

**Journal of Proceedings**  
**REGULAR MEETING – BOARD OF COMMISSIONERS**  
**August 21, 2025 6:00 pm,**  
**Champaign Public Library, Robeson Pavilion Room A, Champaign, Illinois**

The Champaign County Forest Preserve District Board of Commissioners met at a Regular Meeting on Thursday, August 21, 2025, at the Champaign Public Library, Robeson Pavilion Room A, Champaign Illinois. Commissioner Hundley called the Regular Meeting to order at 6:00 p.m. Commissioner Knott called the roll. The following Commissioners were present: Hundley, Knott and Goodman. Commissioner Toalson was absent with notice. Also present, Tim Bartlett.

**REMOTE ATTENDANCE** – None

**PUBLIC COMMENT** – None

**AGENDA MODIFICATIONS** – None

**OATH OF NEWLY APPOINTED COMMISSIONER TIMOTHY BARTLETT**

Timothy Bartlett was sworn in as commissioner of the Champaign County Forest Preserve District.

**SELECTION OF OFFICERS**

Commissioner Knott moved the slate of officers: Hundley, President; Vice President, Knott; Treasurer, Goodman; Secretary, Toalson; Assistant Secretary/Treasurer, Bartlett. Commissioner Goodman seconded. Motion carried.

**SELECTION OF FOUNDATION LIAISON**

Commissioner Bartlett volunteered to be the Foundation Liaison. Commissioner Knott made a motion to accept Commissioner Bartlett as the Foundation Liaison, Commissioner Goodman seconded. Motion carried.

**PRESENTATIONS –**

**A. FY 24 Audit**

Sandy Perry, Assurance Director of CliftonLarsonAllen accounting firm, who specializes in state and local government audits, presented the 2024 financial audit results for the Champaign County Forest Preserve District. Sandy reported that a clean, unmodified opinion was issued on the annual comprehensive financial report, which is the highest level of opinion that can be received. Sandy thanked Brock Martin, Business and Finance Director, for his help with the audit by providing documentation, as well as implementing new finance software for use going forward.

**B. 2026 Budget Update #1**

Brock Martin, Business and Finance Director, presented the 2026 budget update. Several large projects are in process for the end of 2025, beginning of 2026, resulting in a significant decrease

in overall cash balance. Property tax revenue growth will be slower than it has been, due to the property tax cap for Champaign County. Other revenue streams will remain consistent. On the expense side, the Champaign County Forest Preserve District will be able to make a reasonable salary increase, comparative with the rising cost of living. Property insurance with Park District Risk Management Association costs have risen significantly. The contract for property insurance ends in April 2026, Brock suggested requesting quotes from other companies to ensure the current rates are in line with what other companies providing insurance to forest preserves would charge.

### **APPROVAL OF CONSENT AGENDA**

- A. Minutes of Regular Meeting on June 12, 2025**
- B. July and August Monthly Staff Reports**
- C. Disbursements for Approval**
- D. July Treasurers Report**
- E. Approval of the 2024 District Audit Comprehensive Financial Report**
- F. Approve R-2025-10-IMRF Authorized Agent**

Commissioner Knott made a motion to approve consent agenda items A. through F.

Commissioner Bartlett seconded. A roll call vote was taken. The following commissioners voted “yes”: Hundley, Bartlett, Goodman and Knott. Motion carried.

### **FOREST PRESERVE FRIENDS FOUNDATION**

Jenna Phillips, Donor Relationship Coordinator for the Champaign County Forest Preserve District, introduced herself to the Board and presented an update for the Homer Lake Nature Center Campaign. The Forest Preserve Friends Foundation has committed to raising \$500,000 for the nature center project. Jenna referenced the mailing brochure the Foundation has created, explaining the campaign, requesting committee member support, and providing different donor levels, including naming rights. Jenna also mentioned Kipling Knox, who will be joining the Forest Preserve Foundation Board.

### **COMMISSIONER COMMENTS**

Commissioners noted the following items from staff reports and observations:

- Great to see the information being put together highlighting the forest preserve trails.
- Good to see the spillway project started and coming along well.
- Golf numbers continue to impress
- The Youth Employment “YES” program was a success, and we are glad to have participated.
- The orientation for our new commissioner was deemed very comprehensive and appreciated.
- Welcome to Tim Bartlett, happy to have him on the Board, as well as the Foundation Liaison.
- The new Homer Lake sign looks great.

### **STAFF REPORTS**

#### **A. Executive Director Announcements**

Pearson requested Philip Borsdorf, Director of Natural Resources, to introduce Eric Perry, the new Natural Resources Specialist. Eric is originally from Idaho but spent several years on the northern coast. Pearson discussed the successful Summer Splash event that had an increase in

attendance over last year. A new exhibit is opening at the Museum of the Grand Prairie, with a VIP opening on September 5<sup>th</sup>, Commissioner Bartlett and Knott will attend and address the crowd. Commissioner Bartlett will reach out to Senator Rose to view the progress of the Spillway Project. A search is under way to fill the open positions of Director of Planning, with Sam Ihm, Planner, as interim and Director of Human Resources.

**B. Strategic Plan 2025 Q1 and Q2 Progress Report**

Pearson provided the Board with an overview and update on the Strategic Plan. She presented a flowchart that detailed the action item, department, participants, the work planned, and the work completed to date. She reviewed a few items on the plan and the follow-up with the work that was completed.

**OLD BUSINESS** - None

**NEW BUSINESS**

**A. Approve Collections Acquisition**

Commissioner Knott moved the Board to approve the acquisition of donations for the permanent collections offered by Grand Prairie Friends Beverly Herman, Williams Stewart, Champaign County Historical Archives at the Urbana Free Library, and Charles Sadler. Commissioner Goodman seconded. A roll call vote was taken. The following commissioners voted “yes”: Hundley, Bartlett, Goodman and Knott. Motion carried.

**B. Approval of Temporary Construction Easement – City of Urbana**

Commissioner Knott moved the Board to grant a temporary construction easement to the City of Urbana for the purpose of constructing a sidewalk improvement at Forest Preserve owned parcel at 2312 E Main Street, Urbana, and waive the fee. Commissioner Goodman seconded. A roll call vote was taken. The following commissioners voted “yes”: Hundley, Bartlett, Goodman and Knott. Motion carried.

**C. Approval of Resolution 2025-11 OSLAD Application – Nature Center**

Commissioner Goodman moved the Board approve Resolution No, 2025-11, authorizing the application for an Open Space Lands Acquisition and Development (OSLAD) grant, administered through the Illinois Department of Natural Resources (IDNR) for development for outdoor amenities and recreation enhancement to support the nature education building at Homer Lake Forest Preserve. Commissioner Knott seconded. A roll call vote was taken. The following commissioners voted “yes”: Hundley, Bartlett, Goodman and Knott. Motion carried.

**DISCUSSION** – None

**EXECUTIVE SESSION**

At 6:47 pm, Commissioner Knott moved to go into closed session for “The discussion of minutes of meeting lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes” as mandated by Section 2.06 and authorized by 5 ILCS 120/2(c)(21)

Commissioner Goodman seconded. A roll call vote was taken. The following commissioners voted "yes": Hundley, Barlett, Goodman and Knott. Motion carried.

At 6:50pm Commissioner Knott moved the board back into open session. Commissioner Goodman seconded. A voice vote was taken. Motion carried.

## **NEW BUSINESS, CONTINUED**

### **A. Release of Executive Session Minutes**

Commissioner Knott moved the Board to release all unreleased executive session minutes for February 20, 2025, March 20, 2025, April 17, 2025 (except under 2(c)(1)) and May 15, 2025. To avoid confusion in future years, the Board authorizes amendment of the executive session meeting minutes for April 17, 2025, and May 15, 2025 to include the headers in the year 2025 which was inadvertently omitted in the previously approved minutes. Commissioner Goodman seconded. A roll call vote was taken. The following commissioners voted "yes": Hundley, Barlett, Goodman and Knott. Motion carried.

### **B. Destruction of Verbatim Recordings of Executive Session Minutes**

Commissioner Knott moved the Board to authorize the destruction of verbatim recordings of all executive sessions held on or before February 21, 2024. Commissioner Bartlett seconded. A roll call vote was taken. The following commissioners voted "yes": Hundley, Bartlett, Goodman and Knott. Motion carried.

## **MEETING ADJOURNMENT**

Commissioner Hundley declared Regular Meeting adjourned at 6:53pm.



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Mark Toalson, Secretary  
Board of Commissioners  
Champaign County Forest Preserve District