

**Lake County Forest Preserve District  
Operations Committee Meeting  
Monday, January 7, 2019**

The Operations Committee met Monday, January 7, 2019 at the Lake County Forest Preserves General Offices, 1899 West Winchester Road, Libertyville, Illinois.

- 1.0 **Call to Order** -With a quorum present, Chair Vealitzek called the meeting to order at 9:00 a.m.

**Commissioners Present:**    **Also Present:**

Jessica Vealitzek, <i>Chair</i>	Angelo D. Kyle, <i>President</i>	Nan Buckardt	Trenton Elsasser
Bill Durkin, <i>Vice Chair</i>	Jennifer Clark	Katherine Hamilton-Smith	Sarah Klein
Mary Ross Cunningham	Adam Didech	Mary Kann	Kathryn McCabe
Ann B. Maine	Dick Barr (10:54 a.m.)	Steve Neaman	Joe Sisk
Craig Taylor	Judy Martini (10:47 a.m.)	John Nelson	Pati Vitt
Terry Wilke	Linda Pedersen (10:52 a.m.)	Randy Seebach	John Weber
	Mike Rummel (10:35 a.m.)	John Tannahill	Maureen Shelton
<b><u>Absent:</u></b>	Julie Simpson (10:40 a.m.)	Rebekah Snyder	Grant Benjamin, <i>SCCWA</i>
Brent Paxton	Alex "Ty" Kovach	Andrew Osborne	Susan Pribyl, <i>SCCWA</i>
	Mike Tully	Sue Hawkins	Mick Zawislak, <i>Daily Herald</i>
	Jim Anderson	Jackie DeMasi	Matt Norton, <i>Corporate Counsel</i>
	Jim Ballowe	Diana Dretske	

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

- 3.0 **Public Comment** – Susan Pribyl, volunteer with the Squaw Creek Clean Water Alliance (SCCWA), spoke about the issue of erosion along the Long Lake shoreline on Forest Preserve property, impacting the water quality, and asked that the District consider shoreline stabilization on its property and have funding included in the Capital Improvement Plan.

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

- 5.0 **Executive Director Comments**

Jim Anderson, Director of Natural Resources, Katherine Hamilton-Smith, Director of Public Affairs and Development, and John Nelson, Director of Operations & Infrastructure introduced their new staff members to the Committee.

Executive Director Kovach distributed his report and commented on:

- Preservation Foundation: received a \$750,000 grant that will support the Chiwaukee Prairie Illinois Beach Lake Plain partnerships; received a \$6,000 grant from a new corporate donor that will support the Green Youth Farm; USG has renewed its \$15,000 sponsorship of the Dunn Museum; the Foundation has secured \$60,400 to date in the Annual Fund (37% of goal);
- Achievement of PDRMA's highest loss control award, which is accreditation;
- The District monitoring program located 280 new locations of rare plant species in 2018;
- The District met the Adopt a Turtle funding goal for the third year in a row with 90 new turtle champions;
- CMAP On to 2050 Principles (a brochure was distributed to the committee members);
- Bess Bower Dunn Museum 2019 Special Exhibits; Booker T. Washington Progressive Club; Marvelocity: The Art of Alex Ross; A Celebration of Souls: Day of the Dead in Southern Mexico;
- Annual Volunteer Recognition event is Saturday, February 9;
- The District is finalizing the transition to ADP payroll system;
- Christmas tree recycling through February 1.

Member Cunningham left the meeting at 9:15 a.m.

6.0 **Correspondence** – None

7.0 **Approve Minutes**

Approve November 5, 2018 Operations Committee meeting minutes. Motion by member Durkin, second by member Maine. Voice vote being had, the motion passed unanimously. The minutes were circulated for signatures.

8.0 **Old Business** – None

Member Cunningham returned at 9:20 a.m.

9.0 **New Business**

- 9.1 Recommend approval of a Resolution awarding a Contract for the purchase of two (2) John Deere Compact Utility Tractors and five (5) John Deere Mowers to Buck Bros., Inc., Wauconda, Illinois, in the Contract Price of \$181,318.93. Mike Tully, Chief Operations Officer introduced the recommendation. Mr. Nelson stepped up to explain the equipment replacement program and how it works. The District purchases the equipment and each year the department is charged a user fee based on the expected lifetime of the equipment, then that money goes into the equipment replacement fund. Mr. Nelson responded to questions and a short general discussion ensued. Motion by member Cunningham, second by member Wilke. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full board.
- 9.2 Recommend approval of a Resolution awarding a Contract for converting the District's public website (LCFPD.org) and intranet to a responsive design to AmericanEagle.com, Des Plaines, IL, in an amount not to exceed \$90,000.00. Mr. Tully introduced the recommendation. Ms. Hamilton-Smith explained the need for a responsive website, that 70% of our users are using a mobile platform. The District's e-commerce pages will be converted so customers can purchase dog permits, shelter rentals and register for programs from their mobile phones and tablets, which is currently not possible. This project also supports redesigning the website with ADA compliance in mind. The District will no longer need to maintain two sites and will take advantage of current technologies. Motion by member Wilke, second by member Taylor. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full board.
- 9.3 Recommend approval of a Resolution approving an agreement with Lake Forest Open Lands Association to jointly develop and offer the Conservation Explorers Program for Lake County youth entering high school. Mr. Tully introduced the recommendation. Nan Buckardt, Director of Education explained that the new Conservation Explorers Program is a bridge between the District's Science Explorers in Nature and Lake Forest Open Lands Center for Conservation Leadership program. Conservation Explorers will be available to any student entering 9th grade. Scholarships for low income students will be available. Member Maine requested that scholarships be based on the student's needs, regardless of what school they attend. Member Cunningham requested a report at the end of the program indicating how many participants were from low income areas. Motion by member Maine, second by member Durkin. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.

9.4 Recommend Acceptance of New Donations to the Bess Bower Dunn Museum of Lake County's Historic Collections. Mr. Tully introduced the recommendation. Mrs. Buckardt explained the recommendation. Andrew Osborne, Superintendent of Educational Facilities gave a PowerPoint presentation highlighting the new donations. Member Maine asked for an update on creating a museum membership. Ms. Hamilton-Smith responded that we should be getting the proposal from the consultants soon. President Kyle requested that the Booker T. Washington exhibit be displayed at the Greenbelt Cultural Center. Mrs. Buckardt explained that everything is in place for the exhibit at the Bess Bower Dunn Museum, which includes the proper conditions and safeguards to protect the items. Mrs. Buckardt will look into the possibility of using reproductions for an exhibit at Greenbelt Cultural Center. Motion by member Cunningham, second by member Durkin to approve as presented. Voice vote being had, all in favor, the motion passed unanimously.

9.5 For Information Only - Review of 10-Year Capital Improvement Plan. Mr. Kovach distributed the approved 10-year Capital Improvement Plan (CIP) and noted that recommended changes to the CIP would be presented at the January 28 joint committee meeting. He provided background information and reviewed the Projects Status Report, which divided projects into categories of 1) ongoing capital improvement projects; 2) public access/miscellaneous projects; and 3) habitat restoration projects. Mr. Kovach responded to questions and a general discussion ensued.

10.0 Closed Session – None

11.0 Next Meeting – 8:30 am January 28, 2019 Joint Committee  
9:00 am February 4, 2019 Operations Committee

12.0 Adjourn – With no further business; motion by member Cunningham, second by member Durkin, to adjourn. Voice vote being had, all in favor, the motion passed unanimously. The meeting adjourned at 10:55 a.m.

**APPROVED:**

Yea Nay

Yea Nay

  
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Jessica Vealitzek, Chair


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Brent Paxton

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Bill Durkin, Vice Chair

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Craig Taylor

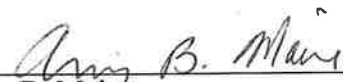
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Mary Ross Cunningham

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Terry Wilke

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Ann B. Maine

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