

Lake County Forest Preserves
Joint Committee Meeting Minutes – May 1, 2017

Operations Committee, Planning Committee, Finance Committee

The Lake County Forest Preserves' Operations, Planning, and Finance Committees met jointly on Monday, May 1, 2017. The meeting was held at the District's Operations and Public Safety Facility, 19808 W. Grand Avenue, Lindenhurst, Illinois.

1.0 Call to order – At 8:30 a.m. President Ann Maine convened the meeting and opened with a prayer in memory of Commissioner Audrey Nixon, followed by a moment of silence.

President Maine asked each committee chair to call their committee to order:

- Chair Craig Taylor called the Operations Committee to order and established that member Chuck Bartels was in attendance via telephone. Present: Chuck Bartels, Steve Carlson, Mary Ross Cunningham, Bill Durkin, Diane Hewitt, Mike Rummel, Craig Taylor; member Judy Martini arrived at 8:40 a.m. Absent: Michael Danforth, Brent Paxton.
- Chair Carol Calabresa called the Planning Committee to order. Present: Carol Calabresa, Paul Frank, Sandy Hart, Sid Mathias, Linda Pedersen, Craig Taylor, Tom Weber, Jeff Werfel, Terry Wilke.
- Chair Mike Rummel called the Finance Committee to order. Present: Steve Carlson, Bill Durkin, Sandy Hart, Linda Pedersen, Mike Rummel. Absent: Aaron Lawlor.

Also Present:

| | | |
|---|----------------|--------------------------------|
| Alex Ty Kovach, <i>Executive Director</i> | Nan Buckardt | Andrew Osborne |
| Mike Tully | John Tannahill | Julie Gragnani |
| Steve Neaman | Jim Anderson | Christy Marantos |
| Randy Seebach | Jim Ballowe | Karl Grom |
| Mary Kann | John Nelson | Matt Norton, Corporate Counsel |
| Katherine Hamilton-Smith | Rebekah Snyder | |

2.0 Pledge of Allegiance – President Maine led the pledge of allegiance. Commissioner Cunningham made additional comments regarding arrangements for Commissioner Nixon.

3.0 Public Comment – None

4.0 Addenda to the Agenda – None

5.0 Executive Director Comments – Executive Director Kovach reported on:

- Natural Areas Stewardship Act; staff felt the District should support this legislation; there were no objections. HB 534 for the land conveyance has been assigned to the Judiciary Committee;
- Six public access projects under construction this summer;
- DPR Trail was named on Thrill List website as one of the top ten underrated trails in the Chicago area;
- Researching ways to make a solar project viable; Illinois Power Agency forum on May 10 will provide information on the renewable energy credit process.
- Met with Lake Forest and Highland Park leadership to update them on the Fort Sheridan construction schedule and communication plan;
- Meetings for the Insider Newsletter are continuing;
- Chief Tannahill recertified as a Certified Police Chief by Illinois Association of Chiefs of Police.
- Lake County History Symposium at Stevenson House on April 30;
- Earth Week programming had 250 participants;
- Countryside Golf Course recertified as a Certified Audubon Cooperative Sanctuary
- 60th Annual Des Plaines River Canoe and Kayak Marathon on May 21;
- Dog exercise areas maintenance days have begun.

6.0 New Business – All Committees

6.1 Review proposed FY 2017-18 Annual Budget and recommend adoption of the Annual Budget Ordinance for Fiscal Year July 1, 2017 through June 30, 2018 – Chair Rummel made opening remarks regarding the proposed budget and turned the presentation over to Executive Director Kovach, who gave an overview of the budget strategies and sustainability strategy used in developing the budget. The proposed budget includes overall operating expenditures reduced by 0.3% including debt service and the museum opening. He outlined the benchmarks of the District as a maturing organization and noted that the District will always be able to maintain its standards as long as a sustainability strategy is adhered to. There is an estimated 1% increase in operating costs for every \$10 million in development costs.

Mr. Kovach responded to questions and turned the presentation over to Finance Director Steve Neaman. He gave a general overview of the \$73,591,970 budget request including \$10.4 million in current CIP projects and a \$900,000 decrease in debt service due to last year's bond refinancing. For the next 8 to 10 years the operating expenses and revenues are balanced. He explained the tax levy history and the formula for the tax levy cap. He explained a 6.25% increase in the EAV and a position inventory decrease of 3.51 FTE. He then went into detail on budgets by fund and by department; and reviewed capital grant funds and other capital items budgeted. Questions and comments from Commissioners were addressed as each budget section was reviewed and discussed.

In closing, Mr. Neaman noted that the increased EAV indicates a turnaround in the property values; there is a significant reduction in the tax levy due to the lowered debt service from the refinancing; we are aligned with the strategic plan; operating budget increase of 2.4%; operating budgets are balanced for the next 8 to 10 years, and we will align our fund balance levels within that timeframe. Staff responded to final questions, and then each committee voted to approve the FY 2017-18 Annual Budget:

- Operations Committee – Motion by member Cunningham, second by member Hewitt to approve the annual budget as presented. Voice vote being had, the motion passed unanimously.
- Planning Committee - Motion by member Hart, second by member Mathias to approve the annual budget as presented. Voice vote being had, the motion passed unanimously.
- Finance Committee - Motion by member Carlson, second by member Durkin to approve the annual budget as presented. Voice vote being had, the motion passed unanimously.

The Budget Ordinance was forwarded to the full Board.

7.0 New Business – Operations Committee

7.1 Recommend approval of Resolution awarding Contract for Installation of Sheetrock at the General Offices to Workmasters, Inc., in the Contract Price of \$34,800.00 - Chief Operation Officer Mike Tully presented the recommendation. Motion by member Hart, second by member Mathias to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board.

7.2 Recommend approval of Resolution renewing Contract with Morton Salt, Inc., for Road Salt for one year in an amount not to exceed \$38,857.00 – Mr. Tully presented the recommendation. Motion by member Martini, second by member Durkin to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board.

7.3 Recommend approval of Resolution awarding Contract for Museum Carpeting at the General Offices building to Shaw Industries, Inc., through National Joint Powers Alliance bid in the Contract Price of \$37,701.98 – Mr. Tully presented the recommendation. Motion by member Hewitt, second by member Cunningham to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board.

8.0 New Business – Operations Committee and Finance Committee:

8.1 Recommend approval of Resolution awarding Contract for Turf Mowing to TGF Enterprises, Libertyville, Illinois, for the Fort Sheridan Cemetery, Heron Creek and Van Patten Woods Forest Preserves in an amount not to exceed \$36,309.00 – Mr. Tully explained the recommendation and staff responded to questions.

- Operations Committee: Motion by member Carlson, second by member Cunningham to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.
- Finance Committee: Motion by member Durkin, second by member Pedersen to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

The Resolution was forwarded to the full Board.

8.2 Recommend approval of Resolution approving Change Order No.1 to Contracts for Golf Course Chemicals and Fertilizer Purchases with Arthur Clesen, BTSI, Chicagoland Turf, Conserv FS, Pendelton Turf Supply, ProGro Solutions, Reinders, Inc., SiteOne Landscape Supply, and Van Diest Supply - Mr. Tully explained the recommendation and a general discussion ensued; staff responded to questions regarding regulations and procedures.

- Operations Committee: Motion by member Cunningham, second by member Hewitt to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.
- Finance Committee: Motion by member Carlson, second by member Pedersen to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

The Resolution was forwarded to the full Board.

8.3 Recommend approval of Resolution extending Contract for Auctioneer Services, retroactive from April 24, 2016 through April 23, 2018, to Obenauf Auction Services, Inc., Round Lake, Illinois - Mr. Tully explained the recommendation and staff responded to questions.

- Operations Committee: Motion by member Hewitt, second by member Martini to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.
- Finance Committee: Motion by member Durkin, second by member Pedersen to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

The Resolution was forwarded to the full Board.

9.0 Next Meeting – Operations Committee: June 5, 2017

10.0 Adjourn – Operations Committee – Motion by member Cunningham, second by member Hewitt to adjourn the Operations Committee. Voice vote being had, the motion passed unanimously and the committee adjourned at 11:25 a.m.

11.0 New Business –Finance Committee

11.1 Approve Contracted Personnel License Agreements for two Northern Illinois University Wildlife Biologists working contractually for the District – Executive Director Kovach summarized the recommendation. Motion by member Hart, second by member Carlson to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

11.2 Recommend approval of an Ordinance Setting Forth the Annual Appropriations for the Lake County Forest Preserve District for the Fiscal Year 2017/18 - Executive Director Kovach summarized the recommendation. Motion by member Pedersen, second by member Durkin to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board.

11.3 Recommend approval of a Resolution awarding a Contract for Auditing Services for the for Fiscal Years 2017 through 2021 to Baker Tilly Virchow Krause, LLP, Oak Brook, Illinois in the Contract Price of \$278,190.00 Executive Director Kovach summarized the recommendation and attorney Matt Norton responded to questions.

Motion by member Hart, second by member Durkin to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board.

12.0 Executive Session - None

13.0 Next Scheduled Meeting - May 4, 2017 – President Maine canceled the May 4, 2017 meeting; the next Finance Committee meeting will be June 8, 2017.

14.0 Adjourn – Finance Committee – Motion by member Carlson, second by member Pedersen to adjourn. Voice vote being had, the motion passed unanimously and the committee adjourned at 11:30 a.m.

The Planning Committee recessed at 11:30 a.m.; Chair Calabresa reconvened the Committee at 11:50 p.m.

15.0 New Business –Planning Committee

15.1 Recommend approval of Resolution awarding Contract for Schreiber Lake Phase 3 Reforestation at Lakewood Forest Preserve to Applied Ecological Services Inc., Brodhead, Wisconsin, in the Contract Price of \$54,386.33 - Executive Director Kovach showed the project site on a map. Motion by member Hart, second by member Weber to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board.

15.2 Recommend approval of Resolution approving Amendment to Intergovernmental Agreement with County of Lake for construction of Millennium Trail and dedication of Right-of-Way along Russell Road adjacent Van Patten Woods - Executive Director Kovach showed the project site on a map and explained the recommendation. Motion by member Pedersen, second by member Mathias to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board.

15.3 Recommend approval of Resolution awarding Contract for Restroom Facility at Grant Woods Forest Preserve to Biological Mediation Systems, Inc., Fort Collins, Colorado, in an amount not to exceed \$38,371.00 - Executive Director Kovach showed the project site on a map and explained the recommendation. Motion by member Taylor, second by member Werfel to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board.

15.4 Recommend approval of Resolution awarding Contract for Construction of Public Access Improvements at Fort Sheridan Forest Preserve to V3 Construction Group, Woodridge, Illinois, in the Contract Price of \$1,872,000.00 - Director Randy Seebach showed the project site on a map, explained the project, and responded to questions. A general discussion ensued regarding the additional toilet at the cemetery that was previously approved with the master plan. President Maine and member Rummel re-stated that they had been opposed to the toilet. Motion by member Weber, second by member Wilke to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board.

15.5 Policy Direction regarding request from Lake County Division of Transportation to consider transfer of 0.02 acres of fee simple interest and to provide 0.09 acres of temporary easement at Wadsworth Savanna Forest Preserve required for proposed improvements to the intersection of Wadsworth and Kilbourne Roads – Director Seebach noted that LCDOT needs a temporary easement for grading and a permanent easement for radius improvements. Staff was seeking approval to continue discussions with LCDOT and for authorization to negotiate an intergovernmental agreement. Mr. Seebach responded to questions and there was a motion by member Wilke, second by member Weber to proceed. Voice vote being had, the motion passed unanimously.




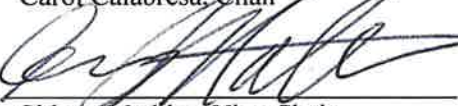













16.0 Old Business - None

17.0 Executive Session – Motion by member Weber, second by member Hart 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: 9, NAYS: 0. The committee went into executive session at 12:10 p.m. and returned to open session at 12:30 p.m.

14.0 Next Meeting: June 5, 2016.

15.0 Adjourn – With no further business, Chair Calabresa declared the committee adjourned at 12:31 p.m.



APPROVED:

| OPERATIONS COMMITTEE: | YEA | NAY | PLANNING COMMITTEE: | YEA | NAY |
|---|-------------------------------------|--------------------------|--|-------------------------------------|--------------------------|
|  Craig Taylor, Chair | <input checked="" type="checkbox"/> | <input type="checkbox"/> |  Carol Calabresa, Chair | <input type="checkbox"/> | <input type="checkbox"/> |
|  Mary Ross Cunningham, Vice-Chair | <input type="checkbox"/> | <input type="checkbox"/> |  Sidney Mathias, Vice-Chair | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
|  Chuck Bartels | <input type="checkbox"/> | <input type="checkbox"/> |  Paul Frank | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
|  Steve Carlson | <input checked="" type="checkbox"/> | <input type="checkbox"/> |  Sandy Hart | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
|  Michael Danforth | <input checked="" type="checkbox"/> | <input type="checkbox"/> |  Linda Pedersen | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
|  Bill Durkin | <input checked="" type="checkbox"/> | <input type="checkbox"/> |  Craig Taylor | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
|  Diane Hewitt | <input checked="" type="checkbox"/> | <input type="checkbox"/> |  Tom Weber | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
|  Judy Martini | <input checked="" type="checkbox"/> | <input type="checkbox"/> |  Jeff Werfel | <input type="checkbox"/> | <input type="checkbox"/> |
|  Brent Paxton | <input type="checkbox"/> | <input type="checkbox"/> |  Terry Wilke | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
|  S. Michael Rummel | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | | |

Joint Committee Minutes – May 1, 2017

APPROVED:

FINANCE COMMITTEE:

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