

**, Journal of Proceedings**  
**REGULAR MEETING – BOARD OF COMMISSIONERS**  
**July 21, 2022, 6:00 pm**  
**Salt Fork Center, Homer Lake Forest Preserve, Homer, Illinois**

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting on Thursday, July 21, 2022 at the Salt Fork Center, Homer Lake Forest Preserve, Homer IL. Commissioner Goodman called the Regular Meeting to order at 6:00 p.m. Commissioner Kerins called the roll. The following Commissioners were present: Goodman, Livesay and Kerins. Commissioner Herakovich was absent with notice. Also present, Wendy Hundley.

**REMOTE ATTENDANCE** – None

**PUBLIC COMMENT** – Commissioner Goodman read a comment sent in via email from Carolyn Baxley urging the District to NOT have fireworks at Lake of the Woods because of the tremendous negative impact on wildlife and on nearby domestic animals, Baxley included reference websites.

**AGENDA MODIFICATIONS** – None

**NEW BUSINESS**

**A. Approve Resolution 2022-12 Honoring Scott Hays**

Commissioner Kerins moved to Board approve Resolution R2022-Honoring Commissioner Scott Hays. Commissioner Livesay seconded. Commissioner Livesay read the Resolution out loud. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Kerins and Livesay. Motion carried. Hays thanked the Board for the recognition.

**OATH OF APPOINTED COMMISSIONER WENDY HUNDLEY**

Wendy Hundley was sworn in as a commissioner of the Champaign County Forest Preserve District.

**APPOINTMENTS**

Commissioner Kerins moved the slate of officers: Goodman, President; Kerins, Vice President; Herakovich, Treasurer; Livesay, Secretary; Hundley, Assistant Treasurer/Secretary. Commissioner Livesay seconded. All agreed that the new appointments would go into effect at the next meeting. A voice vote was taken. Motion carried.

Commissioner Goodman advised Board Committee appointments will be as follows: Forest Preserve Friends Foundation, Livesay; Sustainability, Kerins; Golf, Goodman. It was noted the CAC appointment would be made at a later meeting.

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### **PRESENTATION**

#### **A. 2021 CCFPD Audit**

Hope Wheeler with CliftonLarsonAllen LLP gave a visual presentation reviewing the Districts recent 2021 audit. Wheeler also thanked District staff and Commissioners for their assistance providing documents and information for the audit. As Commissioner Herakovich, Board Treasurer, was unable to attend the meeting, Goodman read Herakovich's notes regarding thanks to staff and the CliftonLarsonAllen for their work on the audit. Commissioners thanked Ms. Wheeler for the presentation and attending the meeting.

### **APPROVAL OF CONSENT AGENDA**

**A. Minutes of Regular Meeting on June 14, 2022**

**B. Minutes of Executive Session on June 14, 2022**

**C. Monthly Staff Reports**

**D. June Treasurers Report**

**E. Disbursements for Approval**

**F. 2021 District Audit Comprehensive Financial Report**

**G. Local Public Agency Agreement for Federal Participation Amendment #1 (KRT)**

**H. NRPA Travel - Pearson**

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

### **COMMISSIONERS REPORT**

#### **A. Forest Preserve Friends Foundation**

Livesay noted at the last meeting a new member was welcomed, a discussion took place regarding community foundation funds use, and a donation to the Champaign County Environmental Stewards was approved.

#### **B. Citizens Advisory Committee**

It was noted the group had not met since the last Board meeting.

#### **C. Commissioner Comments**

Commissioners cited the following items from staff reports and observations:

- Current projects
- Volunteer hours
- Before/after pics
- Visitation numbers
- Golf – numbers and great course appearance
- Sustainability work
- Willow Pond
- Staff and volunteer work on Freedom Fest

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- Gardens
- OSLAD grant

Hundley thanked staff and the Board for the welcome, and noted she was glad to be here.

Livesay also suggested other Commissioners attend FPF meetings with her, as this is her last year as a Board member and FPF liaison, so would give others a chance to see the workings of the Foundation.

Goodman reported an acquaintance of his had recently played golf at the Lake of the Woods Golf Course, after not playing there in a long time, and had made a special point to call Goodman to let him know how pleased he was with the condition of the course, especially with the recent heat and no precipitation, noting this is the best the course has ever looked, especially the greens and tee blocks. Goodman noted thanks to golf staff for their work.

### **STAFF REPORTS**

**A. Executive Director Announcements** – Pearson also commended the golf staff for their work on the appearance of the course, noting many positive comments have been brought to her attention regarding how good the course looks. Pearson also advised staff are currently in the interview process for the Leadership and Conservation Fellowship, and DEI committee members, Blair Balbach and Ryan Anderson, are developing a process for competitive ways of spending funds budgeted for 2022 within the DEI budget.

Pearson also suggested changing the location of the September CCFPD Board meeting to Ogden, as the KRT should be completed in that area so a small ribbon cutting could be done prior to the meeting. Commissioners agreed to the suggestion.

**OLD BUSINESS** – None

### **NEW BUSINESS (Continued)**

#### **B. Approve Proposal for Comprehensive Plan and Nature Center Surveys**

Commissioner Kerins moved the Board approve the proposal for Comprehensive Plan and Nature Center Surveys for \$29,300 and authorize the Executive Director to execute the contract. Commissioner Livesay seconded. Planning Assistant, Sam Ihm, gave an overview of the project and the pricing. Livesay confirmed format, timeline, scope of survey question and error margin. Ihm noted it would be a hybrid online survey format, a 5% error margin, and questions would be directed at education, programming and nature center usage criteria. District Planner, Bridgette Moen, advised the survey should be wrapped up by November. Goodman confirmed error margin, and asked if references include other forest preserves. Hundley confirmed if other like entities have conducted similar surveys and what their findings were. Ihm noted the firm has worked with dozens of forest preserves and park districts since the 1990s on this time of work. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hundley, Kerins and Livesay.

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### **C. Approve Intergovernmental Agreement for the Kickapoo Rail Trail (KRT)**

Commissioner Livesay moved the Board approve the Kickapoo Rail Trail (KRT) Intergovernmental Agreement. Commissioner Kerins seconded. A voice vote was taken. Motion carried.

### **D. Approve Museum and Education Department Ethics Statement, Collection Policy, and the Emergency Procedures Plan Updates**

Commissioner Livesay moved the Board approve minor changes to the previously-approved Museum and Education Department Collection Policy, Museum and Education Department Ethics Statement, and Museum and Education Department Emergency Preparedness Plan. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hundley, Kerins and Livesay.

### **E. Approve Request to Acquire Collections**

Commissioner Kerins moved the Board approve the acquisition for the permanent collections of items included in the following offers: Katie Snyder, Brenda Rice, Julie Pryde/C-UPHD, Dan Olson/Champaign Park District Sheila T. Parinas, Shelia Raila, Barb Oehlschlaeger-Garvey, Michael Markstahler, Gisele Atterberry. Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hundley, Kerins and Livesay.

### **F. Approve Request to Deaccession Collections**

Commissioner Livesay moved the Board approve deaccessioning the Wallbaugh toy cupboard and Markstahler wallpaper from the museums’ permanent collection. Commissioner Kerins seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hundley, Kerins and Livesay.

### **G. Approve Purchase of commercial Greens Mower**

Commissioner Kerins moved the Board approve the bid for purchase of an electric commercial green’s mower for the Lake of the Woods Golf Course from MTI Distributing, Inc. for Sixty-Three Thousand Two Hundred Twelve and 76/100 (\$63,212.76) and authorize the Executive Director to execute the contract. Commissioner Livesay seconded. Torres noted this model will eliminate hydraulics and possible leaks, it also allows for attachments to easily be added, thus eliminating other large equipment purchases needed. Commissioners confirmed maintenance needs, and references on others that currently use. Torres noted the state and U of I currently use this model and have favorable feedback. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hundley, Kerins and Livesay.

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**EXECUTIVE SESSION** – Commissioner Kerins moved to adjourn to Executive Session at 6:49 pm for “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body,” as authorized by 5 ILCS 120/2(c)(1), AND “Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property,” as authorized by 5 ILCS 120/2(c)(8). Commissioner Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hundley, Kerins and Livesay.

Kerins moved to return to Regular meeting at 7:19 pm. Livesay seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hundley, Kerins and Livesay.

**NEW BUSINESS (Continued)**

**H. Approve Contracts with D1 Networks, LLC for Site Security**

Commissioner Livesay moved the Board approve two Services Proposal and Agreements from D1 Networks, LLC for new technology installation for fire and security and to authorize the Executive Director to execute the contracts, subject to review by legal counsel. The first is for Lake of the Woods (LOW) facilities for Forty-Nine Thousand One Hundred Fifty-Five and 00/100 (\$49,155). The second contract is for Homer Lake (HL) facilities for an amount not-to-exceed Seventeen Thousand and 00/100 (\$17,000). Kerins seconded. Livesay amended the motion to include the contract to be executed by the Executive Director, and to be reviewed by legal counsel. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hundley, Kerins and Livesay.

**MEETING ADJOURNMENT**

Commissioner Kerins made a motion to adjourn the Regular Meeting at 7:24 pm. Hundley seconded. A roll call vote was taken. The following commissioners voted “yes”: Goodman, Hundley, Kerins and Livesay. Motion carried.

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