

**Lake County Forest Preserve District
Operations Committee Meeting
Monday, February 6, 2017**

The Operations Committee met Monday, February 6, 2017 at the Lake County Forest Preserves, 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 (Electronically)
Steve Carlson
Bill Durkin
Diane Hewitt
Judy Martini
Audrey Nixon

Also Present:

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

Debbie Boness
Sue Hawkins
Allison Fredrick
Andrew Osborne
John Adams
Mark Hurley
Mick Krause
Julie Lamarre
Jill Stites
Chris Butler
Maureen Shelton
Matt Norton, *Holland & Knight*
Jim Costello, *Costello Communications*

Absent:

Brent Paxton
S. Michael Rummel

- 2.0 **Pledge Of Allegiance** – Member Carlson 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 6 Committee Members answered present: Taylor, Cunningham, Bartels, Carlson, Durkin, Martini. President Maine was included in the roll call and answered present to make a quorum. (Bartels electronic attendance cannot make a quorum). Member Nixon arrived at 9:04am and Member Hewitt at 9:10am.

- 3.0 **Public Comment** – None

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

Mary Kann, Director of Administration and Nan Buckardt, Director of Education introduced members of their department attending the Committee meeting. Staff attendance is part of our current effort to have all Forest Preserve Staff attend at least one committee meeting to gain understanding about how our organization is governed.

- 5.0 **Executive Director Comments** - Executive Director Kovach distributed a report and commented on:

- A monument concept for the Ryerson cabin at Ryerson Woods;
- New Preservation Foundation board member;
- Public access construction projects;
- Crain's Chicago Business article on the Teich Postcard Archives transfer to Newberry Library;
- District's winter banners featuring the least weasel;
- Upcoming Volunteer Recognition event.

- 6.0 **Correspondence – None**

- 7.0 **Approve Minutes**
Approve Minutes from January 9, 2017 Operations Committee meeting and the January 30, 2017 Joint Committee meeting, open and closed sessions. Motion by member Cunningham, second by member Hewitt. Voice vote being had, all in favor, the motion passed unanimously and the minutes were circulated for signatures.
- 8.0 **Administration**
8.1 **Recommend approval of a Resolution approving a three-year maintenance agreement with AT&T Corp., in the amount of \$61,357.95.** Chief Operations Officer Tully gave a summary of the Resolution. Motion by member Martini, second by member Carlson. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.
- 9.0 **Education**
9.1 **Recommend approval of a Resolution changing the name of the District's relocated Museum to "Bess Bower Dunn Museum of Lake County".** Nan Buckardt, Director of Education informed the committee that after policy direction was given at the Operations Committee January 2017 meeting to propose a name for the Museum that incorporates both the name "Bess Bower Dunn" and the words "Lake County", that the staff recommends that the full name of the Museum become: "Bess Bower Dunn Museum of Lake County. A discussion was had. Motion by member Carlson, second by member Cunningham. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board.
- 9.2 **Recommend approval of an Ordinance amending (i) the FY 2017 budget, to increase expenditures in FY 2017 not to exceed \$350,000 to allow for development and construction of new exhibitions as part of the Museum Relocation Project with funding from the Museum Relocation Fund and (ii) the Ten-Year Capital Improvement Plan to reflect such funding.** Mr. Kovach presented this recommendation. He discussed the retrofit of the General Offices for the museum and the funding needed to complete the exhibitions. Staff recommends using \$350,000 from the Museum Grant Fund to complete the new exhibitions. Staff responded to questions and a general discussion ensued. Commissioner Bartels requested that in the Museum Grant Fund that the grants be separated out and presented individually in the budget book. Steve Neaman, Director of Finance agreed. Motion by member Carlson, second by member Hewitt to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the Finance Committee.
- 10.0 **Facilities**
10.1 **Recommend approval of a Resolution Awarding a Contract for the Installation of a Remote Terminal Unit at the Greenbelt Cultural Center to Premier Mechanical, Inc., in the Contract Price of \$122,900.00.** Mr. Tully gave a summary of the Resolution. Jim Ballowe, Director of Facilities responded to questions. Motion by member Nixon, second by member Cunningham. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.
- 11.0 **Natural Resources**
11.1 **Recommend approval of a Resolution awarding Contracts for the Tree and Shrub Purchase 2017 - Multiple Preserves to Majestic Oaks Nursery, Spring Grove, Illinois, in the Contract Price of \$37,352.88; and Possibility Place Nursery, Monee, Illinois, in the Contract Price of \$26,501.00.** Mr. Tully gave a summary of the Resolution. Jim Anderson, Director of Natural Resources responded to questions. Motion by member Cunningham, second by member Durkin. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.

12.0 **Operations and Infrastructure**

12.1 Recommend approval of a Resolution authorizing the District to dispose of surplus equipment and motor vehicles through a public auction process. Mr. Tully gave a summary of the Resolution. John Nelson, Director of Operations & Infrastructure responded to questions. Motion by member Durkin, second by member Cunningham. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.

12.2 Recommend approval of a Resolution Awarding a Three-Year Contract for turf mowing and landscape services to The Fisher Burton Company for the Fort Sheridan Parade Grounds and Lakewood in an amount not to exceed \$150,780.00 (\$50,260.00 annually). Mr. Tully gave a summary of the Resolution. A discussion ensued. Motion by member Hewitt, second by member Durkin to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the Finance Committee.



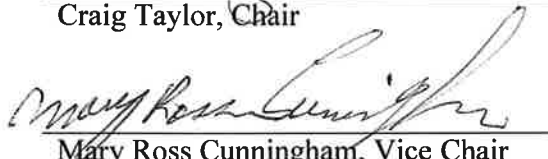
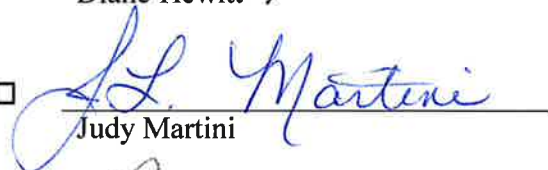


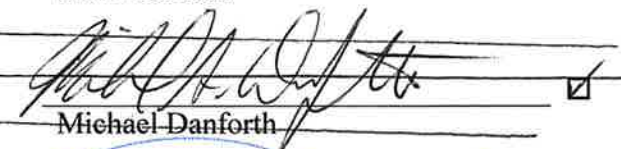


14.0 **Old Business** – None

15.0 **Executive Session** – None

16.0 **Next Meeting** -Operations Committee, March 6, 2017 at 9:00 am; General Offices, Libertyville

17.0 **Adjourn** - With no further business; motion by member Cunningham, second by member Martini, to adjourn. Voice vote had, all in favor, the motion passed unanimously. The meeting adjourned at 9:50 am.

APPROVED – OPERATIONS COMMITTEE:

	<u>Yea</u>	<u>Nay</u>		<u>Yea</u>	<u>Nay</u>
 Craig Taylor, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 Diane Hewitt	<input checked="" 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"/>	 Audrey Nixon	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Steve Carlson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ Brent Paxton	<input type="checkbox"/>	<input type="checkbox"/>
 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"/>			