



FINANCE and ADMINISTRATIVE COMMITTEE
General Offices, 1899 W. Winchester Road, Libertyville, Illinois
Thursday, January 7, 2016
8:30 a.m.

AGENDA

- 1.0 Call to Order**
- 2.0 Pledge of Allegiance**
- 3.0 Public Comment**
- 4.0 Addenda to the Agenda**
- 5.0 Executive Director Comments**
- 6.0 Correspondence**
- 7.0 Consent Agenda**
 - 7.1 Approve Minutes from December 3, 2015 meeting – open and executive session
 - 7.2 Recommend approval of a [Resolution awarding a Contract to purchase Native Seed for Cuba Marsh Phase II Restoration](#) to Prairie Moon Nursery, Winona, MN in the Contract Price of \$71,737.66, and Shooting Star Native Seeds, Spring Grove, MN in the Contract Price of \$29,045.85.
- 8.0 Finance – *Steve Neaman, Director***
 - 8.1 Payment Approvals
 - 8.2 Monthly Financial Report
 - 8.3 [Review of and policy direction on draft Annual Budget Policies and Annual Strategic Action Plan for fiscal year ending June 30, 2017](#), prior to presenting to other Standing Committees.
 - 8.4 Recommend approval of a [Resolution supplementing the District’s 1994 Resolution Designating Depositories of District Funds, in connection with a Contract with Fifth Third Securities](#) to provide bond proceeds management and arbitrage reporting/management services for the 2015A bond proceeds.
- 9.0 Administration – *Mary Kann, Director***
 - 9.1 Personnel Actions
 - 9.2 Approve [changes to Procedure section of Personnel Policy 8.12 - Online Social Media](#).
 - 9.3 Approve [changes to Procedure section of Personnel Policy 11.9 - Vehicle Operations Use](#).
- 10.0 Development – *Katherine Hamilton-Smith, Director***
 - 10.1 [Division Report](#)
- 11.0 Facilities - *Jim Ballowe, Director***
 - 11.1 [Department Report](#)
 - 11.2 Presentation - New Committee Room Design
- 12.0 Operations and Infrastructure - *John Nelson, Director***
 - 12.1 [Department Report](#)
 - 12.2 Recommend approval of a [Resolution awarding a Contract to purchase a 2016 Chevrolet Work Truck](#) to Raymond Chevrolet, Inc., Antioch, Illinois, in an amount not to exceed \$34,304.70.
- 13.0 Public Safety – *John Tannahill, Director***
 - 13.1 [Department Report](#)

14.0 Education, Cultural Resources and Public Affairs Committee

• *Nan Buckardt, Director*

- 14.1 Recommend adoption of an [Ordinance approving a License Agreement with Chicago Horticultural Society for operation of the Green Youth Farm in Lake County](#) at Greenbelt Forest Preserve.
- 14.2 Recommend approval of a [Resolution approving Change Order No. 1 to the Contract with WeatherstonBruer Associates for Space Planning and Design Services](#), increasing the Contract Amount by \$8,039.34 and extending the completion date to December 31, 2016.

15.0 Planning & Restoration Committee

• *Jim Anderson, Director*

- 15.1 Recommend approval of a [Resolution awarding a Contract to purchase Native Seed for Multiple Preserves](#) to Agrecol, LLC, Evansville, WI in the Contract Price of \$59,866.06; Shooting Star Native Seed Nursery, Spring Grove, MN in the Contract Price of \$29,594.07; and Prairie Moon Nursery, Winona, MN in the Contract Price of \$171,699.21.
- 15.2 Recommend approval of a [Resolution awarding a Contract to purchase Native Seed for Multiple Preserves for 2016 Capital Improvement Projects](#) to Prairie Moon Nursery, Winona, MN in the Contract Price of \$241,682.53.
- 15.3 Recommend approval of a [Resolution awarding a Contract for 2016 Tree and Shrub Purchases for Multiple Preserves](#) to Majestic Oaks Nursery, Spring Grove, Illinois in the Contract Price of \$35,702.50, and Possibility Place Nursery, Monee, Illinois in the Contract Price of \$30,218.50.
- 15.4 Recommend approval of a [Resolution awarding a Contract for 2016 Native Erosion Control Blanket Purchase for Middlefork Savanna Forest Preserve](#) to Agrecol, LLC, Evansville, WI in the Contract Price of \$56,860.00.

• *Randy Seebach, Director*

- 15.5 Recommend approval of a [Resolution approving a Local Agency Agreement with the Illinois Department of Transportation for funding from the Transportation Alternatives Program](#) for the Pedestrian Bridge and Trail Connection at Middlefork Savanna Forest Preserve.
- 15.6 Recommend approval of a [Resolution awarding a Contract for Phase III Engineering Services for the Pedestrian Bridge and Trail Connection at Middlefork Savanna Forest Preserve](#) to CivilTech Engineering, Inc., Itasca, Illinois, in the Contract Price of \$296,025.00.

16.0 Land Preservation & Acquisition Committee – *Ty Kovach*

- 16.1 Recommend approval of a [Resolution to purchase an approximately 20.1-acre parcel of property in Fremont and Wauconda Townships known as the Stuckmann/Shumak property](#) for \$550,000.00 as an addition to Lakewood Forest Preserve.
- 16.2 Recommend approval of a [Resolution to purchase a 15-acre parcel of property in Fremont Township known as the DesMarais Estate property](#) for \$29,500 per acre as an addition to Ray Lake Forest Preserve.

17.0 Old Business

- 17.1 [Policy Direction regarding disposition of certain District buildings](#)

18.0 Executive Session

19.0 **Next scheduled meeting:** January 28 at 8:30 a.m. – Joint meeting with Planning & Restoration Committee

20.0 Adjourn

The Lake County Forest Preserve District is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are required to contact ADA Coordinator, Mary Kann, at (847) 968-3214 promptly to allow the District to make reasonable accommodations for those persons.