

**Lake County Forest Preserve District  
Operations Committee Meeting  
Monday, June 5, 2017**

The Operations Committee met Monday, June 5, 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*  
Chuck Bartels (Electronic Attendance)  
Steve Carlson  
Michael Danforth  
Bill Durkin  
Diane Hewitt  
Judy Martini  
S. Michael Rummel

**Absent:**

Brent Paxton  
Mary Ross Cunningham, *Vice Chair*

**Also Present:**

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

Sue Hawkins  
Andrew Osborne  
Allison Frederick  
Jackie DeMasi  
Brett Peto  
James Jenkins, Jr.  
Joe Mangioni  
Pat White  
Jim Costello, Costello Communications  
Mick Zawislak, Daily Herald  
Maureen Shelton  
Matt Norton (Corporate Counsel)

- 2.0 **Pledge of Allegiance** – President Maine led the Pledge of Allegiance.

President Maine requested a moment of silence for those who have lost their lives in London.

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 7 Committee Members were present: Taylor, Bartels, Carlson, Danforth, Durkin, Martini, Rummel.

Member Hewitt arrived at 9:07 am.

- 3.0 **Public Comment** – None

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

- 5.0 **Executive Director Comments**

Katherine Hamilton-Smith, Director of Public Affairs & Development, John Tannahill, Director of Public Safety and John Nelson, Director of Operations & Infrastructure introduced staff members from their departments who were attending the Committee meeting. Mr. Kovach stated that as part of Phase III of the Strategic Plan, the District would like to be one of the Top 10 Places to Work in Illinois. Communication is the key to this and staff attendance at committee meetings is one of the ways to build on it.

Executive Director Kovach commented on his report:

- Attended the City of Lake Forest, Ward 2 meeting with Commissioner Rummel and Director Seebach to present on District projects within the City of Lake Forest. Attending a City Council meeting this evening with President Maine and Commissioner Rummel;
- Along with Ellen Granda, Major Gifts Manager, met with the CEO of the Illinois Holocaust Museum and Education Center. Part of our outreach to build on strategic partnerships in the communities;
- Native Plant Sale had record numbers;
- Nearly 850 students and teachers attended the Civil War School Days on May 17;
- The summer issue of Horizons was released the end of May;

- Future Energy Jobs bill was signed into law in December. Tracking this and looking for opportunities that are applicable to the District;
- Received a \$46,000 grant from Illinois Coastal Management. The funding will go towards Spring Bluff Forest Preserve trail and observation platform;
- Provided an update on HB534;
- We continue to look at the various versions of the possible tax freeze and how it will affect us;
- Provided a museum relocation project update;
- The Newberry Library celebration for the transfer of the Teich Archives is October 28;
- The Preservation Foundation Board approved a \$20,000 grant to engage community groups in North Chicago and Waukegan in volunteer restoration at Greenbelt Forest Preserve;
- The Preservation Foundation 10<sup>th</sup> Anniversary celebration will be held on July 22.

## 6.0 Correspondence – None

## 7.0 Approve Minutes

Approve Minutes from April 3, 2017 Operations Committee and May 1, 2017 Joint Committee. Motion by member Carlson, second by member Rummel. Voice vote being had, all in favor, the motion passed unanimously and the minutes were circulated for signatures.

## 8.0 New Business

8.1 For Information Only - Update on branding and logo development for the Bess Bower Dunn Museum of Lake County. Nan Buckardt, Director of Education, provided the committee with an explanation of the District's process in developing a brand and the background on how logos have been chosen in the past. She introduced Sue Hawkins, Public Affairs Manager. Sue has been coordinating this project and working with the consultant. Sue introduced the consultant Jim Costello, President of Costello Communications. Jim explained to the committee what brand identity is and showed examples of other like entities branding and logos. He then unveiled the staff approved logo and tag line. He showed examples of the logo on stationery, merchandise, promotions and other applications. The committee members provided both positive and negative feedback. Members Martini and Danforth were opposed to the logo. Member Martini requested to see the other logos that were presented to Staff.

8.2 Recommend approval of a Resolution awarding a Contract for Fabrication of Exhibit Display Cases at the General Offices and the Bess Bower Dunn Museum of Lake County to Ravenswood Studios, Inc., Lincolnwood, Illinois in the Contract Price of \$110,236.90. Mike Tully, Chief Operations Officer gave a summary of the recommendation. A discussion about bond requirements ensued. Motion by member Hewitt second by member Carlson. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.

8.3 Recommend approval of a Resolution Awarding a Contract for the Installation of Electrical Devices at the Bess Bower Dunn Museum of Lake County to Pieper Electric, Inc., Kenosha, Wisconsin, in the Contract Price of \$86,200.00. Mr. Tully gave a summary of the recommendation. President Maine requested an update on the museum budget at the next meeting. Motion by member Martini second by member Durkin. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.

8.4 Recommend approval of an Ordinance to Amend the Conserve Lake County License Agreement. This Amendment would extend the term of the Agreement for one year ending on May 31, 2018. Mr. Tully, gave a summary of the recommendation. Motion by member Rummel second by member Hewitt. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.

8.5 Recommend approval of a Resolution approving an amended Mosquito Management Policy. President Maine requested that this item be deferred, as a courtesy to the South Lake Mosquito Abatement District, to allow time for them to review the policy. Mr. Tully highlighted the major changes in the policy. Motion by member Rummel second by member Martini to defer the item. Voice vote being had, all in favor, the motion passed unanimously.

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

8.7 Recommend approval of a Resolution awarding contracts for the purchase of gravel and other materials for a twenty-four (24) month period beginning July 1, 2017, and ending June 30, 2019, to Super Aggregates, Inc., McHenry, Illinois, Vulcan Construction Materials, Naperville, Illinois, Waupaca Sand & Solutions, Waupaca, Wisconsin, Peter Baker & Son, Lake Bluff, Illinois and Thelen Materials, LLC., Antioch, Illinois. Mr. Tully, gave a summary of the recommendation and responded to questions. Motion by member Durkin second by member Hewitt. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full Board.

8.8 Recommend approval of the Annual Fee Ordinance effective July 1, 2017. Mr. Tully highlighted the changes in the Fee Ordinance and answered questions. Directors Ballowe, Buckardt, and Neaman answered additional questions. During review and discussion the Committee made changes to the following items:

- 1) Page #10, (A) - Add "weekdays and non-holidays".
  - 2) Page #21, paragraph at the bottom of the page – Add "(Twilight, Replay, and 9 Holes)",
- Motion by member Carlson, second by member Hewitt. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.

9.0 **Old Business** – None

10.0 **Executive Session** – None

11.0 **Next Meeting** - June 26, 2017 at 9:00 am; Operations and Public Safety Facility, 19808 West Grand Avenue, Lake Villa.

12.0 **Adjourn** - With no further business; Chair Taylor announced the meeting adjourned at 11:05am.

**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"/>
_____ 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 checked="" type="checkbox"/>	<input type="checkbox"/>	 Vance Wyatt	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Bill Durkin	<input checked="" type="checkbox"/>	<input type="checkbox"/>			