

**Lake County Forest Preserves
Finance Committee Minutes – April 5, 2018**

The Lake County Forest Preserve District Finance Committee met on Thursday, April 5, 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*
Alex Ty Kovach
Mike Tully
Steve Neaman
Mary Kann
John Nelson
Randy Seebach
Nan Buckardt

Jim Ballowe
John Tannahill
Katherine Hamilton-Smith
Rebekah Snyder
Anamaria Chavez Stiller
Laurel Diver
Julie Gragnani
Matt Norton, Corporate Counsel

2.0 Pledge of Allegiance – Member Hart 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 the first school group to attend the new Dunn Museum. He provided follow-up to legislative bills reviewed at the previous meeting:

SB2453 – does not have any impact to the District; will remove from the list.

HB4743 – staff received additional information and movement is unlikely.

SB3426, 3425, 3424, 3423 – Sen. Althoff said these bills are part of many options on the table for future analysis.

Mr. Kovach introduced Anamaria Chavez Stiller, the new Human Resource Generalist.

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

7.0 Correspondence – Mr. Kovach distributed a letter from Openlands, Chicago requesting to assign the Conserve Lake County license agreement for Almond Marsh to Openlands, as the two entities merged and Conserve Lake County no longer exists. The license agreement ends on May 31, 2018 and Openlands will be holding its native plant sale until 3pm on May 31. Staff recommended issuing Openlands a special use permit for the plant sale, which they have already advertised. The permit fee would be considered already paid from the license fees. Staff will prepare a response to their letter accordingly.

8.0 Finance

8.1 Payment Approvals – None

8.2 Monthly Financial Report – Finance Director Steve Neaman summarized the financial report for month ending February 28, 2018. He noted that dog permit revenues were down compared to last year but he felt this was a timing issue relating to weather. Staff responded to questions and a general discussion

ensued. Director Seebach added that the new dog park at Waukegan Savanna was designed to reduce mud, and moving forward, improvements will be made to the other dog parks to reduce muddy conditions.

8.3 Recommend approval of Resolution amending Annual Budget Policies and Annual Strategic Action Plan for the 18 month fiscal year ending December 31, 2019 – Director Neaman provided the details of the amendment to the budget policies to authorize the Executive Director to amend the budget to account for grant or donation funds received in accordance with the Fundraising Authorization Policy, and the Purchasing Policy and Procedures. Motion by member Hart, 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.

8.4 Recommend approval of Resolution approving Economic Development Incentives and Property Tax Abatement Agreement regarding Sheridan Crossing Redevelopment with City of North Chicago, Sheridan Crossing Development JV, LLC, and other governmental agencies – In follow-up to policy direction given at the previous meeting, Mr. Kovach summarized the recommendation, noting that the City of North Chicago would terminate the TIF and all taxing bodies would agree to a tax abatement. All taxing districts must approve the agreement for it to occur. Motion by member Cunningham, second by member Hart 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.

9.0 Administration

9.1 Approve the deletion and reclassification of temporary position titles – Director Mary Kann summarized a request to delete the titles of PGA Assistant Professional and Merchandiser of Golf, and to reclassify both positions as Coordinator of Golf due to the reorganization of golf course operations. Motion by member Durkin, second by member Cunningham to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

9.2 Recommend approval of a Resolution Awarding a Five-Year Contract for the Purchase of a Payroll-HRIS System to ADP, Chicago, Illinois in a Contract Price not to exceed \$323,000.00– Director Kann summarized the recommendation, noting that County and District staff mutually agreed that it would be in the best interest of both agencies to have separate payroll operations so that the District would have full control over its system and eliminate risk of liability to either entity. Mrs. Kann responded to questions and a general discussion ensued. 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.

10.0 Operations Committee

10.1 Recommend approval of a Resolution Approving Membership in, and a Contract with, the Lake County Major Crime Task Force – Mr. Kovach gave a brief overview, noting that the District does not have the resources should a major crime take place, so it's necessary to belong to the local task force. Director Tannahill explained that the Task Force has liability insurance, however, they now require its members to have additional police liability insurance. The cost to the District will be approximately \$5,000 annually. Mr. Tannahill responded to questions and a general discussion ensued. 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.

11.0 Old Business – None

12.0 New Business

12.1 Approve a motion to (i) release Committee closed session minutes, (ii) retain as confidential all other Committee closed session minutes not previously released, and (iii) erase Verbatim Recordings in Accordance with The Open Meetings Act and the District's Policy on Closed Meeting Minutes and

Verbatim Records as provided in Exhibit 1 to staff's memo dated April 5, 2018– Mr. Kovach recommended partial release of the August 31, 2017 minutes and seven recordings from March 3, 2016 through September 1, 2016. Motion by member Hart, second by member Pedersen to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

13.0 Executive Session - None

14.0 Next meeting: April 30, 2018 joint committee meeting for budget review.

15.0 Adjourn – Motion by member Hart, second by member Cunningham to adjourn. Voice vote being had, the motion passed unanimously and the committee adjourned at 9:08 a.m.

APPROVED:

Yea Nay

Yea Nay

S. Michael Rummel, Chair

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Bill Durkin

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Linda Pedersen, Vice Chair

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Sandy Hart

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Steve Carlson

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Aaron Lawlor

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Mary Ross Cunningham

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