

**Lake County Forest Preserves
Finance Committee Minutes – August 9, 2018**

The Lake County Forest Preserve District Finance Committee met on Thursday, August 9, 2018. The meeting was held at the District's General Offices, 1899 West Winchester Road, Libertyville, Illinois.

1.0 Call to order - With a quorum present, Chair Mike Rummel called the meeting to order at 8:30 a.m.

Committee Members Present:

Mike Rummel, Chair
Linda Pedersen, Vice Chair
Steve Carlson
Mary Ross Cunningham
Bill Durkin
Sandy Hart

Absent:

Aaron Lawlor

Also Present:

Alex Ty Kovach
Mike Tully
Mary Kann
John Nelson
Randy Seebach
Nan Buckardt
Jim Ballowe
John Tannahill

Katherine Hamilton-Smith
Jim Anderson
Rebekah Snyder
Laurel Diver
Andrew Osborne
Julie Gragnani
Matt Norton, Corporate Counsel
Morgan Hess

2.0 Pledge of Allegiance – Member Durkin led the Pledge of Allegiance.

3.0 Public Comment – None

4.0 Addenda to the Agenda – None

5.0 Executive Director Comments – Executive Director Kovach distributed his report and noted that the District received the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting. Chair Rummel showed the award received for the Middlefork bridge.

6.0 Approval of Minutes – Motion by member Cunningham, second by member Carlson to approve the minutes of June 28, 2018. Voice vote being had, the motion passed unanimously and the minutes were circulated for signatures.

7.0 Correspondence – None

8.0 Finance

8.1 Payment Approvals – Motion by member Hart, second by member Cunningham to approve the legal bills from April, May and June 2018. Voice vote being had, the motion passed unanimously and the minutes were circulated for signatures.

8.2 Monthly Financial Report – Finance Director Steve Neaman summarized the preliminary financial report for fiscal year ending June 30, 2018. Facilities Director Jim Ballowe responded to questions regarding Golf Operations and the committee briefly discussed the decline in annual dog permit revenue.

8.3 Recommend approval of Resolution Approving Change Order No. 1 to Agreement with Accountemps for temporary staffing in the Finance Department, increasing the Contract Amount by \$10,844.60 – Director Neaman explained that when the accountant position became vacant an outside temporary staff person was brought in to keep up with workload. The department was then reorganized and the Accounting Manager position was advertised, but a qualified candidate was not found in the first round of interviews. The position had to be re-advertised, causing the need for the temporary person to be kept longer than anticipated. Mr. Kovach added that a candidate has now been selected but is not yet on board, and the salary savings from the

open position covers the cost for the additional temporary services. Motion by member Pedersen, second by member Cunningham to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

9.0 Administration

9.1 Recommend approval of a Resolution Approving the Inclusion of Health Insurance Waiver Payments as Illinois Municipal Retirement Fund Earnings – In follow-up to the previous month's policy direction from the committee, Director Mary Kann reviewed the recommendation and 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 recommendation was forwarded to the full Board for approval.

10.0 Operations Committee

10.1 Policy Direction regarding the license agreement with the Adlai Stevenson Center on Democracy at the Adlai E. Stevenson Historic Home – Education Director Nan Buckardt explained that the license agreement has expired and requested direction from the committee regarding negotiation of a new license agreement. The Stevenson Center on Democracy expressed interest in a new agreement with a two-year term with the option to renew for five additional one-year terms. Also, it would terminate the month-to-month license and be retroactive to the expiration of the last agreement. She noted that the direction of the Operations Committee was to proceed. The family indicated to Mr. Kovach a reluctance to commit longer than two years. He added that President Maine has had conversations with them cautioning against presenting biased programming. Attorney Norton responded to questions and a general discussion ensued. The consensus of the committee was to proceed with negotiating a new agreement.

10.2 Recommend approval of a Resolution approving the transfer of Cultural Items from the Bess Bower Dunn Museum of Lake County's collections to the Ho-Chunk Nation – Director Buckardt noted that this is the last expected repatriation from our collections. In accordance with federal law, the Ho-Chunk Nation expressed a desire to receive their ancestral remains. Motion by member Carlson, second by member Hart to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

10.3 Recommend approval of a Resolution awarding a Contract to purchase a 2019 Ford F550 Regular Cab Lift Truck with Accessories to ALTEC Industries, Inc., Grayslake, Illinois, in the Contract Price of \$102,858.00 – Mr. Kovach noted that the contract price is \$858 over budget and that will be taken from the Equipment Replacement Fund. Director John Nelson responded to questions. Motion by member Carlson, second by member Cunningham to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

11.0 Planning Committee

11.1 Recommend approval of a Resolution Approving Change Order No. 1 to the Contract with Native Restoration Services for the Lake Plain Invasive Plant Strike Team project at Spring Bluff Forest Preserve, increasing the Contract Amount by \$92,000.00 – Mr. Kovach noted that the \$92,000 for this change order represents additional grant funding received from IDNR's Coastal Management Program for invasive species control along the Waukegan lakeshore. Jim Anderson provided additional information about the specific location where this additional work will take place. Motion by member Cunningham, second by member Durkin to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

11.2 Recommend approval of a Resolution Approving an Agreement for Participation and Membership in the North Branch Chicago River Watershed Workgroup – Mr. Kovach summarized the recommendation and explained that membership will give the District opportunities to preserve and enhance water quality in the North Branch Chicago River and its tributaries. Motion by member Hart, second by member Carlson to

approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

12.0 Old Business – None

13.0 New Business – Member Hart noted that at the County's Finance Committee meeting she requested that they look into using a vendor disclosure form and requested that the Forest Preserve's Finance Committee discuss this form at its next meeting. The form would request any vendor doing business with the District to disclose any campaign contributions made to County board members; disclose any family member working for the District; and require employees of the District who leave employment to not do business with the District for one year. A general discussion ensued; Attorney Norton will take a look at the District's Ethics Ordinance and the State Ethics Act; and determine at what point the matter should go to the District's Ethics Committee. Member Hart will forward her information to Attorney Norton.

14.0 Executive Session - None

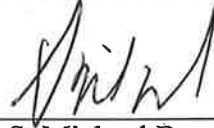
15.0 Next meeting: August 30, 2018

16.0 Adjourn – Motion by member Cunningham, second by member Carlson to adjourn. Voice vote being had, the motion passed unanimously and the committee adjourned at 9:08 a.m.

APPROVED:

Yea Nay

Yea Nay


S. Michael Rummel, Chair

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Bill Durkin

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Linda Pedersen, Vice Chair

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Sandy Hart

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Steve Carlson

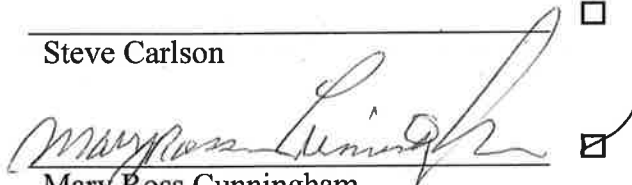
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Aaron Lawlor

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Mary Ross Cunningham

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