

**Lake County Forest Preserve District  
Operations Committee Meeting Minutes - Monday, May 4, 2020**

On Monday, May 4, 2020, pursuant to the Illinois Governor's Executive Orders 2020-7, 2020-10, 2020-18 and 2020-33, the Operations Committee met via Audio and Video conference and not at the Lake County Forest Preserve District's General Offices.

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

**2.0 Roll Call** – Recording Secretary Gragnani call the roll and four committee members responded: Jessica Vealitzek, Chair; Mary Ross Cunningham, Craig Taylor, and Terry Wilke. (Members Bill Durkin and Ann Maine connected to the meeting after the roll call.) Absent: Brent Paxton.

Member Ann Maine joined the meeting at 9:01 a.m.

Motion by member Taylor, second by member Maine to suspend the Rules of Order and Operational Procedures to the full extent necessary: a) to allow Committee members to attend this meeting in accordance with the Governor's Executive Orders 2020-7, 2020-18, and 2020-33, which allows all Committee members to attend this meeting by video or audio means and; b) to allow public comment to be made via audio or video conference. Roll Call vote being had, the motion passed by the following vote: AYES: 4; NAYS: 0.

**Also Present:**

|                                       |                   |                   |
|---------------------------------------|-------------------|-------------------|
| Angelo Kyle, <i>President</i>         | Jim Anderson      | Alyssa Firkus     |
| Linda Pedersen                        | Jim Ballowe       | Jackie DeMasi     |
| Jennifer Clark                        | Nan Buckardt      | Jeanna Martinucci |
| Julie Simpson                         | John Nelson       | Dave Cassin       |
| Paul Frank                            | Randy Seebach     | Gina Wedekind     |
| Steve Carlson                         | John Tannahill    | Brett Peto        |
| Alex Ty Kovach                        | Rebekah Snyder    | Seleena Kuester   |
| Mike Tully                            | Debbie Boness     | Kim Croke         |
| Matt Norton, <i>Corporate Counsel</i> | Dan Stearns       | Deb Crooke        |
| Julie Gragnani                        | Laurel Diver      | Marc Linhardt     |
| Katherine Hamilton-Smith              | Sue Hawkins       | Tanya Echtenacher |
| Mary Kann                             | Andrew Osborne    | Mary Kozub        |
| Steve Neaman                          | Allison Frederick |                   |

**3.0 Pledge of Allegiance** – Member Taylor led the Pledge of Allegiance.

Members Bill Durkin and Ann Maine joined the meeting at 9:03 a.m.

**4.0 Approval of Minutes** - Motion by member Taylor, second by member Wilke to approve the Minutes of April 6, 2020. Roll Call vote being had, the motion passed by the following vote: AYES: 6; NAYS: 0.

**5.0 Public Comment:**

- Mary Kozub, Lake Zurich – in favor of opening the dog exercise areas and better communication.

**6.0 Addenda to the Agenda** – None

**7.0 Executive Director Comments:**

- Preserves were very busy over the weekend.
- All facilities, restrooms, and dog exercise areas remain closed to the public.

- Closures at Fort Sheridan and Buffalo Creek over the weekend due to the high number of visitors; and other closures due to flooding.
- The farm license with Openlands at Casey Farm has been terminated and the District received money for the amount required for restoration on District property for the sustainable farm.
- High increases in new users on the website and social media.
- Staff in conversations with CLC regarding their culinary program and feasibility of moving it to the Brae Loch clubhouse.
- The annual audit is in progress; working through the challenges of working remotely.
- Update on the Preservation Foundation and recent grants.
- Dunn Museum has developed virtual field trips that are very popular.

## 8.0 Correspondence – None

## 9.0 Old Business – None

## 10.0 New Business

10.1 Recommend approval Resolution authorizing Disposal of Surplus Golf Equipment, Furnishings and other items through public auction - Motion by member Wilke, second by member Maine to approve the recommendation. Chief Operations Officer Mike Tully noted that this is a routine disposal of old items as new items are purchased. Roll Call vote being had, the motion passed by the following vote: AYES: 6; NAYS: 0 (leave for previous roll call). The Resolution was forwarded to the full Board for approval.

10.2 Discuss Cancellation of Events, Programs, and Special Use Permits for 2020 – Chief Operations Officer Mike Tully provided opening remarks and turned the presentation over to Education Director Nan Buckardt, who summarized the following changes recommended for Education Programs, including any net revenue losses or savings in expenditures:

- Science Explorers Nature – Modify to a remote version of the program using e-learning techniques.
- Conservation Explorers – Cancel; 2-night stay out of state; current enrollment is below minimum needed.
- Civil War Days – Cancel; large number of volunteers and attendees; sanitation issues, risk to public.
- Kids Nature Fun Fest – Cancel; large groups of small children with hands-on activities.
- Oaktober – Modify program to include social distancing and other public health guidelines at that time.
- Halloween Hikes – Modify program by reducing number of participants; eliminate serving refreshments.
- Stevenson Historic Home Program and Events – Cancel District programs and work with Licensee to cancel or downsize their programs.
- Summer Camps – Cancel all current programs and modify to remote programs with activities done at home.
- Horizons Programs – Cancel; will develop as many remote summer programs and field trips as possible.
- USG Thursday Night Programs – Conduct programs remotely.
- Special Request Programs – Most programs can be done remotely.
- Senior Program – Participants are high-risk for Covid-19; programs will be modified to remote learning.
- Dunn Museum General Admission – 3 to 4-week lead time to reopen; new procedures will need to be established to address public health and social distancing; and changes to programs.
- School Field Trips – Canceled due to school closures; staff is working on curriculum support for teachers; staff is piloting remote field trips upon request.

Chair Vealitzek asked for public comments regarding Education Programs reviewed thus far; there were none. Committee members provided comments and Director Buckardt responded to questions. Mr. Tully continued with a review of Other Events, Programs, and Facility Rentals—including any net revenue losses or reduction in expenditures:

- Independence Grove and Greenbelt Cultural Center Summer Concert Series – Cancel; large gatherings
- Gospel Fest at Greenbelt Cultural Center – Cancel; large gathering

- Golf Courses – Open as allowed under the Governor’s current restrictions. Expenses will be incurred to maintain the grounds whether or not the courses are open. Current restrictions will mean losses in revenue but what does come in will help to partially offset expenses.

Committee members and other Commissioners provided comments regarding the golf operations and Mr. Tully and Revenue Facilities Director Jim Ballowe responded to questions; a brief discussion ensued. Mr. Tully continued with the following recommendations:

- Golf Outings – Cancel; large groups of people.
- Greenbelt Cultural Center Facility Rentals; Cancel through May; future bookings based on state imposed restrictions that are unknown at this time.
- Independence Grove Beach and Marina – Do not open; too many issues with social distancing and sanitation.
- Independence Grove Facility Rentals – Cancel; will not have any rentals this summer.
- Fox River Marina – Open as allowed; customers can get their boats out of storage and put boats into Marina by appointment.
- Dog Exercise Areas – Plans were being made to reopen when the Governor loosened restrictions, however, now that the Centers for Disease Control (CDC) has published recommendations for people with dogs to avoid areas around which there would be several dogs, staff’s recommendation is not to open them. Other area dog parks in Will, Cook and DuPage County Forest Preserves are closed, as well as Kenosha County.
- Youth Group Camping Area – Do not open; no running water for sanitation; large groups.
- Remote Control Aircraft Field – Do not open; protect high-risk older permit holders.
- Picnic shelter Rentals – Cancel through May; future rentals will depend on state imposed restrictions on gatherings that are unknown at this time. Open area picnic areas will be mowed but at a higher turf height.
- Special Use Permits – Cancel; large groups of people.
- Vendor Permits – Assume refunds issued and no new permit sold.
- Catering By Michael’s Events at Independence Grove; Food For Thought Events at ThunderHawk; Brushwood – work within license agreements and government imposed restrictions; cancel or postpone any programs that bring large groups of people together.
- Townline Stables – Ensure safety protocols are in place with licensee.
- Brushwood – Work within license agreement and government imposed restrictions; cancel or postpone any programs that bring large groups of people together.

Committee members and other Commissioners provided comments. Executive Director Kovach added that in addition to the CDC guidelines, the Lake County Health Department recommends that the District not open the dog parks at this time.

Chair Vealitzek asked if there was anyone wishing to provide public comment. The following people commented:

- Deb Crooke, Lake Zurich – asked where the CDC guidelines are; spoke in favor of opening the dog parks by mandating masks and social distancing.

Mr. Tully read the CDC recommendation, which states: “Until we learn more about how this virus affects animals, treat pets as you would other family members to protect them from possible infection. Do not let pets interact with people or other animals outside the household. Walk dogs on a leash maintaining at least 6 feet from other people and animals. Avoid dog parks or public places where large number of people and dogs gather.”

- Mark Linhart, Kildeer – spoke in favor of opening the dog parks.
- Tanya Echtenacher, Wildwood – spoke in favor of slowly reopening the dog parks.
- Mary Kozub – Staff and community should figure out a way to work together to reopen the dog parks.

Executive Director Kovach noted that the preserves and trails are open and dogs can be walked on-leash, which meets the CDC guidelines.

- Deb Crooke, Lake Zurich – spoke again, saying that some dogs need to run.

Committee members provided comments and staff responded to questions. Chair Vealitzek polled the committee members individually to see if they were okay with staff’s recommendations made in the entire presentation. Everyone was in favor of staff’s recommendations. Member Maine asked how prorated fees and refunds would be handled, and felt that this issue should be publicized in some manner to assure the public that they would be getting refunds. Mr. Tully replied that once staff can return to the office they will work out a process for issuing refunds and prorating any other fees as needed.

11.0 **Closed Session** – None

12.0 **Next Meeting** – June 1, 2020 – joint meeting with Finance and Planning Committees

13.0 **Adjourn** – With no further business, Chair Vealitzek declared the meeting adjourned at 10:15 a.m.

**APPROVED:**

|                          | <u>Yea</u>                          | <u>Nay</u>               |              | <u>Yea</u>                          | <u>Nay</u>               |
|--------------------------|-------------------------------------|--------------------------|--------------|-------------------------------------|--------------------------|
| _____                    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | _____        | <input type="checkbox"/>            | <input type="checkbox"/> |
| Jessica Vealitzek, Chair |                                     |                          | Brent Paxton |                                     |                          |
| _____                    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | _____        | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Bill Durkin, Vice Chair  |                                     |                          | Craig Taylor |                                     |                          |
| _____                    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | _____        | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Mary Ross Cunningham     |                                     |                          | Terry Wilke  |                                     |                          |
| _____                    | <input checked="" type="checkbox"/> | <input type="checkbox"/> |              |                                     |                          |
| Ann B. Maine             |                                     |                          |              |                                     |                          |

**Secretary’s Note:** Pursuant to the Illinois Governor’s Executive Orders 2020-7, 2020-33, and 2020-39, the Operations Committee met via audio and video conference on Monday, June 1, 2020. These Minutes were approved by a Roll Call vote at that meeting:

AYES: 6 (Vealitzek, Durkin, Cunningham, Maine, Taylor, Wilke)  
 NAYS: 0  
 ABSENT: 1 (Paxton)

*Julie Cragman*  
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 Recording Secretary