

**Lake County Forest Preserve District
Operations Committee Meeting
Monday, January 8, 2018**

The Operations Committee met Monday, January 8, 2018 at the Lake County Forest Preserves General Offices, 1899 West Winchester Road, Libertyville, Illinois.

- 1.0 **Call to Order** -With a quorum present, Chair Taylor called the meeting to order at 9:00 a.m.

Commissioners Present:

Craig Taylor, *Chair*
Mary Ross Cunningham, *Vice Chair*
Chuck Bartels, *Electronic Attendance*
Steve Carlson
Bill Durkin
Diane Hewitt
S. Michael Rummel
Vance Wyatt

Also Present:

Ann B. Maine, *President*
Alex "Ty" Kovach
Mike Tully
Jim Anderson
Jim Ballowe
Nan Buckardt
Katherine Hamilton-Smith
Mary Kann
Steve Neaman
John Nelson
Randy Seebach
John Tannahill
Rebekah Snyder

Sue Hawkins
Maureen Shelton
Matt Norton, *Corporate Counsel*

Absent:

Michael Danforth
Judy Martini
Brent Paxton

- 2.0 **Pledge of Allegiance** – Member Durkin led the Pledge of Allegiance.

Chair Taylor stated that a timely notice was received from member Chuck Bartels in accordance with the District's policy on electronic meeting attendance, requesting to attend this meeting electronically because of personal illness or disability. He announced that member Bartels was connected via telephone. Hearing no motion to determine that his notice did not comply with the District's policy, Chair Taylor declared member Bartels present and requested a roll call of Committee Members.

Committee Secretary Shelton called the roll and seven committee members were present: Taylor, Cunningham, Bartels, Carlson, Durkin, Rummel, Wyatt.

Member Hewitt arrived at 9:07 am.

- 3.0 **Public Comment** – None

- 4.0 **Addenda to the Agenda** – There were no addenda to the agenda.

- 5.0 **Executive Director Comments**

Executive Director Kovach reported on the following and staff addressed questions on:

- Achievement of PDRMA's loss control award, Level A accreditation;
- First meeting of the Foundation's Development Committee;
- 17% increase in the Annual Fund so far this year, acquired 176 new donors;
- Reservations being taken for spring school field trips in the new museum;
- Civic and Business Leader Visit feedback in the areas of raising awareness, case for support, and practicalities;
- President Maine commented on the future importance of the Foundation for long-term support of the District;
- Illinois Supreme Court has allowed a suit involving an injury on a public trail to move forward; PDRMA has reinforced the need to document inspections on District trails; Attorney Norton responded to questions;
- Volunteer Recognition event on February 17 at Greenbelt Cultural Center.

6.0 **Correspondence** – None

7.0 **Approve Minutes**

Approve minutes from December 4, 2017 Operations Committee Meeting. Motion by member Cunningham, second by member Rummel. Voice vote being had, all in favor, the motion passed unanimously and the minutes were circulated for signatures.

8.0 **Old Business** – None

9.0 **New Business**

- 9.1 Approve revisions to the Golf Enterprise Fund fees effective for the 2018 Golf season. Mike Tully, Chief Operations Officer summarized the Resolution. Jim Ballowe, Director of Facilities, responded to questions. Motion by member Rummel, second by member Wyatt. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.
- 9.2 Recommend approval of a Resolution awarding a Contract for the Purchase of two 2018 Toyota Prius 2, Model #1223 Hybrid Sedans from National Auto Fleet Group, Watsonville, California, in an amount not to exceed \$48,926.24. Mr. Tully summarized the Recommendation. John Nelson, Director of Operations and Infrastructure, responded to questions. Motion by member Carlson, second by member Cunningham. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.
- 9.3 Recommend approval of a Resolution Awarding a Two-Year Contract for Landscape Maintenance at Independence Grove Forest Preserve to Grundstrom Landscape Maintenance, Park City, Illinois in the Contract Price of \$158,874.92. Mr. Tully summarized the Recommendation and responded to questions. Motion by member Wyatt, second by member Durkin. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.
- 9.4 Recommend approval of a Resolution to extend the contract for the purchase of Uniforms and Accessories for the Ranger Police Officers, for an additional one-year term, commencing February 1, 2018 and lasting through January 31, 2019 to Ray O'Herron Co., Inc., Downers Grove, Illinois. Mr. Tully summarized the Recommendation. Motion by member Cunningham, second by member Rummel. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee
- 9.5 Approve the award of one farm license at Lake Marie Forest Preserve to the highest qualified bidder. Mr. Tully summarized the Recommendation. Jim Anderson, Director of Natural Resources responded to questions. Motion by member Wyatt, second by member Hewitt. Voice vote being had, all in favor, the motion passed unanimously.
- 9.6 Recommend approval of a Resolution approving a change order to the current contract for printing and distribution of Horizons quarterly newsletter by adding two additional issues (fall 2018 and winter 2018) in the current contract amount of \$30,883.92. Mr. Tully summarized the Recommendation. Motion by member Durkin, second by member Wyatt. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee
- 9.7 For Information Only - Review of 10-Year Capital Improvement Plan. Mr. Kovach reviewed the status of the projects in the approved 10-year CIP. Projects were broken down into categories of 1) ongoing capital improvement projects; 2) public access/miscellaneous projects; and 3) habitat restoration projects.

10.0 **Executive Session** – None

- 11.0 **Next Meeting** – 8:30 am January 29, 2018 Joint Committee at Operations & Public Safety facility
9:00 am February 5, 2018 at General Offices

12.0 **Adjourn** - With no further business; motion by member Cunningham, second by member Carlson to adjourn. Voice vote being had, all in favor, the motion passed unanimously. The meeting adjourned at 10:15 am.

APPROVED:

	<u>Yea</u>	<u>Nay</u>		<u>Yea</u>	<u>Nay</u>
Craig Taylor, Chair	<input type="checkbox"/>	<input type="checkbox"/>	Diane Hewitt	<input type="checkbox"/>	<input type="checkbox"/>
 Mary Ross Cunningham, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 Judy Martini	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Chuck Bartels	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
 Steve Carlson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Brent Paxton		
 Michael Danforth	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 S. Michael Rummel	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Bill Durkin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 Vance Wyatt	<input checked="" type="checkbox"/>	<input type="checkbox"/>