

Lake County Forest Preserve District

Joint Committee Meeting Minutes: Operations Committee, Planning Committee, Finance Committee
October 3, 2022

On Monday, October 3, 2022, 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 8:34 a.m. and asked the committee 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. Present: Chair Vealitzek, Vice Chair Mary Ross Cunningham, Jennifer Clark, Ann Maine, Steve Snarski, Terry Wilke. Absent: Catherine Sbarra.

2.0 Call to Order and Roll Call – Planning Committee: Chair Terry Wilke called the Planning Committee to order and asked for a roll call: Present: Chair Wilke, Vice Chair Marah Altenberg, Carissa Casbon, Diane Hewitt, Kevin Hunter, Linda Pedersen, Gina Roberts, John Wasik. Absent: Dick Barr

3.0 Call to Order and Roll Call – Finance Committee: Chair Julie Simpson called the Finance Committee to order and asked for a roll call: Present: Chair Simpson, Carissa Casbon, Sandy Hart, Ann Maine, Kevin Hunter, Paras Parekh, John Wasik. Vice Chair Paul Frank arrived after roll call at 8:36 a.m. Absent: Michael Danforth

President Kyle confirmed the electronic attendance of Carissa Casbon, Sandy Hart, and Finance Chair Julie Simpson without objections.

Also Present:

Alex Ty Kovach, *Executive Director*
Steve Neaman
Mike Tully
Randy Seebach
Nan Buckardt
Mary Kann
John Nelson

Rebekah Snyder
John Tannahill
Pati Vitt (via Zoom)
Ken Jones
Julie Gragnani
Matt Norton, *Corporate Counsel*
Maureen Shelton

Dan Stearns
Alex Eichman
Debbie Boness
Beth Frederick
Kevin Kleinjan
Mike Zahalska
Paula Ali

4.0 Pledge of Allegiance – Commissioner Hunter led the Pledge of Allegiance.

5.0 Addenda to the Agenda – None

6.0 Public Comment – President Kyle asked for public comment regarding items not on the agenda and there was none.

7.0 Executive Director's Report –

- Director Randy Seebach introduced the new administrative assistant for his department;
- USG Foundation renewed their \$15,000 grant to sponsor Free Thursday Evenings at the Dunn Museum;
- \$20,000 grant received from Illinois Clean Energy Community Foundation Pollinator Meadows Program;
- Media events regarding the increased sightings of the federally endangered rusty patch bumble bee;
- Crinkled Hair Grass found growing on the bluff above Lake Michigan at Fort Sheridan Forest Preserve;
- News regarding District Education programs;
- \$600,000 OSLAD grant for the Lakewood Master Plan is anticipated and will require a 100% match;
- Ray Lake Forest Preserve proposal will be submitted to the Lake County Stormwater Management Commission's Stormwater Capital Improvement Program. Director Pati Vitt responded to questions.

8.0 Correspondence – None

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

9.0 New Business – All Committees

9.1 Review proposed FY 2023 Annual Budget and recommend approval of the Annual Budget Ordinance for Fiscal Year January 1 through December 31, 2023 – Chair Simpson made opening remarks and Executive Director Kovach gave an introduction to the budget, noting that the focus is on technology, restoration, and maintaining biodiversity. Natural Resource Director Pati Vitt gave an overview of the controlled burn intervals, showing that the species richness is much higher with more frequent burns. However, the District is not able to burn as many acres as is needed, and the budget includes some alternatives.

Director Neaman continued with the presentation, giving a general overview and responding to questions as he went along. The total proposed budget for FY 2023 is \$68,674,017. He reviewed savings in health insurance, IMRF rate reduction, and retirements and turnovers representing 24% of the existing full-time positions, which has significantly impacted expenses. He reviewed the replacement tax history, assessed property values and the EAV, PTELL, and proposed tax levy increase of 1.4%. He then reviewed the new program requests, position inventory changes by department, technology additions, equipment additions, and capital improvement additions. He then summarized revenues and expenditures by fund and by department and reviewed the replacement funds.

At the conclusion of the presentation, Chair Simpson asked each committee to recommend approval of the FY 2023 budget as presented and the Annual Budget Ordinance for FY 2023:

- Operations Committee, Chair Vealitzek: Motion by Vice Chair Cunningham, second by member Clark. Roll call vote being had, the motion passed by a vote of: AYES: 6, NAYS: 0.
- Planning Committee, Chair Wilke: Motion by Vice Chair Altenberg, second by member Wasik. Roll call vote being had, the motion passed by a vote of: AYES: 8, NAYS: 0.
- Finance Committee, Chair Simpson: Motion by Chair Simpson, second by member Maine. Roll call vote being had, the motion passed by a vote of: AYES: 8, NAYS: 0.

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

10.0 New Business – Operations Committee and Finance Committee

10.1 Recommend approval of a Resolution awarding a Five-Year Contract for Refuse and Recycling Services at multiple District locations to Waste Management of Illinois, Inc - Executive Director Kovach summarized the contract.

- Operations Committee, Chair Vealitzek: Motion by member Clark, second by member Snarski. Roll call vote being had, the motion passed by a vote of: AYES: 6, NAYS: 0.
- Finance Committee, Chair Simpson: Motion by Vice Chair Frank, second by member Maine. Voice vote being had, the motion passed unanimously. The Resolution was forwarded to the full Board for approval.

10.2 Recommend approval of a Resolution awarding a Three-Year Contract for Managed Internet Services to AT&T Corporation, in an amount not to exceed \$68,277.20 - Executive Director Kovach summarized the contract.

- Operations Committee, Chair Vealitzek: Motion by member Snarski, second by member Clark. Voice vote being had, the motion passed unanimously.
- Finance Committee, Chair Simpson: Motion by Vice Chair Frank, second by member Hart. Voice vote being had, the motion passed unanimously. The Resolution was forwarded to the full Board for approval.

11.0 New Business – Operations Committee

11.1 Recommend approval of a Resolution awarding a Contract for purchase and installation of Variable Refrigerant Flow Systems at the Bess Bower Dunn Museum to Trane U.S. Inc., in the Contract Price of \$149,033.00 – Motion by Vice Chair Cunningham, second by member Wilke to recommend approval. Director Kovach summarized the contract. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

11.2 Recommend approval of a Resolution awarding Contracts for Winter 2022 Woody Invasive Plant Clearing at Multiple Forest Preserves to Tallgrass Restoration, LLC in the Contract Price of \$424,130.30; and to Integrated Lakes Management in the Contract Price of \$50,595.68 – Motion by member Wilke, second by member Clark to recommend approval. Director Kovach summarized the contract and the locations where the work will take place. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

11.3 Recommend approval of an Ordinance approving a revised Public Safety Department Policies and General Orders Manual – Motion by member Clark, second by Vice Chair Cunningham to recommend approval. Director Kovach summarized the section being revised regarding secondary employment, noting that current employees would be grandfathered. 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 October 31, 2022 and declared the Operations Committee adjourned at 10:33 a.m. President Kyle turned the meeting over to Planning Committee Chair Wilke.

14.0 New Business – Planning Committee:

14.1 Recommend approval of a Resolution approving and accepting a Plat of Easement from Waukegan Park District for an additional permanent trail easement for the Lyons Woods to Waukegan Savanna Trail at Lyons Woods Forest Preserve - Motion by member Hewitt, second by member Hunter to approve the recommendation. Executive Director Kovach showed the project on a map and summarized the project. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

14.2 Recommend approval of a Resolution approving an Intergovernmental Agreement with the Village of Antioch related to improvements to Grimm Road at Sequoit Creek Forest Preserve - Motion by member Altenberg, second by member Pedersen to approve the recommendation. Executive Director Kovach showed the project on a map and Director Randy Seebach explained the details of the agreement. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

14.3 Recommend approval of a Resolution awarding a Contract for the Construction of the Ryerson Education Facility Waste Water System to H. T. Strenger, Inc., in the Contract Price of \$131,100.00 - Motion by member Roberts, second by member Wasik to approve the recommendation. Executive Director Kovach noted that there was only one bidder on the project after four bid invitations. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

15.0 Miscellaneous Business – Planning Committee - None

16.0 Adjourn Planning Committee - Chair Wilke noted that the next meeting is October 31, 2022 and declared the Planning Committee adjourned at 10:38 a.m. President Kyle turned the meeting over to Finance Committee Chair Simpson for the remainder of the agenda.

17.0 New Business – Finance Committee:

17.1 Invoices and Requisitions - Motion by member Wasik, second by member Hart to approve invoices for legal services for May, June, and July 2022. Voice vote being had, the motion passed unanimously and the invoices were circulated for signatures.

17.2 Recommend approval of an Ordinance Setting Forth the Annual Appropriations for the District for the Fiscal Year January 1, 2023 through December 31, 2023 - Motion by Vice Chair Frank, second by member Casbon to approve the recommendation. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

17.3 Recommend approval of an Ordinance Providing for the Levy of Taxes for the District for the Fiscal Year January 1, 2023 through December 31, 2023 - Motion by Vice Chair Frank, second by member Casbon to approve the recommendation. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.



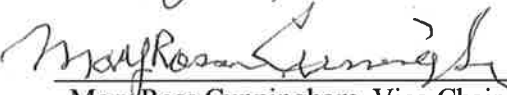
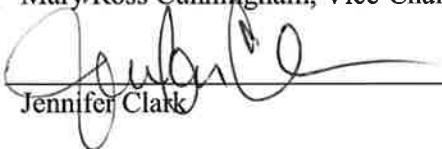

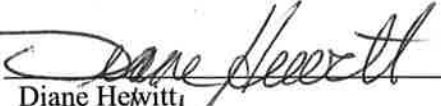
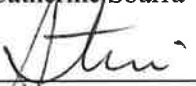
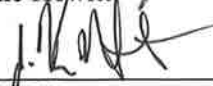
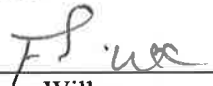
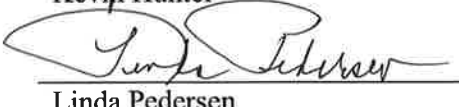

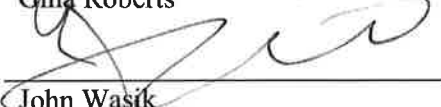
17.4 Approve job title and position changes in the Community Engagement & Partnerships, Administration, and Planning & Land Preservation Departments - Motion by Chair Simpson, second by member Hunter to approve the recommendation. Administration Director Mary Kann summarized the job title changes and showed the changes on organization charts. Ms. Kann responded to questions and a general discussion ensued. The committee requested that moving forward the organization charts be emailed to the committee in advance of the meeting along with the recommendation memos. Voice vote being had, the motion passed unanimously.

18.0 **Closed Session** - None

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

20.0 **Adjourn Finance Committee** – With the concurrence of President Kyle, Chair Simpson canceled the scheduled October 6, 2022 Finance Committee meeting, and noted that the next Finance Committee meeting would be November 3, 2022. She declared the meeting adjourned at 10:48 a.m.

APPROVED:

OPERATIONS COMMITTEE:	<u>AYE</u>	<u>NAY</u>	PLANNING COMMITTEE:	<u>AYE</u>	<u>NAY</u>
 _____ Jessica Vealitzek, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ Terry Wilke, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Mary Ross Cunningham, Vice-Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ Marah Altenberg, Vice-Chair	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Jennifer Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ Dick Barr	<input type="checkbox"/>	<input type="checkbox"/>
_____ Ann B. Maine	<input type="checkbox"/>	<input type="checkbox"/>	 _____ Carissa Casbon	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Catherine Sbarra	<input type="checkbox"/>	<input type="checkbox"/>	 _____ Diane Hewitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Steve Snarski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ Kevin Hunter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Terry Wilke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ Linda Pedersen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
			 _____ Gina Roberts	<input type="checkbox"/>	<input type="checkbox"/>
			 _____ John Wasik	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Joint Committee Minutes – October 3, 2022

APPROVED:

FINANCE COMMITTEE:

	<u>AYE</u>	<u>NAY</u>			
_____ Julie Simpson, Chair	<input type="checkbox"/>	<input type="checkbox"/>	_____ Kevin Hunter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Paul Frank, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ Ann B. Maine	<input type="checkbox"/>	<input type="checkbox"/>
_____ Carissa Casbon	<input type="checkbox"/>	<input type="checkbox"/>	_____ Paras Parekh	<input type="checkbox"/>	<input type="checkbox"/>
_____ Michael Danforth	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ John Wasik	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Sandy Hart	<input checked="" type="checkbox"/>	<input type="checkbox"/>			