

Journal of Proceedings
REGULAR MEETING – BOARD OF COMMISSIONERS
October 20, 2022, 6:00 pm, Education Classroom,
Museum of the Grand Prairie, Lake of the Woods Forest Preserve, Mahomet, Illinois

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting on Thursday, October 20, 2022 at the Education Classroom, Museum of the Grand Prairie, Mahomet IL. Commissioner Goodman called the Regular Meeting to order at 6:03 p.m. Commissioner Livesay called the roll. The following Commissioners were present: Goodman, Herakovich, Hundley, Kerins, and Livesay.

REMOTE ATTENDANCE – None

PUBLIC COMMENT – None

AGENDA MODIFICATIONS– None

PRESENTATION –

A. 2023 Budget Updates: General Update #2 Compensation, 5-Year Capital Equipment– Finance Director, John Baker, and Deputy Executive Director, Michael Daab, reviewed documents that were included in the meeting packet. HR Manager, Dara Edgington, shared information included in the Board packet, noting that “compensation management” includes potential funding for hiring, retention, and mid-year adjustments to positions, such as might be identified through the museum and education restructure. Commissioners asked if lower grade positions are having trouble finding help with the lower wages. Staff noted it had been challenging.

Commissioners commended staff for the sustainability detailed reporting.

B. Proposed Change to Program Budget Areas – Youth Programs Manager, Stacey Clementz, gave an overview of the information supplied in the packet, noting the example of Heritage interpretation. Livesay thanked Clementz for supplying the example, noting that it helped in clarifying the change, as she was worried there wouldn’t be a footprint for Environmental Education. All commissioners agreed with the change, noting they did, however, want to keep track of facilities and spending of the two. Staff noted the budget codes would separate facilities and spending.

APPROVAL OF CONSENT AGENDA

- A. Minutes of Special Meeting on September 15, 2022**
- B. Minutes of Regular Meeting on September 15, 2022**
- C. Minutes of Special Meeting on October 5, 2022**
- D. Monthly Staff Reports**
- E. September Treasurers Report**
- F. Disbursements for Approval**
- G. CAC Bylaws Amendment**

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H. Approval of Lake of the Woods Concrete Bid

I. Approval of Contract for Architecture/Engineering Services for Lake of the Woods Forest Preserve

J. Resolution 2022-25 Support for Participation in Equity in Practice Certificate Program

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

COMMISSIONERS REPORT

A. Forest Preserve Friends Foundation

Livesay noted at the last meeting discussion included the 2023 Budget, and also over the past month, the Three Rivers Society and Fundraising committees also met. Pearson reported a donor fundraising event will be taking place on December 1st, the same day as the originally scheduled Study Session. Pearson asked if the Board would agree to change the time of the Study Session until 7:00 pm as opposed to 6:00 pm to allow the Board members to attend the donor event prior to the Study Session. All agreed to the later start time.

B. Citizens Advisory Committee

Marketing Manager, Lisa Sprinkle, noted the group had discussed the by-law changes that are on the meeting agenda this evening, and have formed a nominating committee in preparation of new members being searched for, and lastly, the group met in person, the first time in 2 ½ years due to COVID restrictions.

C. Commissioner Comments

Commissioners cited the following items from staff reports and observations:

- Museum programming
- Rotary Hill Shelter improvements
- Museum accreditation
- Employee appreciation event
- Museum volunteers
- Museum/education work
- Connecting All Colors Programming
- Upcoming KRT fundraiser
- Golf numbers
- Night Lights at the Gardens
- Covered bridge roofing work
- 75th Anniversary planning
- Collaborating with other like entities

Commissioners noted thanks to all staff for the appearance of all preserves, sustainability and DEI committees, and Natural Resources for their work.

Commissioner Kerins noted thanks for being able to attend the recent NRPA Conference.

STAFF REPORTS

A. Executive Director Announcements – Pearson gave thanks to Commissioners for their recent assistance with the museum accreditation process. Pearson also introduced Nina Carmichael, Leadership in Conservation Fellow, and Kristin Rose, Marketing Specialist. Pearson and also noted sessions she had attended at the recent NRPA Conference, and commended staff for recent collaboration between Homer Lake and Lake of the Woods staff and Natural Resources and Middle Fork staff.

B. Comprehensive Plan Feedback Exercise – Sam Ihm, Planning Assistant, gave an overview of the document included in the packet, and asked commissioners to complete the worksheet included and return to him, and a follow up to the findings from them and others would be reported at the next meeting.

C. Freedom Fest – Lisa Sprinkle, Marketing Manager, reviewed the information that was included in the packet, and asked the Board for guidance going forward. Livesay stated she would like staff/committee to try to find local sponsors that would take ownership in the event. Kerins and Hundley felt staff time could be better spent, but if given a deadline of this winter, to try to see what interest there is, and then make the call to discontinue, and have the 2023 event be the last, and could also tie in with the 75th anniversary happening in 2023. Staff will report on findings late winter. Commissioners thanked staff for the information provided.

D. 75th Anniversary – Sprinkle advised the committee has been working on planning, a logo has been designed, 2023 District programming will be tied into the festivities, a 75-mile challenge, and other activities are being looked at.

OLD BUSINESS – None

NEW BUSINESS

A. Ordinance 2022-02 Annual Tentative Tax Levy

Commissioner Herakovich moved the Board approve Ordinance 2022-02, Annual Tentative Tax Levy for 2022 /taxes due in 2023. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay.

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B. Approval of Contract for Website Redesign

Commissioner Livesay moved the Board award a contract for redesigning the Champaign County Forest Preserve District's current website in the amount of \$34,910 to Accuraty Solutions, LLC, contingent upon review and approval by counsel. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted "yes": Goodman, Herakovich, Hundley, Kerins, and Livesay.

C. Approval of Lake of the Woods West Maintenance steel Roof Materials Purchase

Commissioner Herakovich moved the Board approve the quote for purchase of roofing materials for Lake of the Woods Forest Preserve from Kirchner Building Centers for Fourteen Thousand Nine Hundred Ninety Dollars and 82/100 (\$14,990.82) and authorize the Executive Director to executive the contract. Commissioner Livesay seconded. District Planner, Bridgette Moen, reported that although the bid is under the \$15,000 threshold needed for Board approval, the purchase was on the agenda due to any possible change orders that could possibly happen, that would then delay the ordering and shipping of the material. A roll call vote was taken. The following commissioners voted "yes": Goodman, Herakovich, Hundley, Kerins, and Livesay.

D. Resolution 2022-21 District Housing Policy

Commissioner Kerins moved the Board approve Resolution 2022-21, District Housing Policy. Commissioner Hundley seconded. A roll call vote was taken. The following commissioners voted "yes": Goodman, Herakovich, Hundley, Kerins, and Livesay.

E. Resolution 2022-22 Personnel Policy 3-1: Holidays

Commissioner Herakovich moved the Board approve Resolution 2022-22, pertaining to updates to the District's holiday policy. Commissioner Kerins seconded. Commissioners confirmed the current number of District holidays. A roll call vote was taken. The following commissioners voted "yes": Goodman, Herakovich, Hundley, Kerins, and Livesay.

F. Resolution 2022-24 District surplus

Commissioner Herakovich moved the Board approve Resolution 2022-24 designating the existing Mabery Gelvin Botanical garden greenhouse as surplus and authorizing the sale/bid/or disposal (as noted in packet). Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted "yes": Goodman, Herakovich, Hundley, Kerins, and Livesay.

EXECUTIVE SESSION

At 7:09 pm, Commissioner Livesay moved to adjourn to Executive Session for 2(c)(1), the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body and 2(c)(5) the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired," as authorized by 5 ILSC 120.

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

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Commissioners Livesay moved to adjourn back to regular session at 9:43 pm. Hundley seconded. A voice vote was taken. Motion carried. .

MEETING ADJOURNMENT

Commissioner Livesay made a motion to adjourn the Regular Meeting at 9:45 pm. Hundley seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Herakovich, Hundley, Kerins, and Livesay.

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