

**Lake County Forest Preserves  
Finance and Administrative Committee Minutes – March 3, 2016**

The Lake County Forest Preserves Finance and Administrative Committee met on Thursday, March 3, 2016. The meeting was held at the General Offices, 1899 W. Winchester Road, Libertyville, Illinois.

**1.0 Call to order** - With a quorum present, Chair Mike Rummel called the meeting to order at 8:30 a.m.

**Committee Members Present:**

Mike Rummel, *Chair*  
Linda Pedersen, *Vice Chair*  
Steve Carlson  
Bill Durkin  
Sandra Hart  
Aaron Lawlor (8:31 a.m.)

**Absent:**

Audrey Nixon

**Also Present:**

Alex Ty Kovach  
Mike Tully  
Steve Neaman  
Mary Kann  
Randy Seebach  
Nan Buckardt  
Katherine Hamilton-Smith  
Jim Ballowe  
Jim Anderson

John Nelson  
John Tannahill  
Rebekah Snyder  
Andrew Osborne  
Laurel Diver  
Julie Gragnani  
Sandra Meyers  
Karl Camillucci, *Holland & Knight*  
Kelly Kirkman, *RSM*  
Mick Zawislak, *Daily Herald*

**2.0 Pledge of Allegiance** – Member Pedersen led the pledge of allegiance.

**3.0 Public Comment** – None

**4.0 Addenda to the Agenda** – None

**5.0 Executive Director Report** – Executive Director Kovach distributed his report and commented on:

- Volunteer Breakfast on February 27; over 40,000 hours of volunteer time valued at \$1 million;
- First Folio exhibition is over; 6,380 people attended in 25 days;
- Distributed a chart detailing the District's trails.

**6.0 Correspondence** - None

**7.0 Minutes** – Motion by member Durkin, second by member Carlson to approve the Minutes from January 7, 2016 meeting – open and executive session. Voice vote being had, the motion passed unanimously and the minutes were passed for signatures.

**8.0 Natural Resource Department**

**8.1 Approve reduction of existing farm license agreement at Waukegan Savanna Forest Preserve** – Director Jim Anderson advised that LCDOT requested the farm field be reduced on the southwest corner of Yorkhouse Road and Northwestern Avenue due to complaints of reduced visibility at the intersection. LCDOT staff determined that a 0.46-acre area would resolve the issue. Motion by member Hart, second by member Lawlor to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

**9.0 Land Preservation & Acquisition Committee**

**9.1 Policy direction on negotiations with Continental Properties Company, Inc., for potential compliance of Permittee requested off-site mitigation as required by U.S. Army Corps of Engineers for impacts to wetlands at Prairie Wolf Forest Preserve** – Mr. Anderson explained that Continental Properties has proposed a Mariano's store on the northeast corner of Waukegan Road and Half Day Road within an area expected to be annexed into the Village of Bannockburn. Continental Properties initially submitted a plan to the District for wetland mitigation on District property, and staff said no because the development was originally thought to have no impact to existing wetlands District property. However, in reviewing the permit application, the Army Corps of Engineers (USACE)

determined that wooded wetlands on District property would be indirectly impacted and need to be mitigated; therefore staff reconsidered the developer's request to do wetland mitigation at Prairie Wolf. Staff has identified a 25-acre parcel in the Preserve's northern portion that has been given preliminary approval by the USACE as a potential mitigation site; and is requesting permission to negotiate with Continental Properties, Hey & Associates, and the USACE for possible mitigation at Prairie Wolf. Mr. Anderson noted negotiations would include the District receiving money from the client for us to do the mitigation and maintaining the right to route our trail through this portion of the property. Mr. Anderson responded to questions and a general discussion ensued. Chair Rummel advised that there are local residents opposed to the Mariano's development. A general discussion ensued and the committee's direction was to proceed with negotiations for an agreement.

9.2 Policy direction regarding request from Illinois Department of Transportation to approve a non-binding letter of intent and/or negotiate an intergovernmental agreement for the grant by the District of permanent and temporary easements along IL Route 132 (Grand Avenue) west of Munn Road, at Duck Farm Forest Preserve - Planning & Land Preservation Director Randy Seebach summarized IDOT's planned improvements to Route 132 between Deep Lake Road and Munn Road adjacent Duck Farm Forest Preserve. IDOT is requesting a permanent easement for storm drainage and a sidewalk, and a temporary easement for grading to meet existing ground elevations. Staff requested permission to send a non-binding letter of intent and to discuss the possibility of a land exchange for property IDOT owns, for the easements. The committee's direction was to proceed and the specific IDOT property would be reviewed in executive session.

9.3 Recommend approval of a Resolution to purchase an approximately 61.8-acre parcel of property in Fremont Township known as the White property for approximately \$2,008,500.00 as an addition to Ray Lake Forest Preserve – Mr. Kovach illustrated the property on a map, which is adjacent to the recently acquired Cuneo property; the price per acre is \$32,500 per acre. Motion by member Pedersen, second by member Carlson to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

## **10.0 Finance**

10.1 Payment Approvals – Motion by member Pedersen, second by member Hart to approve the Quarles & Brady legal bill for January 2016 and the Holland & Knight legal bill for December 2015. Voice vote being had, the motion passed unanimously and the payment approvals were circulated for signatures.

10.2 Monthly Financial Report – Director Steve Neaman summarized the financial report for month ending January 31, 2016. He noted that expenses were down overall in the General Fund; in the Development Levy Fund the fund balance is being spent down as planned.

10.3 Review 2014-2015 Annual Audit and Reports – Mr. Neaman introduced Kelly Kirkman, Senior Manager with RSM, formerly named McGladrey. Ms. Kirkman explained their name change and gave a brief overview of the Comprehensive Annual Financial Report, Single Audit Report, and Report to the Board of Commissioners. RSM issued an unmodified opinion, which is a clean opinion with no exceptions noted. She noted one new item pertaining to the new GASB standard for bringing a liability of pensions onto the books. Ms. Kirkman responded to questions from committee members.

## **11.0 Administration**

11.1 Personnel Actions - None

11.2 Recommend approval of a Resolution approving a Two-Year Collective Bargaining Agreement with the Construction and General Laborers Local Union Number 152 – Directors Mike Tully and Mary Kann summarized the agreement, which include a 2.75% increase retroactive to December 1, 2015; this is 0.25% higher than for non-union employees. Motion by member Lawlor, 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 full Board for approval.

## **12.0 Development**

12.1 Division Report – Director Katherine Hamilton-Smith explained the Annual Fund report showing the amount raised, number of solicitations, and number of donors since last July 1; and the cost to raise an annual fund dollar. Preservation Foundation Director Rebekah Snyder summarized a division report on planned giving, a First Folio recap, and reported on the Board of Directors' quarterly board meeting.

## **13.0 Facilities**

13.1 Department Report – Director Jim Ballowe summarized a facility usage and building trades report for February and responded to questions.

13.2 Recommend approval of Resolution awarding Contract for Replacement of Lighting Control Dimming System at Independence Grove Visitor Center to Carey Electric Contracting, Inc., McHenry, Illinois, in the Contract Price amount of \$39,310.00 – Mr. Ballowe explained the need to replace the outdated interior lighting system, as parts are no longer available. Motion by member Lawlor, 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 full Board for approval.

## **14.0 Operations and Infrastructure**

14.1 Department Report – Director John Nelson summarized his February report for grounds maintenance, natural resources, infrastructure, and capital projects; and responded to questions.

## **15.0 Public Safety**

15.1 Department Report – Director John Tannahill reported on his department's activities for February. He added that the lighted trails will close March 13 with the time change, and winter sports are closed.

## **16.0 Education, Cultural Resources & Public Affairs Committee**

16.1 Policy Direction regarding authorizing negotiation of transfer of ownership of the Curt Teich Postcard Archives along with the supporting endowment, to the Newberry Library – Mr. Kovach asked for permission to enter into negotiations with Newberry Library, in addition to the University of Illinois, for transferring the Teich Postcard collection. A recommendation would come back to committees in April. Chair Rummel noted there was good discussion in the Education, Cultural Resources and Public Affairs Committee regarding their concerns raised early on. Following discussion, the consensus of the committee was to proceed.

16.2 For Information Only – Lake County Discovery Museum closing to facilitate relocation to the General Offices building in Libertyville – Director Nan Buckardt advised the committee that in order for staff to prepare for moving the museum and staff to the General Offices, she recommended to the President and Executive Director that the museum at Lakewood close on September 1, 2016 at the end of the current exhibition schedule, with an anticipated reopening at the new location in August of 2017. She advised that there will be a loss of revenue for admissions and merchandise, and a decrease in program revenue, of approximately \$50,000 during this one-year period; and explained that some educational programming that will still take place. She addressed questions from the committee members.

## **17.0 Old Business - None**

## **18.0 New Business**

18.1 Legislative Update – Mr. Kovach distributed a list of House and Senate bills compiled by staff showing the proposed District position for each bill. During review of the list, the committee gave the following direction or revisions:

- HB 4379 – Change from Oppose to Watch
- HB 4521 – Change from Committee Discretion to Oppose
- HB 4537 – Change from Oppose to Watch; get further clarification
- HB 4624 – Change from Oppose to Watch; get more information
- HB 4967 – Change from Oppose to Watch

- HB 6094 – Change from Committee Discretion to Watch
- SB 26 – Change from Oppose to Support, but get further clarification
- SB 2152 – Change from Committee Discretion to Watch
- SB 2918 – Change from Committee Discretion to Support
- SB 2994 – Change from Committee Discretion to Watch
- SB 3182 – Change from Committee Discretion to Watch

Mr. Kovach to present a revised list of bills at the next meeting.

**19.0 Executive Session** – Motion by member Pedersen, second by member Hart to go into executive session for the purpose of discussing land acquisition matters, pending litigation, and probable or imminent litigation. Roll call vote being had, the motion passed by the following vote: AYES: 6, NAYS: 0. The committee went into executive session at 10:10 a.m. and returned to open session at 10:25 a.m.

Member Lawlor inquired about the District’s annual budget for its risk fund. Staff will follow up at the next meeting.

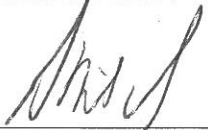
**20.0 Next scheduled meeting:** March 31, 2016

**21.0 Adjourn**– With no further business, motion by member Durkin, second by member Pedersen to adjourn. Voice vote being had, the motion passed unanimously and the committee adjourned at 10:27 a.m.

**APPROVED:**

Yea Nay

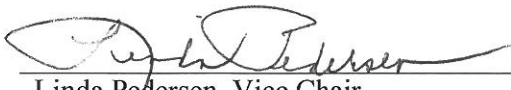
Yea Nay



S. Michael Rummel, Chair

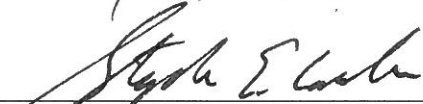


Sandra Hart

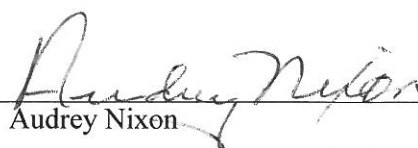


Linda Pedersen, Vice Chair

Aaron Lawlor



Steve Carlson



Audrey Nixon



Bill Durkin