

**Lake County Forest Preserve District
Joint Committee Meeting: Finance Committee; Planning Committee; Operations Committee
January 29, 2018**

The Finance; Planning; and Operations Committees met jointly on Monday, January 29, 2018. The meeting was held at the District's Operations and Public Safety Facility, 19808 West Grand Avenue, Lake Villa, Illinois.

1.0 Call to Order – At 8:30 a.m., with a quorum present of all committees, President Maine asked each Chair to call their committee to order:

1.1 Finance Committee: Chair Mike Rummel called the Finance Committee to order. Members Present: Mike Rummel, Chair; Linda Pedersen, Vice-Chair; Steve Carlson, Mary Ross Cunningham, Bill Durkin, Sandy Hart. Absent: Aaron Lawlor

1.2 Operations Committee –Chair Craig Taylor called the Operations Committee to order. Members Present: Craig Taylor, Chair; Mary Ross Cunningham, Vice-Chair, Chuck Bartels, Steve Carlson, Michael Danforth, Bill Durkin, Mike Rummel, Vance Wyatt. Diane Hewitt arrived at 8:40; Judy Martini arrived at 8:43. Absent: Brent Paxton.

1.3 Planning Committee –Chair Carol Calabresa called the Planning Committee to order. Members Present: Carol Calabresa, Chair; Sid Mathias, Vice Chair; Paul Frank, Sandy Hart, Linda Pedersen, Craig Taylor, Jeff Werfel, Terry Wilke. Tom Weber arrived at 9:02.

Also Present:

Ann Maine, *President*

Alex Ty Kovach

Mike Tully

Steve Neaman

Randy Seebach

Jim Anderson

Jim Ballowe

Mary Kann

Nan Buckardt

Katherine Hamilton-Smith

John Nelson

John Tannahill

Rebekah Snyder

Julie Gragnani

Christy Marantos

Eileen Davis

Laura Weber

Mick Zawislak, Daily Herald

2.0 Pledge Of Allegiance – Jeff Werfel led the pledge of allegiance.

3.0 Public Comment – None

4.0 Addenda to the Agenda – None

5.0 Executive Director Comments- Executive Director Kovach deferred his comments to next week's regular committee meetings.

6.0 Review proposed changes to Fiscal Year 2018/19 Annual Budget Policies and Annual Strategic Action Plan – Finance Director Steve Neaman noted that the major revisions to the document are that the Preservation Foundation is included in more detail; that this is an 18-month budget cycle to get the District into a calendar year budget; and additional provisions made for long-term planning. A discussion ensued regarding the Foundation and its role moving forward in supporting the District's capital and operating expenses. Mr. Neaman went through the document page by page and explained each revision. During the review, various general discussions ensued and the committees agreed on the following revisions:

- Page 6, Paragraph 4.3-- Delete the third sentence in its entirety; and add "including financial resources" to the end of the last sentence.
- Page 8, New Paragraph 5.6 -- Add a footnote to further clarify the need for waiving the fund balance for the Retirement Fund for the 18-month period.
- Page 9, Paragraph 1.1 – Add (landscape) after the phrase "land and waters of Lake County" so that the phrase is understood in the subsequent paragraphs when using the word "landscape".

- Page 10, Paragraph 2.1 – Change first sentence to read “Continue Lakewood Master Plan process and implement once approved, which will protect and enhance . . .”
- Page 10, Paragraph 2.6 – change “a masterplan” to “masterplan processes”
- Page 10, Paragraph 3 – insert “applicable” before “District land.”
- Page 13, add new Paragraph 6.2 -- “Continue current efforts with Stormwater Management Commission, watershed planning groups, and watershed working groups”.
- Page 15, Paragraph 2.2 – add “when feasible” to end of sentence.

Mr. Kovach noted that the document including today’s changes will go to the Finance Committee on February 8 and on to the full Board for approval on February 13.

7.0 Review proposed changes to the 10-Year Capital Improvement Plan (CIP) – Mr. Kovach gave a presentation reviewing the proposed changes to the 10-Year CIP for FY 2018-19. He noted that favorable bidding and project management kept projects on budget. The FY 18/19 budget will assume no property tax freeze and leverages grant dollars. Goals include a balanced 10-year CIP, accounting for maintenance and repair needs, ensuring standards are maintained, focusing on completing what has been started, aligning projects with the Strategic Plan, and focusing on projects with no or minimal operating costs. He summarized the source of remaining capital funds, and ongoing capital projects. He listed projects completed and removed from the list, and projects completed but not closed out. He reviewed the status of District and regional trails.

As listed on staff’s recommendation memo, Mr. Kovach reviewed adjustments to two existing funded projects on the CIP; and seven projects recommended to be funded or added to the CIP. He spoke in detail on the grounds maintenance building replacement project at Lakewood, which would save the District money in the long run. The existing building has numerous code violations and is not efficient. Funds would be used from the \$3 million set aside in the Special Projects Fund for energy efficiency. Needed repairs to the current building at Lakewood would cost \$3 million. A new smaller building could be built for \$2.5 million and be sustainable for the next 50 years. It would be a good candidate for Clean Energy Grant dollars. Also, the maintenance operations could be moved from the middle of the preserve where the master plan would be focused on providing public access. Mr. Kovach then drew on a map to illustrate what has been removed from Lakewood so far and the various parking lots and roads that could be removed in the master plan if the maintenance shop is moved. Staff responded to questions and a general discussion ensued.

Mr. Kovach then reviewed the list of potential unfunded projects to consider for possible future inclusion into the 10-year CIP, and a list of recommended deletions from the unfunded list. The tiers used last year have been removed. A general discussion ensued and staff responded to questions. During discussion President Maine noted that the equestrian parking language should be removed from the Lake Carina-DPR Trail Bridge project description on the list of additional public access and habitat restoration projects. Staff will correct that for the Finance Committee’s next meeting.

Operations Committee Chair Taylor noted that a village trustee approached him representing a group of residents who want a dog exercise area at Cuba Marsh. President Maine said while she is not opposed to putting this on the unfunded list, it would first need to be determined if it would be feasible to even put a dog exercise area at this particular preserve, and determine how much staff time to expend to look at projects for possible placement on the list. Mr. Kovach noted that there are restrictions on the property, and completed restoration work. In accordance with District Rules, the Finance Committee would need to direct staff to allocate time to determine if a dog exercise area could be built at Cuba Marsh. The Finance Committee could bring it up at their next meeting. A general discussion ensued.

8.0 Executive Session – None

9.0 Next Meetings –February 5, 2016: Operations Committee, Committee of the Whole, and Planning Committee. February 8, 2018: Finance Committee.

10.0 Adjourn – There was a consensus of all committees to adjourn the meeting with one motion. Motion by Commissioner Carlson, second by Commissioner Durkin to adjourn the meeting. Voice vote being had, the motion passed unanimously and the committees adjourned at 11:22 a.m.

APPROVED:

Operations Committee:

YEA NAY

Craig Taylor, Chair

Mary Ross Cunningham, Vice Chair

Chuck Bartels

Steve Carlson

Michael Danforth

Bill Durkin

Diane Hewitt

Judy Martini

Brent Paxton

S. Michel Rummel

Vance Wyatt

Planning Committee:

YEA NAY

Carol Calabresa, Chair

Sidney Mathias, Vice Chair

Paul Frank

Sandy Hart

Linda Pedersen

Craig Taylor

Tom Weber

Jeff Werfel

Terry Wilke

Finance Committee:

S. Michael Rummel, Chair

Linda Pedersen, Vice Chair

Steve Carlson

Mary Ross Cunningham

Bill Durkin

Sandy Hart

Aaron Lawlor