

**Lake County Forest Preserves
Finance Committee Minutes – April 6, 2017**

The Lake County Forest Preserve District Finance Committee met on Thursday, April 6, 2017. 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
Sandy Hart
Aaron Lawlor (8:52 am)
Audrey Nixon

Also Present:

Ann Maine, <i>President</i>	Randy Seebach
Alex Ty Kovach	John Tannahill
Mike Tully	Rebekah Snyder
Steve Neaman	Ken Jones
Mary Kann	Sue Hawkins
Jim Anderson	Dee Hennig
Jim Ballowe	Matt Norton (Corporate Counsel)
Nan Buckardt	Julie Gagnani
John Nelson	

2.0 Pledge of Allegiance – Member Bill Durkin led the pledge of allegiance.

3.0 Addenda to the Agenda – None

4.0 Public Comment – None

5.0 Executive Director Report – Executive Director Kovach distributed his report and reviewed the legislative items. Director Mike Tully noted that HB 3127 did not get out of committee. Mr. Kovach also mentioned SB 778, which amends the Freedom of Information Act regarding pension fund investment trade secrets not being subject to disclosure and he read a scenario from the legislative consultant. The bill will be monitored. Mr. Kovach also reminded everyone that the May 1 joint meeting will be held at the Operations and Public Safety facility.

Director John Tannahill introduced his staff in attendance: Laura Hedien, Matthew Smith, and Andy Kennig. Director Mary Kann introduced Shelly Rodriguez; Director Jim Anderson introduced Ken Klick.

6.0 Approval of Minutes – Motion by member Carlson, second by member Hart to approve the open and executive session minutes of March 9, 2017. Voice vote being had, the motion passed unanimously and the minutes circulated for signatures.

7.0 Correspondence – None

8.0 Finance

8.1 Payment Approvals – Motion by member Durkin, second by member Nixon to approve the Holland and Knight legal bills for December 2016 and January 2017. Voice vote being had, the motion passed unanimously and the minutes circulated for signatures.

8.2 Monthly Financial Report – Director Steve Neaman summarized the financial report for month ending February 28, 2017 and responded to questions.

9.0 Administration

9.1 Personnel Actions – Director Kann had no personnel actions. She introduced her staff in attendance.

9.2 Recommend approval of Resolution approving Illinois Municipal Retirement Fund Benefit Protection Leave – Director Kann explained that an employee was on a 3-month disability leave, for which the District

did not submit the necessary form to IMRF. The resolution would retroactively approve the leave of absence and lost service credit. 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.

10.0 Executive Department

10.1 Approve motion to (i) release Committee closed session minutes and (ii) retain as confidential all other Committee closed session minutes not previously released, 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 6, 2017 – Mr. Kovach summarized the recommended partial releases of two sets of minutes and erasure of five recordings. Motion by member Pedersen, second by member Hart to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

10.2 Approve engagement letter with Burke, Warren, MacKay & Serritella, P.C. to provide legal representation as Corporate Counsel to the District – Mr. Kovach noted that Matt Norton switched firms and reviewed the details of the fee structure. The monthly retainer was raised from \$13,000 to \$16,000 per month but now includes his attendance at the Monday committee meetings and Ethics Committee matters, which will average out, and he will maintain office hours on Thursdays following the Finance Committee. President Maine noted that it will be important for the committee to be aware of what is covered and not covered by the retainer when considering legal input on matters. Mr. Kovach added that the retainer has not increased since 2011. After discussion, motion by member Carlson, second by member Nixon to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

11.0 Operations Committee

11.1 Recommend approval of Resolution awarding Contract for professional graphic design and layout services for Horizons newsletter to Jell Creative, Chicago, Illinois, in an amount not to exceed \$40,000.00 – Mr. Kovach summarized the recommendation and Public Affairs Manager Sue Hawkins responded to questions. Motion by member Durkin, second by member Nixon 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.

11.2 Recommend approval of Resolution Awarding Contract for turf mowing at General Offices and Hastings Lake Forest Preserve to The Fisher Burton Company, Mundelein, Illinois, in an amount not to exceed \$29,988.00 - Mr. Kovach summarized the recommendation and responded to questions. A general discussion ensued on contracting out the mowing of the General Offices site and putting in more native plants. Mr. Kovach noted that there will be opportunities for that after the museum reopens. 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.

12.0 Planning Committee

12.1 For Information Only – Letter of Intent to negotiate an intergovernmental agreement with the Waukegan Port District for potential transfer of fee simple and permanent easement interests in a portion of Waukegan Savanna Forest Preserve – Mr. Kovach updated the committee on the previous presentation to the Planning Committee. The only change since the previous discussion was in Section 5 Current Obligations. The Forest Preserve added a 180-day timeframe for completing the negotiations on the IGA. After the 180 days, either party can terminate the agreement if the IGA has not been finalized. Mr. Kovach reviewed the project using maps and staff responded to questions. Attorney Norton noted that the District included an 8-year sunset provision as previously discussed. Mr. Kovach stated that the Port District has signed the letter, which will be presented to the Board for authorization to sign.

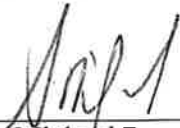



13.0 Old Business – None

14.0 Executive Session – Motion by member Pedersen, second by member Lawlor to go into executive session for the purpose of discussing land acquisition matters. Roll call vote being had, the motion passed by the following vote: AYES: 7, NAYS: 0. The committee went into executive session at 9:12 a.m. and returned to open session at 9:42 a.m.

15.0 Next meeting: Joint committee meeting on Monday, May 1, 2017

16.0 Adjourn – With no further business, Chair Rummel declared the committee adjourned at 9:43 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"/>	 Sandy Hart	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Linda Pedersen, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	_____ Aaron Lawlor	<input type="checkbox"/>	<input type="checkbox"/>
 Steve Carlson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
 Bill Durkin	<input checked="" type="checkbox"/>	<input type="checkbox"/>			