

**Lake County Forest Preserve District  
Operations Committee Meeting  
Monday, April 3, 2017**

The Operations Committee met Monday, April 3, 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  
Steve Carlson  
Michael Danforth  
Bill Durkin  
Diane Hewitt  
Judy Martini  
Audrey Nixon  
S. Michael Rummel

**Also Present:**

Ann B. Maine, *President*  
Alex "Ty" Kovach  
John Nelson  
Jim Anderson  
Jim Ballowe  
Nan Buckardt  
Katherine Hamilton-Smith  
Mary Kann  
Steve Neaman  
John Tannahill  
Rebekah Snyder  
Sue Hawkins  
Andrew Osborne

Maureen Shelton  
Matt Norton (Corporate Counsel)

**Absent:**

Brent Paxton

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

- 3.0 **Public Comment** – None

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

- 5.0 **Executive Director Comments** - Executive Director Kovach distributed a report and commented on:
- The District received a \$97,675 grant from the US Forest Service Great Lakes Restoration Initiative. The grant will support tree planting at Lyons Woods Forest Preserve;
  - The District has been receiving favorable bids for access improvement projects;
  - The District has developed and is in the implementation process of a “near miss” program. This is a major step for accident reduction;
  - Starting conversations with strategic partners as a result of the Insider Newsletter;
  - Preparing for the 2017/2018 budget review with the President and Finance Chair in early April;
  - Preservation Foundation 10<sup>th</sup> Anniversary celebration July 22;
  - The marina at Independence Grove will open April 15;
  - The YCC lottery will be held on April 29;
  - Joint committee meeting May 1;
  - June committee meetings will be at the Operations Building.

Following the report staff responded to questions, a general discussion ensued. Commissioner Martini asked about charging stations for electric vehicles and informed the committee of possible grant funding available for it. Staff to look into it.

- 6.0 **Correspondence – None**

- 7.0 **Approve Minutes**

Approve Minutes from March 6, 2017 open and closed session Operations Committee meeting. 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 **Executive**

8.1 Approve a 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 (the "Act") and the District's Policy on Closed Meeting Minutes and Verbatim Records (the "Policy"), as provided in Exhibit 1 to staff's memo dated April 3, 2017. Director Nelson gave a summary of the recommendation. Motion by member Rummel, second by member Nixon. Voice vote being had, all in favor, the motion passed unanimously.

9.0 **Facilities**

9.1 Recommend approval of a Resolution awarding a Contract for the Exterior Concrete and Asphalt Remodel Construction at the General Offices to DK Contractors, Inc., Pleasant Prairie, Wisconsin, in the Contract Price of \$90,725.00. Mr. Nelson gave a summary of the recommendation. A general discussion about bond requirements ensued. Motion by member Bartels, second by member Durkin. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.

10.0 **Natural Resources**

10.1 Recommend approval of a Resolution awarding a Contract for Wildlife Reintroduction & Post-Release Monitoring in Lake County Forest Preserves to The Chicago Academy of Sciences / Peggy Notebaert Nature Museum in the Contract Price and not to exceed amount \$56,000.00. Mr. Nelson gave a summary of the recommendation. Director Anderson answered questions. President Maine requested that we provide a public venue for people to learn more about the research being done at the preserves. Motion by member Nixon, second by member Carlson. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.

11.0 **Operations & Infrastructure**

11.1 Recommend approval of a Resolution Awarding a Three-Year Contract for turf mowing to The Fisher Burton Company, Mundelein, Illinois, for the District's General Offices and Hastings Lake Forest Preserve in an amount not to exceed \$29,988.00 (\$9,996.00 annually). Mr. Nelson gave a summary of the recommendation. A discussion ensued regarding bond requirements. Attorney Norton's recommendation going forward is to not require a bond for turf mowing. Motion by member Durkin, second by member Nixon. Voice vote being had, the motion passed unanimously and the recommendation will be forwarded to the Finance Committee.

11.2 Recommend approval of a Resolution Awarding a Contract for the Purchase of three 2017 Ford Interceptor SUV's from Landmark Ford, Springfield, Illinois, in an amount not to exceed \$90,061.00. Mr. Nelson gave a summary of the recommendation. Motion by member Hewitt second by member Rummel. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.

11.3 Recommend approval of a Resolution authorizing the District to dispose of surplus equipment and motor vehicles through a public auction process. Mr. Nelson gave a summary of the recommendation. Motion by member Hewitt second by member Rummel. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.

11.4 For Information Only - Green Fleet Report. Mr. Nelson presented the annual green fleet report as required in the Green Fleet Policy.

12.0 **Public Affairs & Development**

12.1 Recommend approval of a Resolution awarding a contract for professional graphic design and layout services of four issues of the Horizons quarterly newsletter to Jell Creative, Chicago, Illinois, in the amount not to exceed \$40,000.00. Mr. Nelson gave a summary of the recommendation. Motion by member Nixon, second by member Cunningham. Voice vote being had, the motion passed unanimously and the recommendation will be forwarded to the Finance Committee.

- 13.0 **Old Business** – Chair Taylor thanked the staff for a job well done with the repatriation and transfer of cultural items from the Museum’s collection.
- 14.0 **Next Meeting** - Joint Committee Meeting - May 1, 2017 at 8:30 am; Operations and Public Safety Facility, 19808 West Grand Avenue, Lake Villa
- 15.0 **Adjourn** - With no further business; motion by member Cunningham, second by member Carlson, to adjourn. Voice vote had, all in favor, the motion passed unanimously. The meeting adjourned at 9:55 am.

**APPROVED:**

	<u>Yea</u>	<u>Nay</u>		<u>Yea</u>	<u>Nay</u>
 _____ Craig Taylor, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ Bill Durkin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Mary Ross Cunningham, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	 _____ Diane Hewitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Chuck Bartels	<input type="checkbox"/>	<input type="checkbox"/>	 _____ Judy Martini	<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"/>