

**Lake County Forest Preserve District
Operations Committee Meeting
Monday, June 26, 2017**

The Operations Committee met Monday, June 26, 2017 at the Lake County Forest Preserves Operations and Public Safety Facility, 19808 West Grand Avenue, Lake Villa, 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 (Electronic Attendance)
Steve Carlson
Michael Danforth
Bill Durkin
Diane Hewitt
Judy Martini
S. Michael Rummel
Vance Wyatt

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

Bruce Backe
Joe Kulling
Jason Lockard
Maureen Shelton
Matt Norton (Corporate Counsel)

Absent:

Brent Paxton

- 2.0 **Pledge of Allegiance** – Member Carlson led the Pledge of Allegiance.

Chair Taylor stated that a timely notice was received from member Chuck Bartels in accordance with the District's policy on electronic meeting attendance, requesting to attend this meeting electronically because of personal illness or disability. He announced that member Bartels was connected via telephone. Hearing no motion to determine that his notice did not comply with the District's policy, Chair Taylor declared member Bartels present and requested a roll call of Committee Members.

Committee Secretary Shelton called the roll and 8 Committee Members were present: Taylor, Bartels, Carlson, Durkin, Hewitt, Martini, Rummel, Wyatt.

Member Danforth arrived at 9:04 am; Member Cunningham arrived at 9:12 am.

- 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 his report:

John Nelson, Director of Operations & Infrastructure introduced staff members from his department who were attending the Committee meeting. Mr. Nelson explained that staff attendance is part of our effort to have all Forest Preserve Staff attend at least one committee meeting to gain understanding about how our organization is governed. Executive Director Kovach reminded the Committee that this is part of the Strategic Plan. The District would like to be one of the Top 10 Places to Work in Illinois and communication is an important part of this.



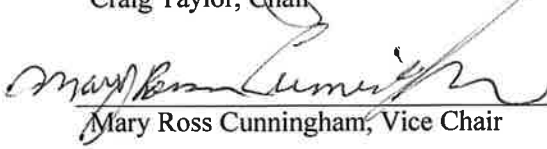
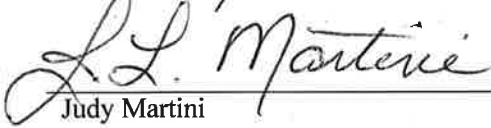
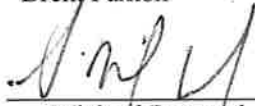



Mr. Kovach reported on: YCC Golf Outing Fundraiser; Preservation Foundation news and events; Civil War Days; Independence Grove Tuesday night concert series; Science Explorers in Nature; Public Affairs homeowners survey as part of the Buckthorn Pilot project; recent Des Plaines River Canoe and Kayak Marathon; access improvement projects; Chiwaukee Prairie Illinois Lake Plain recognized as a Society of Wetland Scientists Wetland of Distinction; HB534 is going to the governor for signature; and upcoming NRPA conference.

- 6.0 **Correspondence – None**

- 7.0 **Approve Minutes**
Approve Minutes from June 5, 2017 Operations Committee. Motion by member Durkin, second by member Cunningham. Voice vote being had, all in favor, the motion passed unanimously and the minutes were circulated for signatures.
- 8.0 **New Business**
- 8.1 **Recommend approval of a Resolution awarding a Contract for the purchase of Replacement Computing Equipment during the FY 17/18 to CDW-Government, Inc., Vernon Hills, Illinois, under the National IPA Technology Solutions Contract #130733, in amount not to exceed the Information Technology Replacement Fund budgeted amount of \$88,000.00.** Mr. Nelson summarized the Recommendation. Mary Kann, Director of Administration responded to questions. Motion by member Rummel second by member Carlson. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.
- 8.2 **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 Contract Price of \$79,940.59 for Fiscal Year 2017/18.** Mr. Nelson summarized the Recommendation. Motion by member Wyatt, second by member Hewitt. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.
- 8.3 **Recommend approval of an Ordinance approving the assignment of the License Agreement for Food and Beverage Services at Independence Grove from Catering by Michael's, Inc. to CBM Catering by Michaels LLC.** Mr. Nelson introduced the Recommendation. Jim Ballowe, Director of Facilities summarized the recommendation, noting that Catering By Michael's is being purchased by the group that owns Buona Beef, subject to the District's approval to assign the license. The operation will still be called Events at Independence Grove and the current owner will remain on site for at least the next four years. Mr. Ballowe responded to questions and a general discussion ensued, including complaints about service that have occurred over the years. President Maine requested a summary of the number of events that have been hosted at Independence Grove. Motion by member Danforth, second by member Wyatt. Voice vote being had, the motion passed unanimously and will be forwarded to the Finance Committee.
- 8.4 **Approve 2017-2018 Gateways Grant Program.** Mr. Nelson summarized the Recommendation. Motion by member Cunningham, second by member Martini. Voice vote being had, all in favor, the motion passed unanimously.
- 9.0 **Old Business**
- 9.1 **Recommend approval of a Resolution approving an amended Mosquito Management Policy.** Mr. Nelson introduced the Recommendation. Jim Anderson, Director of Natural Resources explained that the amended policy emphasizes strategies recommended by the Lake County Health Department. Mr. Anderson highlighted the changes in the Policy and responded to questions. Motion by member Rummel, second by member Durkin. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.
- 9.2 Museum Budget Update. Director Ballowe and Director Buckardt provided an update on the construction progress and museum budget. The District remains within budget on this project. They responded to questions and a general discussion ensued. As part of the discussion it was mentioned that the Village of Libertyville has a list of certified licensed electricians that the District is required to use for work at the General Offices that require a Village permit. Member Durkin requested that one of our electricians become certified with the Village. President Maine requested a museum presentation for the New Committee members, this presentation to include what is being spent, what we are doing and the Exhibits. Member Bartels requested that the Board tour the downstairs storage area. It was suggested to be done at the next Committee of the Whole at our General Offices.
- 10.0 **Executive Session** – None
- 11.0 **Next Meeting** – July 31, 2017 at 9:00 am; Operations and Public Safety Facility, 19808 West Grand Avenue, Lake Villa.

12.0 **Adjourn** - With no further business; motion by member Carlson, second by member Cunningham, to adjourn. Voice vote had, all in favor, the motion passed unanimously. The meeting adjourned at 10:00 am.

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 checked="" type="checkbox"/>	<input type="checkbox"/>
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Chuck Bartels			Brent Paxton		
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Steve Carlson			_____		
 Michael Danforth	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 Vance Wyatt	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Bill Durkin	<input checked="" type="checkbox"/>	<input type="checkbox"/>			