

**Lake County Forest Preserves  
Finance Committee Minutes – March 8, 2018**

The Lake County Forest Preserve District Finance Committee met on Thursday, March 8, 2018. The meeting was held at the District's General Offices, 1899 West 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  
Mary Ross Cunningham  
Bill Durkin  
Sandy Hart

**Absent:**

Aaron Lawlor

**Also Present:**

Ann Maine, *President*  
Paul Frank  
Alex Ty Kovach  
Mike Tully  
Steve Neaman  
John Nelson  
Randy Seebach  
Nan Buckardt  
Jim Ballowe

John Tannahill  
Rebekah Snyder  
Katherine Hamilton-Smith  
Jim Anderson  
Mary Kann  
Laurel Diver  
Julie Gragnani  
Matt Norton, Corporate Counsel  
Mayor Leon Rockingham, Jr.

**2.0 Pledge of Allegiance** – Member Cunningham led the Pledge of Allegiance.

**3.0 Addenda to the Agenda** – None

**4.0 Public Comment** – None

**5.0 Executive Director Comments** – Executive Director Kovach distributed his report and reported on his meeting with county leadership and their sustainability consultant for an overview of solar power options for local government under the Future Energy Jobs Act. He added that staff would be looking at ways to quantify the number of visitors at the forest preserves using new technology.

**6.0 Approval of Minutes** – Motion by member Cunningham, second by member Carlson to approve the minutes of February 8, 2018. Voice vote being had, the motion passed unanimously and Chair Rummel circulated the minutes for signatures.

**7.0 Correspondence**

**7.1 Request from the Lake Bluff Park District regarding the Lake Bluff Golf Club** – Mr. Kovach noted that the Lake Bluff Park District has asked the Forest Preserve District if it would have any interest in managing or leasing the Lake Bluff Golf Club. Facilities Director Jim Ballowe attended a recent public meeting regarding their Golf Club and summarized his observations, such as offering too many discounts and having too large a season pass program. They lost \$113,000 last year and they have no provisions for any capital improvements. The golf course is supported by tax dollars so it is not an enterprise operation. He felt that the operation would have to be completely overhauled. Member Hart added that only 8% of their golfers are Lake Bluff residents. Mr. Ballowe responded to questions and a general discussion ensued.

**8.0 Finance**

**8.1 Payment Approvals** – Motion by member Pedersen, second by member Carlson to approve invoices for legal expenses for the months of November and December 2017, and January 2018. Voice vote being had, the motion passed unanimously and the pay requests were circulated for signatures.

**8.2 Monthly Financial Report** – Director Steve Neaman summarized the financial report for month ending January 31, 2018 and responded to questions from the committee. Director Ballowe responded to questions about the golf courses.

Chair Rummel requested to take New Business next and there were no objections:

## **14.0 New Business**

**14.1 Policy direction regarding City of North Chicago property tax abatement request** – Mr. Kovach summarized a request from the City of North Chicago to support terminating the Sheridan Crossing TIF in exchange for a property tax abatement. He showed the Sheridan Crossing property, which is owned by the City, on a map; and handed out a proposed tax collection schedule. He noted that right now with the TIF, the District receives no money; with a property tax abatement the District would receive some money through 2031. After that a higher rate would kick in until 2036 when the District would receive the full amount. All taxing districts must agree to this request. President Maine urged caution when approving these types of requests as a Forest Preserve Commissioner because the District is financed entirely differently than the County. She added that although hesitant, she could support this particular request because it is currently in a TIF and is owned by the City. She voiced concerns over other situations where someone wants to do a redevelopment and asks for a tax rebate and the District could lose money. We need to be very cognizant of our tight budget that we don't lose revenue in other situations like this. Staff responded to questions and a general discussion ensued. Chair Rummel noted that the policy direction of the committee was to move forward. Mr. Kovach added that the next step will be for him to work with Legal Counsel on the property tax abatement agreement that each taxing district has been asked to sign.

## **9.0 Administration**

**9.1 Approve Amendments to Procedure Section of Personnel Policy 8.7 Harassment** – Director Mary Kann summarized the amendments required by the Illinois Department of Human Rights in order to qualify for and receive state grant funds. Motion by member Pedersen, second by member Durkin to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

**9.2 Recommend approval of Resolution Approving Negotiation and Award of Contract for Development of an Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan to the W-T Group, LLC, Hoffman Estates, Illinois, in the Contract Price of \$121,621.50** – Director Kann summarized the request for an assessment of District facilities, preserves, communications, policies, procedures and programs to ensure ADA and Illinois Accessibility code compliance, and a subsequent Transition Plan to implement needed modifications. She responded to questions and a general discussion ensued. Mr. Kovach noted that staff will talk to the legislative consultant and network with other forest preserve districts to explore opportunities for a separate tax levy for ADA improvements. Motion by member Hart, second by member Cunningham 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.

**9.3 Recommend Approval of Resolution Approving Illinois Municipal Retirement Fund Benefit Protection Leave** – Director Kann summarized the recommendation to approve IMRF benefit protection leave for a period in 2007 when IMRF was not notified of an employee's two-month medical absence, resulting in the employee not earning IMRF service credit during those two months. Motion by member Durkin, second by member Pedersen 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 Operations Committee**

**10.1 Recommend Approval of Resolution Awarding Contract to Purchase Three Kubota Utility Vehicles with Attachments to Burris Equipment Co., Waukegan, Illinois, in an amount not to exceed \$59,199.00 through a National Joint Purchasing Alliance Contract** – Mr. Kovach summarized the recommendation and noted that the Equipment Replacement Fund will be reimbursed from the operating fund for the difference between the budgeted and actual amount. Motion by member Carlson, second by member Cunningham 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.

## **11.0 Planning Committee**

**11.1 Approve Change Order No. 1 to Contract with Campanella & Sons for Construction of Millennium Trail along Russell Road adjacent to Van Patten Woods Forest Preserve, increasing the Contract Amount**

by \$52,380.05 – Director Randy Seebach summarized the details of the change order. He explained that a section of road pavement had to be rebuilt to conform with IDOT standards. This requirement was not foreseen during engineering. Mr. Seebach responded to questions and a general discussion ensued. Motion by member Pedersen, second by member Hart to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

**12.0 Legislative Update** – Mr. Kovach distributed a legislative report dated February 20, 2018 from the legislative consultant. He went reviewed each bill in the report with the committee. During review of HB 4743, President Maine recommended broadening the language and asked staff to get more information. During review of SB2453 President Maine asked staff to check with Public Works and SMC staff, and Senator Link's office. Member Hart suggested contacting Senator Althoff's office regarding the IMRF bills that she is sponsoring.

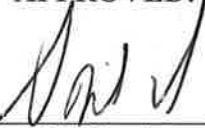



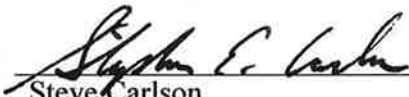
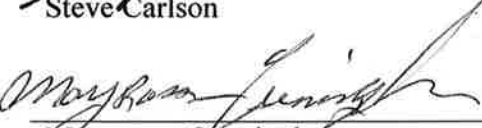
**13.0 Old Business** – President Maine felt the committee should reach a consensus regarding Lake Bluff Park District's request in item 7.1. Chair Rummel asked the committee members if there was any interest in operating the Lake Bluff Golf Course. Member Hart asked Director Ballowe if he would recommend taking over the course. Mr. Ballowe noted that unless there was a willingness to completely change the overall structure of the operation including how they collect fees. We wouldn't want to take on their debt and would want to have the property itself otherwise they would be telling us how to adjust the fees, and he saw no way of making that work. The consensus of the committee was that there was no interest.

**15.0 Executive Session** - Motion by member Carlson, second by member Cunningham to go into executive session for the purpose of discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees; and for reviewing approved closed session minutes for release or retention and erasure of verbatim recordings. Roll call vote being had, the motion passed by a vote of: AYES: 6, NAYS: 0. The committee went into executive session at 9:51 a.m. and returned to open session at 10:17 a.m.

**16.0 Next meeting:** The meeting scheduled for March 29, 2018 may not be needed; the next meeting would be April 5, 2018.

**17.0 Adjourn** – Motion by member Cunningham, second by member Carlson to adjourn. Voice vote being had, the motion passed unanimously and the committee adjourned at 10:17 a.m.

**APPROVED:**

	<u>Yea</u>	<u>Nay</u>		<u>Yea</u>	<u>Nay</u>
 S. Michael Rummel, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 Bill Durkin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Linda Pedersen, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 Sandy Hart	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Steve Carlson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 Aaron Lawlor	<input type="checkbox"/>	<input type="checkbox"/>
 Mary Ross Cunningham	<input checked="" type="checkbox"/>	<input type="checkbox"/>			