

**Lake County Forest Preserve District**

Joint Committee Meeting Minutes: Operations Committee, Planning Committee, Finance Committee  
October 2, 2023

On Monday, October 2, 2023, the Operations, Planning, and Finance Committees met jointly at the Lake County Forest Preserve District’s General Offices, 1899 West Winchester Road, Libertyville, Illinois. President Angelo Kyle convened the meeting at 8:30 a.m. and confirmed electronic attendance for Commissioners Campos and Clark due to employment, and for Commissioner Hunter due to personal illness. There were no objections and President Kyle asked the Chairs to call their committees to order:

**1.0 Call to Order and Roll Call – Operations Committee:** Chair Jessica Vealitzek called the Operations Committee to order and asked for a roll call. Five present: Chair Vealitzek, Jennifer Clark, Sara Knizhnik, Adam Schlick, John Wasik. Member Michael Danforth arrived at 8:55 a.m. Absent: Mary Ross Cunningham

**2.0 Call to Order and Roll Call – Planning Committee:** Chair Paras Parekh called the Planning Committee to order and asked for a roll call: Six present: Chair Parekh, Vice Chair Carissa Casbon, Esiah Campos, Kevin Hunter, Linda Pedersen, John Wasik. Member Marah Altenberg arrived at 8:37 a.m.

**3.0 Call to Order and Roll Call – Finance Committee:** Chair Gina Roberts called the Finance Committee to order and asked for a roll call: Five present: Chair Roberts, Vice Chair Paul Frank, Diane Hewitt, Sara Knizhnik, Ann Maine. Member Sandy Hart arrived after roll call at 8:38 a.m. Member Michael Danforth arrived at 8:55 a.m.

**Also Present:**

Alex Ty Kovach, <i>Executive Director</i>	Pati Vitt	Debbie Boness
Steve Neaman	Ron Davis	Beth Frederick
John Nelson	Dan Stearns	Kevin Kleinjan
Randy Seebach	Alex Eichman	Kim Mikus
Nan Buckardt	Julie Gagnani	Maureen Shelton
Mary Kann	Matt Norton, <i>Corporate Counsel</i>	Ken Jones
Rebekah Snyder		

**4.0 Pledge of Allegiance** – Commissioner Wasik led the Pledge of Allegiance.

**5.0 Addenda to the Agenda** – None

**6.0 Public Comment** – There was no public comment.

**7.0 Executive Director’s Report**

- \$1.36 million received from Openlands for endowment for the Openlands Lakeshore Preserve at Fort Sheridan; the Endowment Fund now totals over \$6 million;
- Dunn Museum working with CLC to provide presentations associated with activities being planned;
- New program about monarch butterflies at the Museum;
- Oaktober tree sale held on October 1;
- Next exhibit at Museum is Dinosaurs: Fossils Exposed – opens October 7;
- Virtual program on native landscaping offered in partnership with University of Illinois Extension Svc. ;
- Update on the Buckthorn Eradication Pilot Project at Middlefork Savanna;
- Outreach for the opening of Openlands Lakeshore Preserve at Fort Sheridan;
- Preservation Foundation events held in September;
- Director of Natural Resources Pati Vitt was named one of the 2023 Notable Women in STEM in Crain’s Chicago Business.

**8.0 Correspondence** – Executive Director Kovach summarized correspondence received regarding the Waukegan Airport expansion project, which was previously emailed to Commissioners.

President Kyle turned the meeting over to Finance Committee Chair Roberts for Item 9.1:

## 9.0 New Business – All Committees

9.1 Review proposed FY 2024 Annual Budget and recommend approval of an Ordinance amending the 10-year Capital Improvement Plan (CIP) for the 2024 Budget and approving the Annual Budget for Fiscal Year 2024 (January 1 through December 31, 2024)

- Operations Committee: Motion by member Wasik, second by member Schlick to recommend approval.
- Planning Committee: Motion by member Altenberg, second by member Casbon to recommend approval.
- Finance Committee: Motion by member Hewitt, second by member Knizhnik to recommend approval.

Chair Roberts made opening remarks and Natural Resource Director Pati Vitt reported on controlled burn intervals that showed the benefits to native species with more frequent burns. Executive Director Kovach gave a progress report on the Road Map to 2025 objectives, and explained one amendment to the Capital Improvement Plan (CIP) to reallocate \$50,000 from Repair of Existing Roads/Parking to Habitat Restoration. Director Neaman continued with the budget presentation, including a general overview, tax levy summary, PTELL, EAV and inflation review, and responding to questions as he went along. The total proposed budget for FY 2024 is \$66,825,199. A discussion ensued regarding the shift of concert revenues to the Preservation Foundation for three years. Mr. Neaman then reviewed new program requests, position inventory changes, technology and equipment additions, and the \$50,000 reallocation of funds in the CIP, which has a \$0 net change. Mr. Neaman then summarized revenues and expenditures by fund and by department and reviewed the replacement funds.

Planning Committee member Hunter joined the meeting in-person at 10:30 a.m. Following the presentation and various comments, Chair Roberts asked each committee to vote on their motion on the floor to recommend approval of the FY 2024 budget including an amendment to the 10-year CIP as presented and the Annual Budget Ordinance for FY 2024:

- Operations Committee, Chair Vealitzek: Voice vote being had, the motion passed unanimously.
- Planning Committee, Chair Parekh: Voice vote being had, the motion passed unanimously.
- Finance Committee, Chair Roberts: Voice vote being had, the motion passed unanimously.

The Budget Ordinance was forwarded to the full Board for approval. President Kyle turned the meeting over to Operations Committee Chair Vealitzek:

## 10.0 New Business – Operations Committee and Finance Committee

10.1 Recommend approval of a Resolution awarding a Contract for Helicopter Services for the Winter Deer Count to AM Air Service in the Contract Price of \$46,200.00.

- Operations Committee, Chair Vealitzek: Motion by member Schlick, second by member Wasik.
- Finance Committee, Chair Roberts: Motion by member Hart, second by member Hewitt.

Director Kovach summarized the contract and with a voice vote from each committee the motions passed unanimously. The Resolution was forwarded to the full Board for approval.

## 11.0 New Business – Operations Committee

11.1 Approve motion to (i) release certain Committee closed session minutes, (ii) retain as confidential all other Committee closed session minutes not previously released, and (iii) delete the verbatim recordings of an open session meeting, in accordance with the Open Meetings Act, as provided in Exhibit 1 to staff's memo dated October 2, 2023 – Motion by member Schlick, second by member Knizhnik. Director Kovach summarized Exhibit 1 and with a voice vote being had, the motion passed unanimously.

11.2 Recommend approval of a Resolution awarding Contracts for Winter 2023 Woody Invasive Plant Clearing at Multiple Forest Preserves to HGS, LLC dba RES Environmental Operating Company, LLC in the Contract Price of \$269,972.60; to Native Restoration Services, Inc., in the Contract Price of \$68,806.30; and to Tallgrass Restoration, LLC, in the Contract Price of \$89,304.80 – Motion by member Danforth, second by member Schlick to recommend approval. Director Kovach summarized the contractual work for winter and the locations where the work will take place. With a voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

11.3 Recommend approval of a Resolution approving the disposal of surplus District equipment, furnishings and other items through a public auction process – Motion by member Wasik, second by member Knizhnik to recommend approval. Director Kovach summarized the recommendation and Golf Operations Director Alex Eichman responded to questions regarding the listed equipment. With a voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

**12.0 Miscellaneous Business – Operations Committee - None**

**13.0 Adjourn Operations Committee** – Chair Vealitzek noted that the next meeting is November 6, 2023 and declared the Operations Committee adjourned at 10:56 a.m. President Kyle turned the meeting over to Finance Committee Chair Roberts.

**14.0 New Business – Finance Committee:**

14.1 Approve a motion to (i) release certain Committee closed session minutes, (ii) retain as confidential all other Committee closed session minutes not previously released, and (iii) delete verbatim recordings of certain open sessions and closed sessions of meetings, in accordance with the Open Meetings Act, as provided in Exhibit 1 to staff's memo dated October 2, 2023 - Motion by member Maine, second by member Hart. Director Kovach summarized Exhibit 1 and with a voice vote being had, the motion passed unanimously.

14.2 Invoices and Requisitions - Motion by member Maine, second by member Hewitt to approve the invoice for legal services for July 2023. Voice vote being had, the motion passed unanimously and the invoice was circulated for signatures.

Planning Committee member Pedersen left the meeting at 11:00 a.m.

14.3 Recommend approval of an Ordinance Setting Forth the Annual Appropriations for the Lake County Forest Preserve District for the Fiscal Year January 1, 2024 through December 31, 2024 - Motion by Vice Chair Frank, second by member Maine to approve the recommendation. Director Kovach summarized the Ordinance and with a voice vote being had, the motion passed unanimously. The Ordinance was forwarded to the full Board for approval.

14.4 Recommend approval of an Ordinance Providing for the Levy of Taxes for the Lake County Forest Preserve District for the Fiscal Year January 1, 2024 through December 31, 2024 - Motion by Vice Chair Frank, second by member Hewitt to approve the recommendation. Director Kovach summarized the Ordinance. Voice vote being had, the motion passed unanimously and the Ordinance was forwarded to the full Board for approval.

14.5 Recommend approval of an Ordinance Adding Personnel Policy 4.13 - Paid Leave; and approve the Procedures section of Personnel Policy 4.13 - Motion by Vice Chair Frank, second by member Hewitt to approve the recommendation. Administration Director Mary Kann summarized the Ordinance. Voice vote being had, the motion passed unanimously and the Ordinance was forwarded to the full Board for approval.

14.6 Approve amendments to the Procedures section of Personnel Policy 4.2 - Vacation Leave - Motion by Vice Chair Frank, second by member Maine to approve the recommendation. Administration Director Mary Kann summarized the procedure amendments. With a voice vote being had, the motion passed unanimously.

**15.0 Miscellaneous Business – Finance Committee - None**

**16.0 Closed Session - None**

**17.0 Potential Action Following Closed Session – Finance Committee - None**

**18.0 Adjourn Finance Committee** – Chair Roberts adjourned the Finance Committee at 11:05 a.m. Director Kovach noted that the next scheduled meeting on October 5, 2023 is not needed and with no objections from the President it would be canceled. The next meeting will be November 9. President Kyle turned the meeting over to Planning Committee Chair Parekh for the remainder of the agenda.

**19.0 New Business – Planning Committee:**

19.1 Approve Minutes of August 28, 2023 – open and closed session – Motion by Chair Parekh, second by member Casbon to approve. Voice vote being had, the motion passed unanimously and the minutes were circulated for signatures.

19.2 Approve a motion to (i) release certain Committee closed session minutes, (ii) retain as confidential all other Committee closed session minutes not previously released, and (iii) delete verbatim recordings of certain open sessions and closed sessions of meetings, in accordance with the Open Meetings Act, as provided in Exhibit 1 to staff's memo dated October 2, 2023- Motion by Chair Parekh, second by member Casbon. Director Kovach summarized Exhibit 1 and with a voice vote being had, the motion passed unanimously.

19.3 Recommend approval of a Resolution to purchase an approximately 3-acre parcel in Newport Township, known as the County of Lake, Trustee property for \$1.00, as an addition to Wadsworth Savanna Forest Preserve Motion by Chair Parekh, second by member Hunter to approve the recommendation. Executive Director Kovach showed the property on a map and noted that a \$1.00 bid with the County of Lake was successful. With a voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

**20.0 Miscellaneous Business** – Chair Parekh asked if there was any new information regarding the Waukegan Airport project. Staff has not heard anything. Member Hewitt added that she was told the FAA is not yet ready for a public hearing.


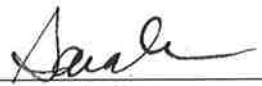
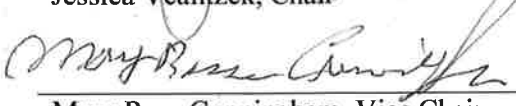

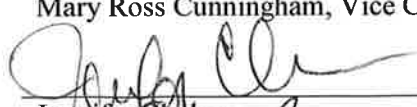
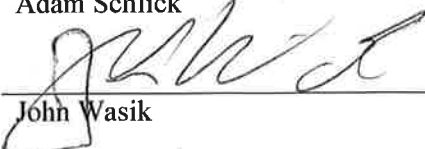

**21.0 Closed Session** – None

**20.0 Potential Action Following Closed Session** - None

**21.0 Adjourn Planning Committee** - Chair Parekh noted that the next meeting is November 6, 2023 and adjourned the Planning Committee at 11:10 a.m.

**APPROVED:**




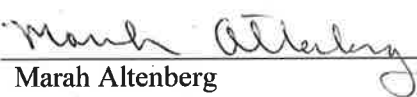

**OPERATIONS COMMITTEE:**

	<u>AYE</u>	<u>NAY</u>			
 _____ Jessica Vealitzek, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ Sara Knizhnik	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Mary Ross Cunningham, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ Adam Schlick	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Jennifer Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ John Wasik	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Michael Danforth	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

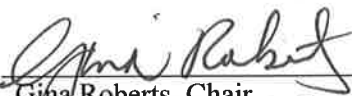
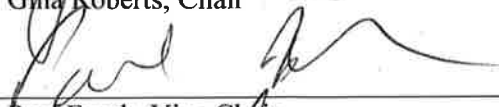
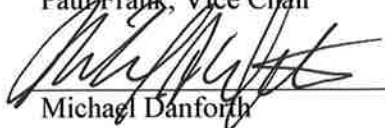
Joint Committee Minutes – October 2, 2023

**APPROVED:**

**PLANNING COMMITTEE:**

	<u>AYE</u>	<u>NAY</u>		<input type="checkbox"/>	<input type="checkbox"/>
_____ Paras Parekh, Chair	<input type="checkbox"/>	<input type="checkbox"/>	 J. Kevin Hunter	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Carissa Casbon, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	 Linda Pedersen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Marah Altenberg	<input type="checkbox"/>	<input type="checkbox"/>	 John Wasik	<input type="checkbox"/>	<input type="checkbox"/>
_____ Esiah Campos	<input type="checkbox"/>	<input type="checkbox"/>			

**FINANCE COMMITTEE:**

	<u>AYE</u>	<u>NAY</u>		<input type="checkbox"/>	<input type="checkbox"/>
 _____ Gina Roberts, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ Diane Hewitt	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Paul Frank, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ Sara Knizhnik	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Michael Danforth	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ Ann B. Maine	<input type="checkbox"/>	<input type="checkbox"/>
_____ Sandy Hart	<input type="checkbox"/>	<input type="checkbox"/>	