

**Lake County Forest Preserve District
Operations Committee Meeting
Monday, June 25, 2018**

The Operations Committee met Monday, June 25, 2018 at the Lake County Forest Preserves General Offices, 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*
Chuck Bartels
Steve Carlson
Michael Danforth
Bill Durkin
Judy Martini
S. Michael Rummel
Vance Wyatt

Absent:

Mary Ross Cunningham, *Vice Chair*
Diane Hewitt
Brent Paxton

Also Present:

Ann B. Maine, *President*
Paul Frank
Alex "Ty" Kovach
Mike Tully
Jim Anderson
Jim Ballowe
Nan Buckardt
Mary Kann
Steve Neaman
John Nelson
John Tannahill
Rebekah Snyder
Debbie Boness

Nick Spittlemeister
Jeff Harvey
Kevin Kleinjan
Rod Worden
Maureen Shelton
Matt Norton, *Corporate Counsel*

- 2.0 **Pledge of Allegiance** – Member Wyatt 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**

John Nelson, Director of Operations & Infrastructure introduced two new staff members from his department who were attending the committee meeting.

Executive Director Kovach distributed his report and commented on:

- Updated on current public access improvement projects (attachment to report);
- Science Explorers in Nature program and open house on July 13 at Greenbelt Cultural Center;
- The Field Museum's recent donation of 20 exhibit cases to the District, valued at over \$80,000;
- Civil War Days on June 30 and July 1 at Lakewood Forest Preserve;
- Libertyville Economic Development Commission held its June meeting at the General Offices;
- Items sent to auction in June netted the District over \$139,000;
- Updated on full ownership of Oriole Grove and Prairie Wolf in exchange for Black Crown with IDNR is still in progress, working on deed restriction language in the agreement. Mr. Kovach responded to questions and Attorney Norton provided additional information.

- 6.0 **Correspondence** – None

- 7.0 **Approve Minutes**

Approve June 4, 2018 Operations Committee meeting minutes. Motion by member Rummel, second by member Martini. Voice vote being had, all in favor, the motion passed unanimously and the minutes were circulated for signatures.

- 8.0 **Old Business** – None

9.0 New Business

- 9.1 Recommend Approval of an Ordinance Establishing Fees and Charges for District Permits, Programs, Services and Facilities (Annual Fee Ordinance). Mike Tully, Chief Operations Officer highlighted the major changes in the Fee Ordinance and answered questions. Jim Ballowe, Director of Facilities and Nan Buckardt, Director of Education responded to additional questions. President Maine requested that we send out the Fee Guidelines to committee members. During review and discussion the Committee requested the changes to the following items:

- 1) Page #14, (11.) – Add at the end of the paragraph “provided that the program is free to the public and creates no cost to the District”.
- 2) Page #21, (8. F) – Increase Late Penalty to \$100.00/week.

Motion to amend to increase late penalty to \$100.00/week by member Carlson, second by member Danforth. Motion to approve Annual Fee Ordinance as amended by member Carlson, second by member Bartels. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.



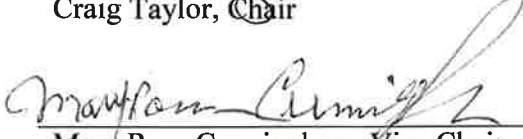

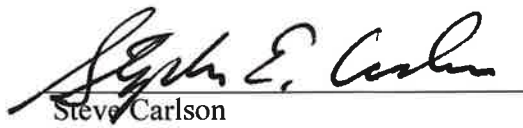
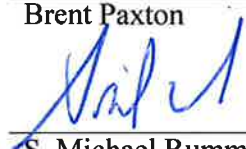


- 9.2 Recommend Approval of a Resolution Approving an Annual Support and License Agreement for Financial Software to Tyler Technologies, Inc., MUNIS Division, Falmouth, Maine, in the estimated Contract Price of \$104,442.00 for Fiscal Year 2018/19. Mr. Tully summarized the Resolution. Motion by member Rummel, second by member Wyatt. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.
- 9.3 Recommend Approval of a Resolution Awarding a Maintenance Agreement for OnBase Document Management Software to Hyland Software, Inc., Westlake, Ohio, in the Contract Price of \$55,044.24 for Fiscal Year 2018/19. Mr. Tully summarized the Resolution. Motion by member Wyatt second by member Martini. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.
- 9.4 Recommend Approval of a Resolution Awarding a Contract for the Purchase of Geographical Information System Enterprise Software and Related Maintenance Services to Environmental Systems Research Institute, Inc., Redlands, California, under the State of Illinois Contract #8CMT8P00697, in an amount not to exceed \$137,991.50. Mr. Tully summarized the Resolution. Debbie Boness, Information Technology Officer and Nick Spittlemeister, GIS Analyst responded to questions. 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.
- 9.5 Recommend Approval of a Resolution Awarding a three-year Contract for Barrington Greenway Initiative Ecological Technician Services to Friends of the Forest Preserves in the Contract Price of \$72,000.00. Mr. Tully summarized the Resolution. Chair Taylor requested an annual update on this initiative. Motion by member Rummel, second by member Martini. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.
- 9.6 Recommend Approval of a Resolution Authorizing Change Order No. 1 to the Contract with Landscapes by Gary Weiss, Woodstock, Illinois, for Brick Pavement Repair Work at Independence Grove Visitors Center. Mr. Tully summarized the Resolution. Motion by member Durkin, second by member Wyatt. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.

10.0 Executive Session – None

11.0 Next Meeting – August 6, 2018

12.0 Adjourn – With no further business; motion by member Wyatt, second by member Martini, to adjourn. Voice vote had, all in favor, the motion passed unanimously. The meeting adjourned at 10:05 a.m.

APPROVED:

	<u>Yea</u>	<u>Nay</u>		<u>Yea</u>	<u>Nay</u>
 Craig Taylor, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 Diane Hewitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Mary Ross Cunningham, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ Judy Martini	<input type="checkbox"/>	<input type="checkbox"/>
 Chuck Bartels	<input type="checkbox"/>	<input type="checkbox"/>	_____ Brent Paxton	<input type="checkbox"/>	<input type="checkbox"/>
 Steve Carlson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 S. Michael Rummel	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Michael Danforth	<input type="checkbox"/>	<input type="checkbox"/>	 Vance Wyatt	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Bill Durkin	<input checked="" type="checkbox"/>	<input type="checkbox"/>			