a ("Party") and collectively as the ("Parties"). GovTemps and the Client agree as follows:

SECTION 1 SCOPE OF AGREEMENT

Section 1.01. Assigned Employee. The Client will lease from GovTemps, and GovTemps will lease to the Client, the personnel identified in attached Exhibit A, (the "Assigned Employee"). **Exhibit A** also identifies the temporary position and/or assignment (the "Assignment") the Assigned Employee will fill at the Client, and it further identifies the base compensation for the Assigned Employee, as of the effective date of this Agreement. **Exhibit A** may be modified from time to time by an amended Exhibit A signed by both GovTemps and the Client. GovTemps has the sole authority to formally assign and/or remove the Assigned Employee, provided however, that the Client may request, in writing, that GovTemps remove or reassign the Assigned Employee which removal or reassignment shall not be unreasonably withheld by GovTemps. The Parties understand and acknowledge that the Assigned Employee is subject to the Client's day-to-day supervision.

Section 1.02. Independent Contractor. GovTemps is and remains an independent contractor, and not an employee, agent, partner of, or joint venturer with, the Client. GovTemps has no authority to bind the Client to any commitment, contract, agreement or other obligation without the Client's express written consent. The Assigned Employee is and remains an employee of GovTemps, and not an employee, agent, partner of, or joint venturer with the Client, and also has no authority to bind the Client to any commitment, contract, agreement, or other obligation without the Client's express written consent.

SECTION 2 SERVICES AND OBLIGATIONS OF GOVTEMPS AND CLIENT

Section 2.01. Payment of Wages. GovTemps will timely pay the wages and related payroll taxes of the Assigned Employee from GovTemps' own account in accordance with federal and Illinois law and GovTemps' standard payroll practices. GovTemps will withhold from such wages all applicable taxes and other deductions elected by the Assigned Employee. The Client acknowledges that GovTemps may engage a financial entity to maintain its financing and record keeping services, which may include the payment of wages and related payroll taxes in accordance with this Section 2.01. The Client agrees to cooperate with GovTemps and any such financial entity to ensure timely payment of wages, related payroll taxes, and any applicable fees pursuant to this Section 2.01. As to Assigned Employee, GovTemps will comply with the Immigration Reform and Control Act of 1986, Title VII of the Civil Rights Act of 1964, as amended, (Title VII), the Americans With Disabilities Act of 1990 (ADA), the Age

Discrimination in Employment Act (ADEA), the Equal Pay Act of 1963, the Civil Rights Acts of 1866 and 1871 (42 U.S.C. § 1981), the Family and Medical Leave Act of 1993, the Fair Labor Standards Act of 1938, the National Labor Relations Act, the Employee Retirement Income Security Act ("ERISA") of 1974, and any other federal, state or local statute, state constitution, ordinance, order, regulation, policy or decision regulating wages and the payment of wages, prohibiting employment discrimination or otherwise establishing or relating to rights of Assigned Employee.

Section 2.02. Workers' Compensation. To the extent required by applicable law, GovTemps will maintain in effect workers' compensation coverage covering its Assigned Employee's work in an Assignment. Any applicable coverage under this Agreement terminates on the Termination Date of this Agreement. It is understood and agreed that the Client shall be under no obligation to reimburse or indemnify GovTemps for the workers compensation claims of the Assigned Employee(s) and GovTemps agrees to not seek any such reimbursement and/or indemnification; provided, however, that, this provision shall not apply and the Client shall be obligated to reimburse and hold GovTemps harmless for all loss and expense incurred as a result of such workers compensation claims in the event the Client engaged in intentional, reckless or grossly negligent misconduct relating thereto.

Section 2.03. Employee Benefits. GovTemps will provide to Assigned Employee those employee benefits GovTemps provides from time to time to its employees. GovTemps may amend or terminate any of its employee benefit plans according to their terms. All employee benefits, including severance benefits for Assigned Employee will be included in Fees payable to GovTemps under Section 3.01 of this Agreement. The Client shall not offer to the Assigned Employee and the Assigned Employee shall not be entitled to any employee benefits provided by the Client from time to time to its employees.

Section 2.04. Maintenance and Retention of Payroll and Benefit Records. GovTemps will maintain records of all wages and benefits paid and personnel actions taken by GovTemps in connection with the Assigned Employee. GovTemps will retain control of such records and make them available for inspection as required by applicable federal, state or local laws.

Section 2.05. Other Obligations of GovTemps. GovTemps will comply with any federal, state and local law applicable to its Assigned Employee(s).

Section 2.06. Direction and Control. The Assigned Employee will be supervised, directly and indirectly, and exclusively with regard to the Assignment by the Client's supervisory and managerial employees and shall be deemed and considered a "public employee" under the Illinois Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101, et seq., and specifically as an agent, volunteer, servant or employee" under Section 1-102 thereof with respect to the Assignment performed for the Client hereunder.

Section 2.07. Obligations of the Client. Pursuant to this Agreement the Client covenants, agrees and acknowledges:

(a) The Client will provide the Assigned Employee with a suitable workplace, that complies with US Occupational Safety and Health Administration (“OSHA”) statutes and regulations, and all other health and safety laws, regulations, ordinances, directives, and rules applicable to the Assigned Employee and the Assigned Employee’s workplace. The Client will provide and ensure use of all functional personal protective equipment as required by any federal, state or local law, regulation, ordinance, directive, or rule or as deemed necessary by GovTemps’ workers’ compensation carrier. GovTemps and/or its insurance carriers have the right, upon not less than two (2) business days prior written notice to the Client and without disrupting the Client’s business and operations, to inspect the Client’s premises to ensure that the Assigned Employee is not exposed to an unsafe work place. GovTemps’ rights under this paragraph do not diminish or alter the Client’s obligations to the Assigned Employee under applicable law, or its obligations to GovTemps under this Agreement;

(b) With respect to the Assigned Employee, the Client will comply with all applicable labor and employment-related laws and regulations, and any other federal, state or local statute, state constitution, ordinance, order, regulation, policy or decision, prohibiting employment discrimination, or otherwise establishing or relating to the terms and conditions of Assigned Employee’s Assignment;

(c) The Client retains the right to exert sufficient direction and control over the Assigned Employee as is necessary to conduct the Client’s business and operations and to comply with any applicable licensure, regulatory or statutory requirements;

(d) The Client cannot remove or reassign the Assigned Employee unless mutually agreed to in writing by GovTemps and the Client in accordance with Section 1.01 of this Agreement. Client will timely confer with GovTemps regarding any concern or complaint regarding Assigned Employee’s performance or conduct under this Agreement;

(e) The Client will not pay wages, salaries or other forms of direct or indirect compensation, including employee benefits, to Assigned Employee. Client represents that its actions under this Agreement do not violate its obligations it may have under any collective bargaining agreement; and

(f) The Client must report to GovTemps any injury to the Assigned Employee of which it has knowledge within twenty-four (24) hours of acquiring such knowledge.; and

(g) The Client must report to GovTemps any on the job illnesses, accidents and injuries of the Assigned Employee of which it has knowledge within twenty-four (24) hours of acquiring such knowledge.

SECTION 3 FEES PAYABLE TO GOVTEMPS

Section 3.01. Fees. The Client will pay GovTemps fees for the services provided under this Agreement as follows:

- (a) The base compensation as fully identified on **Exhibit A**, as amended; plus
- (b) Any employee benefits GovTemps paid to the Assigned Employee as identified on **Exhibit B** (if applicable), including, but not limited to, salary; wages; commissions; bonuses; sick pay; workers' compensation, health and other insurance premiums; payroll, unemployment, FICA and other taxes; vacation pay; overtime pay; severance pay; monthly automobile allowances, and any other compensation or benefits payable under any applicable GovTemps pension and welfare benefit plan or federal, state or local laws covering the Assigned Employee.

Section 3.02. Payment Method. Every two (2) weeks during the term of this Agreement, GovTemps will invoice in writing the Client for the fees owed under this Agreement. Within thirty (30) days following receipt of such invoice, or such later date as is permitted by the Illinois Local Governmental the Client must pay all invoiced amounts by check, wire transfer or electronic funds transfer to GovTemps to an account or lockbox as designated on the invoice. Late payments will be subject to all applicable interest payments or service charges provided by state or local law. In addition to charging interest or service charges provided by applicable law, GovTemps may, upon written notice to Client, suspend performance of services under this Agreement while any amount due is past due and remains unpaid.

SECTION 4 INSURANCE

Section 4.01. General and Professional Liability Insurance.

(a) The Client must maintain in full force and effect at all times during the term of this Agreement a Comprehensive (or Commercial) General Liability policy and Professional Liability insurance policy or policies (the "Policies") insuring the Client, its officials, and employees, with minimum coverage in the amount of \$1,000,000 per occurrence, \$3,000,000 aggregate. In the alternative, as applicable, the Client may maintain in full force and effect at all times during the term of this Agreement a self-insured retention ("SIR") which provides the same minimum coverage limits as set forth above. In the event such SIR exists and applies to this Agreement, the Client agrees to fully discuss the SIR's parameters with GovTemps and its relationship to the Policies. At a minimum, the Policies must insure the Client its officials and employees against bodily injury and property damage liability caused by on-premises business operations, completed operations and/or products or professional service and non-owned automobile coverage. The non-owned automobile coverage shall not include the Assigned Employee's personal vehicle.

(b) GovTemps must maintain in full force and effect at all times during the term of this Agreement a must maintain in full force and effect at all times during the term of this

Agreement a Comprehensive (or Commercial) General Liability and Professional Liability insurance naming the Client as an additional insured for Losses (as defined in Section 7 of this Agreement) to the Client arising out of the wrongful conduct of the Assigned Employee. To the extent that such coverage is available, responds to or defends against any such Losses, the Client shall have no further rights against GovTemps with relation thereto.

Section 4.02. Certificate of Insurance. Upon request, the parties will promptly issue to each other one or more Certificates of Insurance, verifying compliance with the provisions of Section 4.01. It is understood and agreed that the commencement of work by the Assigned Employee hereunder prior to the issuance of any required Certificate of Insurance shall not constitute nor be deemed a waiver of the obligation of either party under this provision nor the enforceability hereof.

Section 4.03. Automobile Liability Insurance. The Client shall maintain in effect automobile liability insurance which shall insure the Client and the Assigned Employee if the Assigned Employee operates a Client vehicle for any reason in connection with his her Assignment hereunder. Such coverage shall insure against liability for bodily injury, death and property damage.

SECTION 5 DURATION AND TERMINATION OF AGREEMENT

Section 5.01. Term and Effective Date. The Effective Date of this Agreement is the date that this Agreement is last signed by GovTemps on the signature page (the "Effective Date"). The period during which the Assigned Employee works at the Client is defined as the ("Term"). The Term commences on the Effective Date and will continue for the period identified on the attached Exhibit A, or until it is terminated in accordance with the remaining provisions of this Section 5. For the purposes of this Agreement, the date on which this Agreement expires and/or is terminated is the ("Termination Date").

Section 5.02. Termination of Agreement for Failure to Pay Fees. If the Client fails to timely pay the fees required under this Agreement, GovTemps may give the Client notice of its intent to terminate this Agreement for such failure and if such failure is remedied within ten (10) days, the notice will be of no further effect. If such failure is not remedied within the ten (10) day period, GovTemps has the right to terminate the Agreement upon expiration of such remedy period.

Section 5.03. Termination of Agreement for Material Breach. If either Party materially breaches this Agreement, the non-breaching Party must give the breaching Party written notice of its intent to terminate this Agreement for such breach and if such breach is remedied within ten (10) days, the notice will be of no further effect. If such breach is not remedied within the ten (10) day period, the non-breaching Party has the right to immediately terminate the Agreement upon expiration of such remedy period.

Section 5.04. Termination of Agreement to execute Temp-to Hire Option. At the end of the Term, the Client may hire the Assigned Employee as a permanent or temporary employee of the Client. The substantial investment of time and resources by GovTemps under

this Agreement to place the Assigned Employee with Client is recognized by Client. If after the end of the Term, Client hires Assigned Employee as either a permanent or temporary employee it must pay two (2) weeks of the Assigned Employee's gross salary to GovTemps no later than thirty (30) days after the date the Assigned Employee becomes the Client's employee.

SECTION 6 NON-SOLICITATION

Section 6.01. Non-Solicitation. The Client acknowledges GovTemps' legitimate interest in protecting its business for a reasonable time following the termination of this Agreement. Accordingly, the Client agrees that during the Term of this Agreement and for a period of two (2) years thereafter, the Client will not solicit, request, entice or induce Assigned Employee to terminate their employment with GovTemps, and the Client will not hire Assigned Employee as a permanent or temporary employee. If a Temp-to-Hire option provided for in Section 5.04 is properly exercised by the Client, then this Section 6.01 will not apply.

Section 6.02. Injunctive Relief. The Client recognizes that the rights and privileges granted by this Agreement are of a special, unique, and extraordinary character, the loss of which cannot reasonably or adequately be compensated for in damages in any action at law. Accordingly, the Client understands and agrees that GovTemps is entitled to equitable relief, including a temporary restraining order and preliminary and permanent injunctive relief, to prevent or enjoin a breach of Section 6.01 of this Agreement. The Client also understands and agrees that any such equitable relief is in addition to, and not in substitution for, any other relief to which GovTemps can recover.

Section 6.03. Survival. The provisions of Section 6 survive the expiration or termination of this Agreement.

SECTION 7 DISCLOSURE AND INDEMNIFICATION PROVISIONS

Section 7.01. Indemnification by GovTemps. GovTemps agrees to indemnify, defend and hold the Client and its related entities or their agents, representatives or employees (the "Client Parties") harmless from and against all claims, liabilities, damages, costs and expenses ("Losses") arising out any of the following: (a) GovTemps' breach of its obligations under this Agreement; (b) actions or conduct of GovTemps and its related business entities, their agents, representatives, and employees (the "GovTemps Parties"), taken or not taken with respect to the Assigned Employee that relate to events or incidents occurring prior or subsequent to the term of this Agreement; and (c) acts or omissions of GovTemps or any of the GovTemps Parties including the Assigned Employee, that are the direct and proximate cause of any such Loss.

Section 7.02. Indemnification by the Client. The Client agrees to indemnify, defend and hold the GovTemps Parties harmless from and against all Losses arising out any of the following: (a) Client's breach of its obligations under this Agreement; (b) activities or conditions associated with the Assignment, including without limitation, the Assigned Employee workers' compensation claims, but only as specifically provided in Section 2.02 of this Agreement; and (c) acts or omissions of Client that are the direct and proximate cause of any

such Loss. Notwithstanding the foregoing, the Client shall have no obligation to the GovTemps parties under this Section with respect to Losses arising out of events or incidents occurring before or after the term of this Agreement.

Section 7.03. Indemnification Procedures. The Party seeking indemnity (the "Indemnified Party") from the other Party (the "Indemnifying Party") pursuant to this Section 7, must give the Indemnifying Party prompt notice of any such claim, allow the Indemnifying Party to control the defense or settlement of such claim and cooperate with the Indemnifying Party in all matters related thereto. However, prior to the Indemnifying Party assuming such defense and upon the request of the Indemnified Party, the Indemnifying Party must demonstrate to the reasonable satisfaction of the Indemnified Party that the Indemnifying Party (a) is able to fully pay the reasonably anticipated indemnity amounts under this Section 7 and (b) will take steps satisfactory to the Indemnified Party to ensure its continued ability to pay such amounts. In the event the Indemnifying Party does not control the defense, the Indemnified Party may defend against any such claim at the Indemnifying Party's cost and expense, and the Indemnifying Party must fully cooperate with the Indemnified Party, at no charge to the Indemnified Party, in defending such potential Loss, including, without limitation, using reasonable commercial efforts to keep the relevant Assigned Employee available. In the event the Indemnifying Party controls the defense, the Indemnified Party is entitled, at its own expense, to participate in, but not control, such defense. The failure to promptly notify the Indemnifying Party of any claim pursuant to this Section will not relieve such Indemnifying Party of any indemnification obligation that it may have to the Indemnified Party, except that the Indemnifying Party shall have no obligation to reimburse the Indemnified Party for fees and costs incurred and any settlements made by the Indemnified Party without the prior written consent of the Indemnified Party prior to such notice or to the extent that the Indemnifying Party demonstrates that the defense of such action was materially prejudiced by the Indemnified Party's failure to timely give such notice.

Section 7.04. Survival of Indemnification Provisions. The provisions of Section 7 survive the expiration or termination of this Agreement.

SECTION 8 MISCELLANEOUS PROVISIONS

Section 8.01. Amendments. This Agreement may be amended at any time and from time to time, but any amendment must be in writing and signed by all the Parties to this Agreement, except for changes to the fees provided for in Section 3.

Section 8.02. Binding Effect. This Agreement inures to the benefit of and binds the Parties and their respective heirs, successors, representatives and assigns. Neither Party may assign its rights or delegate its duties under this Agreement without the express written consent of the other Party, which consent will not be unreasonably withheld.

Section 8.03. Counterpart Execution. This Agreement may be executed and delivered in any number of counterparts, each of which will be an original, but all of which together constitutes one and the same instrument. This Agreement may be executed and delivered via facsimile or electronic mail.

Section 8.04. Entire Agreement. This Agreement constitutes the entire agreement between the Parties regarding GovTemps' placement of the Assigned Employee with the Client, and contains all of the terms, conditions, covenants, stipulations, understandings and provisions agreed upon by the Parties. This Agreement supersedes and takes precedence over all proposals, memorandum agreements, tentative agreements, and oral agreements between the Parties, made prior to and including the Effective Date of this Agreement not specifically identified and incorporated in writing into this Agreement. No agent or representative of either Party has the authority to make, and the Parties will not be bound by or liable for, any statement, representation, promise, or agreement not specifically set forth in this Agreement.

Section 8.05. Further Assurances. The Parties will execute and deliver any and all additional papers, documents, and other assurances and do any and all acts and things reasonably necessary in connection with the performances of their obligations under this Agreement.

Section 8.06. Gender. Whenever the context herein so requires, the masculine, feminine or neuter gender and the singular and plural number include the other.

Section 8.07. Section Headings. Section and other headings contained in this Agreement are for reference purposes only and do not affect in any way the meaning or interpretation of this Agreement.

Section 8.08. Severability. If any part or condition of this Agreement is held to be void, invalid or inoperative, such shall not affect any other provision hereof, which will continue to be effective as though such void, invalid or inoperative part, clause or condition had not been made.

Section 8.09. Waiver of Provisions. The failure by one Party to require performance by the other Party shall not be deemed to be a waiver of any such breach, nor of any subsequent breach by the other Party of any provision of this Agreement, and shall not affect the validity of this Agreement, nor prejudice either Party's rights in connection with any subsequent action. Any provision of this Agreement may be waived if, but only if, such waiver is in writing signed by the Party against whom the waiver is to be effective.

Section 8.10. Confidentiality. Each Party will protect the confidentiality of the other's records and information and must not disclose confidential information without the prior written consent of the other Party. Each Party must reasonably cooperate with the other Party regarding any Freedom of Information Act (FOIA) request calling for production of documents related to this Agreement.

Section 8.11. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of Illinois applicable to contracts made and to be performed entirely within such state, except the law of conflicts.

Section 8.12. Force Majeure. GovTemps will not be responsible for failure or delay in assigning its Assigned Employee to Client if the failure or delay is caused by labor disputes and strikes, fire, riot, terrorism, acts of nature or of God, or any other causes beyond the control of GovTemps.

SECTION 9 DISPUTE RESOLUTION

Section 9.01.

8,14,1 **Mandatory Mediation/Arbitration.**

- (a) Party Conference. In the event of any controversy, dispute or claim arising out of or in any way related to this Agreement or the subject-matter hereof (a "Claim"), the Parties, by and through their principals, shall, within thirty (30) days of being advised of the Claim, confer and attempt to informally resolve the Claim. The purpose of this conference is to either resolve the Claim arising hereunder or, in circumstances where a claim has been asserted or threatened against the Client based on or potentially based on, in whole or in part, the conduct, acts, errors or omissions of the Assigned Employee, to agree upon a collaborative strategy whereby the parties participate in a manner that does not negatively impact the defense of the claim and, to the extent possible, preserves a unified defense. All parties agree to engage in good faith efforts in this regard.
- (b) Mandatory Mediation. In the event that the Party Conference required under paragraph (a) above, is unsuccessful, the Claim shall then be subject to mediation in an endeavor to settle the dispute in an amicable manner. Mediation shall be a condition precedent to arbitration required under paragraph 8,14.1(c). The mediation shall be conducted by a mediator selected jointly by the Parties who is: an uninterested party who is a current or former local government executive or officer; a risk manager, executive of an insurance or reinsurance company or of an insurance or reinsurance intermediary; a practicing lawyer with experience in the insurance industry and/or municipal or employment law; or a retired judge. The Parties shall agree to such a mediator within fourteen (14) days of a request hereunder being received by the non-requesting party. In the event that the Parties fail to so agree within the time stipulated or otherwise extended by agreement of the Parties, the mediator shall be selected in accordance with the Commercial Mediation Rules of the American Arbitration Association. The mandatory mediation shall be held in Chicago, Illinois if initiated by the Client, in Champaign County, Illinois if initiated by GovTemps, or at location otherwise agreed by the Parties, within 45 days after the selected mediator has accepted his or her appointment.
- (c) Mandatory Arbitration. Any Claim not resolved by mediation as set forth in paragraph 8.14.1(b) hereof ("the Mediation Claim"), including any disputes as to the scope and meaning of this Article and the arbitrability of any Claim, shall be decided by arbitration. A claim in arbitration must be

initiated within ninety (90) calendar days after termination of the Mediation Claim, which in the absence of agreement by the Parties to the contrary, shall be deemed the date on which the last demand or offer in settlement was made or on which the Parties met in person with the mediator, whichever is later. The Parties shall jointly agree on single arbitrator, who shall meet the same qualifications as required of the Mediator as set forth in paragraph 8.14.1(b) hereof. The Arbitrator shall be selected by the Parties within thirty (30) days of receipt of the Arbitration Claim by the non-demanding party. Failing agreement of the parties within the time stipulated or otherwise extended by agreement of the Parties, the arbitrator shall be selected in accordance with the Commercial Arbitration Rules of the American Arbitration Association – Expedited Procedure.

- (d) Hearings and Award. The arbitration shall be before one (1) arbitrator and shall be held in Chicago, Illinois if initiated by the Client, in Champaign County, Illinois if initiated by GovTemps, or at such other location as may be agreed by the Parties. Hearings hereunder shall not be open to the public and will be private and confidential. The award rendered by the Arbitrator shall be final and judgment may be entered thereon in accordance with applicable law in a court of competent jurisdiction. The arbitrator will be bound by the terms and conditions of this Agreement and shall have no power, in rendering his or her award, to alter or depart from any express provision of this Agreement, and his or her failure to observe this limitation shall constitute grounds for vacating the award. Except as otherwise provided in this Agreement, the arbitrator shall apply the law specified in Section 8.3. The arbitrator will not be empowered to award punitive damages except for willful misconduct. The award of the arbitrator shall be final and binding upon the parties and judgment upon the award may be entered in any court having jurisdiction thereof.

SECTION 10 NOTICES

Section 10.01. Notices. All Notices given under this Agreement must be written and may be given by personal delivery, first class U.S. Mail, registered or certified mail return receipt requested, overnight delivery service, or electronic mail.

Notices will be deemed received at the earlier of actual receipt or three (3) days from mailing date. Notices must be sent to the Parties at their respective addresses shown below. A Party may change its address for notice by giving written notice to the other Party.

If to GovTemps:

GOVTEMPSUSA, LLC
630 Dundee Road Suite 225
Northbrook, Illinois 60062
Attention: Michael J. Earl
Telephone: 224-261-8366
Electronic Mail: mearl@govhrusa.com

If to Client:

CHAMPAIGN COUNTY FOREST
PRESERVE DISTRICT
PO Box 1040
Mahomet, Illinois 61853
Attention: Lorrie Pearson
Telephone: 217-586-1258
Electronic Mail: lpearson@ccfpd.org

[Signatures on following page]

IN WITNESS WHEREOF, the Parties executed this Agreement on the Effective Date, which is the date this Agreement is last signed by GovTemps.

GOVTEMPSUSA, LLC,
an Illinois limited liability company

By Joellen Cademartori

Name: Joellen J. Cademartori
Title: President and Co-Owner

Effective Date: April 21, 2023

CLIENT

By William G. Goodman
Name: WILLIAM G. GOODMAN
Title: PRESIDENT, CCPPA

EXHIBIT A
Assigned Employee and Base Compensation

ASSIGNED EMPLOYEE: Carron Johnson

POSITION/ASSIGNMENT: Finance Consultant

TERM OF POSITION: April 21, 2023 – July 21, 2023.

Unless either party provides fourteen (14) days advance written notice, the agreement will automatically be extended on a bi-weekly basis up to October 20, 2023.

BASE COMPENSATION: \$98/hour. Hours worked and work schedule will vary; however, it is anticipated the employee will work between 30-40 hours/week. In the event of work in excess of 40 hours/week, the overtime rate will be \$147/hour.

Hours should be reported via email to payroll@govtempsusa.com on the Monday after the prior work week. The Client will be invoiced every other week for hours worked.

OTHER: Client will be responsible for mileage reimbursement directly to the employee at the current IRS rate for travel from employee's primary residence to the City. Client will also be responsible for coordinating or reimbursing employee for reasonable overnight lodging expense.

The parties hereby represent and warrant that the individuals whose signatures appear below are authorized by resolution or by their position with that party to enter into and execute this Exhibit A and any amendment thereto on that party's behalf.

GOVTEMPSUSA, LLC:

By: Joellen Cademartori

Date: April 13, 2023

CLIENT:

By: William G. Goodman
President, CCFA Board

Date: 4/20/23

This Exhibit A amends and supplements but does not replace all Exhibits A dated prior to the Effective Date of this Agreement.

EXHIBIT B
Summary of Benefits

DOES NOT APPLY

July 20, 2023

MEMORANDUM

To: Board of Commissioners
From: Bridgette Moen, Planning Director
Re: Kickapoo Rail Trail Update

Action Requested

No action is requested; information below is provided as a project update.

Background

To date 11.4 miles of the Kickapoo Rail Trail (KRT) have been constructed since the acquisition in 2014, with 13.2 miles of trail as planned still to be constructed between Champaign and Vermilion Counties. The 2019 Rebuild Illinois Capital Bill passed with \$11.2 million dollars allocated for the completion of the Kickapoo Rail Trail (KRT) with CCFPD as the grantee and the intention that the funds would also be shared among project partners the Vermilion County Conservation District (VCCD) and the Urbana Park District (UPD).

Staff have been coordinating with the KRT Steering Committee and the grantor, the Department of Commerce and Economic Opportunity (DCEO), to secure the funds for local use. In this process, staff submitted a scope for review to DCEO. Many of the clarifications needed from DCEO have been technical in nature and staff have addressed these.

The Steering Committee had initially agreed to individually bid and contract their respective portions of the project with the intent that an outside Owner's Representative would assist with grant reporting and compliance. However, the District's grant administrator at DCEO recently requested that CCFPD consider being the contract holder for all work as the primary grantee.

There are benefits to CCFPD being the contract holder for VCCD and UPD:

- As the grantee, CCFPD is responsible for ensuring sub-grantees are complying with the terms of the grant. By issuing the bids and holding the contracts, CCFPD is better able to verify that all work is procured, completed, and reported in a manner that satisfies DCEO's requirements.
- The process for hiring an architecture/engineering firm can be simplified. CCFPD, working closely with UPD and VCCD, could go through one Qualified Based Selection process instead of three separate processes (potentially resulting in three separate firms). Hiring a single architecture/engineering firm would reduce the overall coordination needed for the design/implementation and save time in the selection process.
- If the timing is right, multiple scopes of work could be bid at the same time, resulting in savings.

There are also drawbacks to this arrangement:

- There will be additional administrative burden on CCFPD; this will partially be offset with the assistance of an Owner's Representative and the architecture/engineering firm.
- CCFPD will need to ensure that not only our own procurement standards are followed, but also VCCD's and UPD's.

- If VCCD, UPD, or CCFPD bid any construction scopes together as one project (which could result in cost savings), front end specifications such as minimum insurance requirements will need to be coordinated.

Staff are requesting direction from the Board on whether CCFPD should be the contract holder for all scopes of DCEO KRT work in order to satisfy the request of DCEO and to simplify grant reporting.

Language has been drafted reflecting this change in the working draft of the proposed Intergovernmental Agreement. Once staff have adequate direction, the updated draft of the IGA will be shared with DCEO, counsel, and the Steering Committee for review before requesting approval.

Attachments:

1. Project Scope Summary
2. Intergovernmental Agreement DRAFT

Attachment 1: Project Scope Summary

Total Mileage

Miles constructed to date:

- Vermilion County: 3.1
- Champaign County: 8.2

Additional miles planned:

- Vermilion County: 8.7
- Champaign County: 4.5

Total miles upon completion:

- Vermilion County: 11.8
- Champaign County: 12.7

Project scope by agency

CCFPD

- Trail construction between St. Joseph and Ogden
- Acquisition, design, and construction of the trail from Weaver Park to the existing trail at E University Ave (US 150) and E Main St in Urbana

UPD

- Design and construction of a trailhead at Weaver Park in Urbana

VCCD

- Design and construction between Ogden and Oakwood through Fithian and Muncie (VCCD)

Award by agency

Agency	Percentage of Award	Award Per Agency
UPD	10.3%	\$1,148,023.10
CCFPD	30.4%	\$3,407,969.63
VCCD	59.3%	\$6,644,007.27
Total	100%	\$11,200,000.00

KICKAPOO RAIL TRAIL INTERGOVERNMENTAL AGREEMENT DRAFT

THIS AGREEMENT is hereby made and entered into this _____ day of _____, 2023, by and between the CHAMPAIGN COUNTY FOREST PRESERVE DISTRICT (“CCFPD”), VERMILION COUNTY CONSERVATION DISTRICT (“VCCD”), and the URBANA PARK DISTRICT (“UPD”), (each a “Party” and collectively along with any additional governmental agencies joining the Agreement in the future, the “Parties”).

W I T N E S S E T H:

WHEREAS, the Parties to this Agreement have proposed a collaboration for long term planning and development of the multi-use Kickapoo Rail Trail (“KRT”), as well as the public lands and amenities appurtenant thereto, in order to make efficient use of public dollars, ensure consistent maintenance, general standards of appearance and branding, and ultimately to provide the greatest benefit to the Parties’ respective constituencies by linking key resources;

WHEREAS, the KRT contains a wide range of important and unique natural resources and presents outstanding opportunities for recreation and economic development;

WHEREAS, the KRT is located on federally rail-banked properties currently owned by the CCFPD, VCCD and Illinois Department of Natural Resources (“IDNR”), which traverse the jurisdictions of various governmental Parties;

WHEREAS, given the federally rail-banked status of the KRT, the Surface Transportation Board (the “STB”) jurisdiction over the property is so that under certain circumstances, ownership of the property could revert to CSX to be reactivated for railroad purposes;

WHEREAS, CCFPD has applied for and received funds from the Illinois Department of Commerce and Economic Opportunity (“DCEO”) for the design and construction of portions of the Kickapoo Rail Trail and amenities in Champaign and Vermilion Counties; and

WHEREAS, Section 5 of Public Act 78-785 allows units of local government to enter into cooperative agreements.

NOW, THEREFORE, the Parties hereto mutually agree that:

1. DCEO Grant HD220154 shall cover construction and engineering costs not to exceed \$11,200,000.00.
2. CCFPD will act as the lead Agency for coordinating all aspects of the work completed as a part of DCEO Grant HD220154.

3. All parties shall be responsible for any project costs exceeding agreed upon allocation below.

Agency	Percentage of Award	Award Per Agency
UPD	10.3%	\$1,148,023.10
CCFPD	30.4%	\$3,407,969.63
VCCD	59.3%	\$6,644,007.27
Total	100%	\$11,200,000.00

4. All parties shall allow funds to be reallocated to other parties if project costs are below estimates upon completion.
5. All parties shall coordinate to reallocate funds if there are funds in excess from a single party. All parties should present and discuss fund reallocation during monthly KRT Steering Committee meeting for discussion and direction.
6. An Owners' representative shall be contracted by CCFPD to assist all parties meet the requirements of Grant HD220154.
7. CCFPD agrees to submit periodic financial and performance reports to DCEO.
8. CCFPD agrees to manage procurement, contracts, and vendor payments on behalf of VCCD and UPD.
9. All parties shall follow the guidelines of the grant agreement between DCEO and CCFPD, including but not limited to auditing requirements, procurement guidelines, signage requirements, timely billing, records retention, and accessibility.
10. All parties agree to complete work within the specific time frame of DCEO Grant HD220154 .
11. The term of this Agreement will not exceed seven years from the effective date of this agreement.
12. The terms of this Agreement may only be amended by mutual consent of the Parties with a written Amendment executed and dated by the Parties.
13. Any Party may terminate their participation in this Agreement for any reason by providing sixty (60) days written notice to the other Parties hereto. Unless and until all Parties' participation is terminated by written notice, this Agreement will remain in full force and effect. If Party chooses to terminate without completing the project, Party must return any funds to the CCFPD. CCFPD and remaining Party shall reallocate funds in accordance with this Agreement and terms of DCEO Grant HD220154.
14. If any provision of this Agreement is held unenforceable, then such provision will be modified to reflect the Parties' intention. All remaining provisions of this Contract shall remain in full force and effect.
15. This Agreement, including the Exhibits and/or Attachments, if any, sets forth the entire agreement between the Parties. All prior conversation or writings between the Parties hereto or their representatives regarding the subject matter hereof are merged herein and extinguished.
16. This Agreement is subject to the jurisdiction and laws of the State of Illinois.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement, effective as of the date of the latest signature below (the “Effective Date”).

For the Champaign County Forest Preserve District

Date

For the Vermilion County Conservation District

Date

For the Urbana Park District

Date