



JOINT MEETING OF  
PLANNING AND RESTORATION COMMITTEE  
AND  
FINANCE AND ADMINISTRATIVE COMMITTEE  
Minutes of Monday, February 29, 2016

The Lake County Forest Preserve District's Planning and Restoration Committee and Finance and Administrative Committee met on Monday, February 29, 2016. The meeting was convened at the District's General Offices, 1899 West Winchester Road, Libertyville, Illinois.

**Committee Members Present:**

**Planning & Restoration**

Bonnie Thomson Carter, Chair  
Nick Sauer, Vice Chair  
Bill Durkin  
Sandra Hart  
Diane Hewitt  
Sid Mathias  
Craig Taylor  
Tom Weber

**Finance & Administrative**

S. Michael Rummel, Chair  
Linda Pedersen, Vice Chair  
Steve Carlson  
Bill Durkin  
Sandra Hart  
Aaron Lawlor  
Audrey Nixon

**Committee Members Absent:**

Carol Calabresa

**Also Present:**

Ann Maine, President  
Steve Mandel, *District 11*  
Jeff Werfel, *District 6*  
Alex Ty Kovach  
Mike Tully  
Randy Seebach  
Jim Anderson  
Steve Neaman  
John Nelson  
Jim Ballowe  
Katherine Hamilton-Smith  
Nan Buckardt  
Mary Kann  
John Tannahill  
Rebekah Snyder  
Ellen Granda  
Debra Ramai  
Matt Norton, *Holland & Knight*  
Gary Beggan, *Village of Third Lake*  
Wendy Kotulla, *Village of Third Lake*  
Jack Nowak, *Lake County Audubon Society*  
Don Wilson, *Lake County Audubon Society*

**1.0 CALL TO ORDER**

With a quorum of both committees, the meeting was called to order at 1:32 p.m.

**1.1** Chair Carter called the Planning and Restoration Committee to order at 1:31 p.m.

**1.2** Chair Rummel called the Finance and Administrative Committee to order at 1:31 p.m.

**2.0 PLEDGE OF ALLEGIANCE**

Don Wilson led the assembly in the Pledge of Allegiance.

**3.0 APPROVAL OF MINUTES OF FEBRUARY 1, 2016 MEETING AND THE JANUARY 28, 2016 JOINT MEETING**

**Planning & Restoration Committee:** Motion by member Hewitt, second by member Weber to approve the Minutes of the February 1 and January 28, 2016 meetings. Voice vote being had, the motion passed unanimously.

**Finance & Administrative Committee:** Motion by member Carlson, second by member Nixon to approve the Minutes of the February 1 and January 28, 2016 meetings. Voice vote being had, the motion passed unanimously.

The minutes were circulated for signatures.



4.0 PUBLIC COMMENT - None

5.0 ADDED TO THE AGENDA - None

6.0 CORRESPONDENCE

6.1 Letter of appreciation from Betty Papp

Chair Carter asked for and received acknowledgment that all Committee members present had reviewed the correspondence received from Ms. Papp.

7.0 EXECUTIVE DIRECTOR COMMENTS

Executive Director Kovach presented an update of District projects, news and upcoming events, including:

**Organizational Sustainability**

- ❖ The Preservation Foundation, guided by its Strategic Planning model, is expanding to recruit new board members and organize new committees.
- ❖ Commissioner Hart, President Maine, and Executive Director Kovach attended a Legislative Breakfast, sponsored by the Lake Bluff Park District, along with members of the State legislature. One outcome of the meeting was an indication there may be some movement in legislation regarding the State Replacement Tax and the property tax freeze following the March 15 primary.

**Conservation**

- ❖ The pilot Buckthorn Removal Project is progressing, and the next step will include organization of an internal committee that will expand the project to external partnerships with neighboring communities.
- ❖ The Pine Dunes Wetland Mitigation Project has been recognized with an Honor Award by the American Council of Engineering Companies (ACEC-Illinois) for exceptional engineering that meets the needs of the client and benefits the public welfare. The partners involved in this project are Lake County Forest Preserve District, Illinois State Highway Toll Authority, and Christopher B. Burke Engineering, Ltd.

**Public Access and Connections**

- ❖ President Maine has authorized the Lake County Discovery Museum's participation in the Blue Star Museums Program. Each summer since 2010, Blue Star Museums have offered free admission to the nation's active-duty military personnel and their families from Memorial Day through Labor Day.
- ❖ The Lake County Forest Preserves now contain 202 miles of trails.

8.0 NEW BUSINESS

8.1 Recommend approval of a Resolution awarding a Contract for the Reforestation Watering 2016 at Multiple Forest Preserves to McGinty Bros., Long Grove, Illinois, in the Contract Price of \$72,270.00

**Planning & Restoration Committee:** Motion by member Weber, second by member Sauer to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

**Finance & Administrative Committee:** Motion by member Lawlor, second by member Hart to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

8.2 Recommend approval of a Resolution awarding a Contract for the Invasive Species Control Project 2016 at Lakewood Forest Preserve-Broberg Marsh to Integrated Lakes Management, Inc., Waukegan, Illinois, in the Contract Price of \$21,963.52

**Planning & Restoration Committee:** Motion by member Sauer, second by member Durkin to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.



**Finance & Administrative Committee:** Motion by member Pedersen, second by member Lawlor to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

**8.3 Monthly Department Report**

In the interest of time, instead of a presentation by Director Anderson, Chair Carter asked for, and was given, a concurrence from the Planning & Restoration Committee for members to review the written report in their packets and refer any questions or comments directly to Mr. Anderson after the meeting.

**9.0 OLD BUSINESS**

**9.1 Recommend approval of a Resolution approving the 10-year Capital Improvement Plan**

The Committee Chairs acknowledged the presence of the representatives of the Village of Third Lake, and their request to convert the existing Rollins Savanna Lake Avenue trail connection from mowed grass to stone surfacing. This issue is subsequent to previous discussion by the Planning and Restoration Committee on February 1, 2016. Direction was given from the Committees for staff to add the Rollins Savanna Lake Avenue Trail Surfacing project to the list of potential Unfunded Capital Improvement Projects for future consideration.

Executive Director Kovach presented a projection of the Forest Preserve District's financial future as it will pertain to funding the construction and maintenance of capital improvement projects over the next 10 years. The presentation focused on goals, the numbers associated with ongoing preserve and infrastructure maintenance needs, rationale for the suggested changes to the CIP, the process going forward, and a reminder that the proposed CIP reflects only what is known today.

Mr. Kovach stated the goals of the 10-year CIP are to respond to the concerns expressed by Commissioners, to be in alignment with the District's Strategic Plan for sustainability, to be realistic, stay on-budget and be able to maintain what is already built, and to keep the preserves safe. He added that preserve and infrastructure maintenance needs from 2021 through 2026 are projected to create a \$7 million shortfall that will require mitigation through modification and/or phasing of some capital projects over the next 10 years. He said projects that are being removed from the CIP list can be added in the future as funding becomes available. Projects that have been or will be completed in this fiscal year include:

- ❖ Restroom replacements
- ❖ Chain O' Lakes bike path-Petite Lake connection
- ❖ Des Plaines River Trail-Ryerson North
- ❖ Fox River Addition trail connection
- ❖ Grass Lake road tunnel (McDonald Woods)
- ❖ Grassy Lake public access improvements
- ❖ Lakewood Dog Exercise Area expansion
- ❖ Millennium Trail-Wilson Road and Rollins Road crossings
- ❖ Millennium Trail at Route 83 and Rollins Road
- ❖ Pine Dunes public access improvements

The District is responsible for and must maintain 30,849 acres that contain 66 preserves, 480 miles of boundary, 202 miles of trail, 33 picnic shelters, 68 restrooms, 140 acres (approximately 6 million square feet) of parking lots and 95 lane miles of roads, 165 buildings and 140 bridges/underpasses. The CIP currently represents a half-million dollars of operational impact that is not budgeted. This must be balanced to ensure the ability to deliver projects in a responsible manner while carrying less than 1% contingency on a 10-year, \$81 million CIP. The ongoing preserve and infrastructure project needs are Habitat Restoration (\$400k/FY), Preserve Tree Planting (\$50k/FY), District-wide Reforestation (\$100k/FY), Repair of Existing Roads/Parking (\$500k/FY), and Facility & Infrastructure Improvements (\$350k/FY). These figures add up to \$1.4 million per fiscal year and amount to approximately \$7 million in unfunded projects from fiscal year 2021/22 to 2025/26.



Mr. Kovach outlined the rationale for retaining existing CIP projects which include: project obligations that are grant funded, planned transportation improvements through intergovernmental agreements (IGA); projects that are being funded through the Preservation Foundation; projects that add to and connect regional trail systems; maintaining ADA code compliance and addressing safety issues; completing projects already started and projects that provide the opportunity to reduce operational costs.

Of the projects recommended for funding, 3 qualify as grant-funded (Ethel's Woods, Ray Lake-Cuneo, Wright Woods/MacArthur Woods dam removals), 2 are part of planned transportation improvement projects (Heron Creek/Route 22, Millennium Trail-McDonald Woods/Route 45), 5 are part of IGAs (Buffalo Creek MWRD Restoration, Buffalo Creek Mitigation Bank Trail, Lyons Woods Trail Connection, Middlefork Savanna Trail Connection), 3 are being funded through the Preservation Foundation (Grant Woods Restoration, Grassy Lake Improvements, Singing Hills/Kettle Grove Restoration), 2 are regional trail connections (Everett Road trail connection, Rollins Savanna-Route 45 trail connection), 2 address ADA compliance and safety issues (Dog Exercise Area ADA Accessibility, Duck Farm-Munn Road Access), 9 are already in process (Cuba Marsh Restoration, Ethel's Woods/North Mill Creek Restoration, Fort Sheridan, General Offices Buildout, Grant Woods South Restroom, Lakewood-Broberg Marsh, Lakewood Schreiber Bog, Southern Des Plaines River Restoration, Wright Woods/MacArthur Woods Dam Removals), and 4 will effectively reduce operational costs (Lakewood Master Plan Improvements, Operations Facility solar panels, Pine Dunes wildlife conservation facility, Ryerson Barn education classroom). The remaining projects on the recommended CIP have either been completed or are ongoing preserve and infrastructure projects.

In order to achieve a budget reduction of \$7 million, Mr. Kovach proposed \$2.3 million in funding cuts to the ongoing preserve and infrastructure projects including habitat restoration (\$400k), preserve tree planting (\$126.5k), District-wide reforestation (\$250k), repairs to existing roads and parking lots (\$500k), trail signage and bench installations (\$75k), property fencing (\$250k), and facility and infrastructure improvements (\$750k). Additionally, the following previously funded projects will be moved to a list of unfunded projects:

- ❖ Heron Creek Phase II Trail (\$650k)
- ❖ Rollins Savanna Boardwalk (\$350k)
- ❖ Independence Grove Playground Shade Structures (\$40k)
- ❖ Spring Bluff Wildlife Observation Area (\$600k)
- ❖ Van Patten Woods Equestrian Parking (\$300k)
- ❖ Ray Lake Fort Hill Trail (\$650k)
- ❖ Lake Carina DPR Bridge and Equestrian Parking (\$1.65m)
- ❖ Lake Marie Public Access (\$105k)
- ❖ Nippersink Trail Connection (\$400k)
- ❖ Des Plaines River Trail-Wilmot Woods Connection (\$34.6k)
- ❖ Nippersink Trail Connection (\$400k)

The total amount saved by removing these projects from the CIP is \$5,170,600.

Discussion ensued and questions were asked and answered. The consensus of the Committees to approve the proposed 10-year CIP as the fiscally responsible approach to addressing reduced revenue, despite the disappointments it may present to the representatives of various districts where projects are being placed on the unfunded list.

**Planning & Restoration Committee:** Motion by member Sauer, second by member Taylor to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

**Finance & Administrative Committee:** Motion by member Carlson, second by member Hart to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.



10.0 EXECUTIVE SESSION - None

12.0 NEXT MEETINGS

12.1 Planning & Restoration Committee – Monday, April 4, 2016

12.2 Finance & Administrative Committee – Thursday, March 3, 2016

13.0 ADJOURN

With no further business before the Committees, the meeting was adjourned at 2:56 p.m.

13.1 Planning & Restoration – 2:54 p.m.

13.2 Finance & Administrative – 2:56 p.m.

PLANNING AND RESTORATION COMMITTEE:

YEA NAY

FINANCE AND ADMINISTRATIVE COMMITTEE:

YEA NAY

Bonnie Thomson Carter    
Bonnie Thomson Carter, Chair

S. Michael Rummel    
S. Michael Rummel, Chair

Nick Sauer    
Nick Sauer, Vice-Chair

Linda Pedersen    
Linda Pedersen, Vice Chair

Carol Calabresa    
Carol Calabresa

Steve Carlson    
Steve Carlson

Bill Durkin    
Bill Durkin

Bill Durkin    
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Sandra Hart    
Sandra Hart

Sandra Hart    
Sandra Hart

Diane Hewitt    
Diane Hewitt

Aaron Lawlor    
Aaron Lawlor

Sid Mathias    
Sid Mathias

Audrey Nixon    
Audrey Nixon

Craig Taylor    
Craig Taylor

Tom Weber    
Tom Weber