

**Lake County Forest Preserve District
Operations Committee Meeting
Monday, November 4, 2019**

The Operations Committee met Monday, November 4, 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.

Members Present:

Jessica Vealitzek, *Chair*
Bill Durkin, *Vice Chair*
Mary Ross Cunningham
Ann B. Maine
Craig Taylor
Terry Wilke

Absent:

Brent Paxton

Also Present:

Angelo D. Kyle, *President*
Adam R. Didech (11:22 a.m.)
Alex Ty Kovach
Mike Tully
Jim Ballowe
Nan Buckardt
Katherine Hamilton-Smith
Mary Kann
John Nelson
Randy Seebach
Rebekah Snyder
Sue Hawkins

Ken Hoffman
Andrew Osborne
Pati Vitt
Christy Condon
Alyssa Firkus
Jeanna Martinucci
David Husemoller, *CLC*
Kamden Kuklinski, *CLC Intern*
Mary Klees
Catherine Game, *Brushwood Center at Ryerson Woods*
Gail Sturm, *Brushwood Center at Ryerson Woods*
Maureen Shelton
Matt Norton, *Corporate Counsel*

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

3.0 Approve Minutes -Approve the August 26, 2019 Operations Committee Open and Closed Session minutes and the September 23, 2019 Joint Committee minutes. Motion to approve by member Durkin, second by member Wilke. Voice vote being had, the motion passed unanimously. The minutes were circulated for signatures.

4.0 Public Comment – There was no public comment for items not on the agenda.

5.0 Addenda to the Agenda – None

6.0 Executive Director Comments

Executive Director Kovach distributed his report and commented on:

- Funding approval from the TAP Program for Millennium Trail Route 45 underpass project;
- Solar lit trails at Lakewood and Old School are now open until 9pm daily through March 8, 2020;
- Last winter Operations staff responded to 28 snowplowing events; reductions have been made to road salt applied;
- Cleveland Metroparks to send staff to meet with District Natural Resource staff and tour our sites;
- Gary Glowacki, Wildlife Ecologist has been selected to receive an Upswell Fellowship;
- The next Strategic Planning Steering Committee is scheduled for December 18, 2019;
- The Teich Family Reading Room will be closed from December 2- 15. When it reopens, Saturday hours will remain the same, 12 noon to 4:00 pm, weekdays will be by appointment only.

7.0 Correspondence

7.1 Complimentary letter from Vernon Hills Chief of Police. Chair Vealitzek summarized the complimentary letter that the District received from the Village of Vernon Hills Chief of Police.

8.0 Old Business – None

9.0 New Business

- 9.1 Recommend approval of a Resolution Awarding a two-year contract for printing and distribution of eight issues of *Horizons* to Dreamworks Graphic Communications, LLC, of Glenview, Illinois, in the amount of \$136,253.82. Mr. Tully summarized the recommendation. Motion to approve by member Taylor, second by member Wilke. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.
- 9.2 Provide policy direction regarding request from the Lake County Bike Share Consortium to participate in a two-year bike share pilot program in the Village of Grayslake area including Rollins Savanna Forest Preserve. Randy Seebach, Director of Planning and Land Preservation presented this item and introduced David Husemoller, Sustainability Manager at College of Lake County, Mary Klees, a Grayslake resident and Kamden Kuklinski, Sustainability Intern at College of Lake County. Mr. Seebach explained the proposed bike share program. He informed the committee that the Lake County Bike Share Consortium is requesting that the District participate in a two-year pilot project within the Village area. The Consortium is requesting that the District sponsor a docking station at Rollins Savanna Forest Preserve at a total cost of \$19,000.00.

Mr. Seebach apprised the committee that staff have reviewed the request and supports the concept of promoting a county-wide bike share program but does not recommend participation in the Grayslake area pilot program for the following reasons: (i) lack of available funds within the District's budget, (ii) operating a transportation program is outside the District's core mission and (iii) the District is already supporting the pilot program by providing the trails/infrastructure for biking within Rollins Savanna Forest Preserve and elsewhere throughout the County.

A discussion ensued and the consensus of the committee was to not be a financial sponsor of a docking station. If the consortium could find another sponsor, the District would consider the docking station being located within Rollins Savanna Forest Preserve. This Policy Direction will be forwarded and presented to the Planning Committee for their consideration.

- 9.3 Provide Policy Direction Regarding District Involvement with Brushwood Center at Ryerson Woods' Smith Nature Symposium Benefit.

Public comment was given by Gail Sturm, Chairman of the Board of Brushwood Center and Catherine Game, Executive Director of Brushwood Center. They explained the new format of the Smith Nature Symposium and that the Friday fundraising dinner has been moved off premises. A public educational component has been added to the Symposium on Saturday. They requested that the District continue their support of the event.

Nan Buckardt, Director of Education explained that at the time this Policy Direction was drafted the Symposium was strictly a fundraising benefit dinner held at Brushwood Center that the District previously supported with fee waivers and staff time. Mrs. Buckardt provided a fuller background of the relationship with the Brushwood Center and the Smith Nature Symposium. A discussion ensued. The consensus of the committee was that staff report back at the next Operations Committee meeting, to provide further details on the public educational aspect of the symposium and to recommend the District's involvement in that portion of the event.

- 9.4 Recommend approval of an Ordinance Amending the Annual Fee Ordinance for FY 2020 to update Fees for Research Services in the Lake County History Archives at the Bess Bower Dunn Museum of Lake County. Mr. Tully summarized the recommendation. Motion to approve by member Cunningham, second by member Wilke. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.

- 9.5 Recommend approval of a Resolution Approving the Deaccession and Conveyance of Out-Of-Scope Items from the Bess Bower Dunn Museum of Lake County's Collections. Mr. Tully summarized the Resolution. Director Buckardt explained the deaccession process. Andrew Osborne, Superintendent Educational Facilities responded to questions. Motion to approve 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.
- 9.6 Approve and Accept New Donations to the Bess Bower Dunn Museum of Lake County's Collections. Director Buckardt introduced the Recommendation. Mr. Osborne gave a presentation showing all of the proposed new collection items. Motion to approve by member Durkin, second by member Wilke. Voice vote being had, all in favor, the motion passed unanimously.
- Director Buckardt introduced to the Committee the District's newest Environmental Educator, Christy Condon.
- 9.7 Recommend approval of a Resolution Awarding a Contract for the purchase of replacement computing equipment and supplies to CDW-Government, Inc., Vernon Hills, Illinois, under the National IPA Technology Solutions Contract #2018011-01, in amount not to exceed \$132,500.00. Mr. Tully summarized the Resolution. Motion to approve by member Maine, second by member Wilke. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full board.
- 9.8 Recommend approval of a Resolution approving a Three-year Pricing Schedule for Managed Internet Services to AT&T Corp., in the Contract Price of \$41,401.44. Mr. Tully summarized the Resolution. Motion to approve by member Taylor, second by member Cunningham. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.
- 9.9 Recommend approval of a Resolution Awarding an Annual Support Agreement for OnBase Document Management Software to Hyland Software, Inc., Westlake, Ohio, in the Contract Price of \$45,395.45. Mr. Tully summarized the Resolution. Motion to approve by member Taylor, second by member Maine. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.
- 9.10 Recommend approval of a Resolution approving Change Order No. 2 to the Contract with North American Corporation of Illinois for Janitorial and Sanitation Supplies increasing the Contract Amount by \$4,146.67. Mr. Tully summarized the Resolution. John Nelson, Director of Operations and Infrastructure, responded to questions. Motion to approve by member Durkin, second by member Wilke. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.
- 9.11 Recommend approval of a Resolution awarding a Contract for the purchase of four John Deere Z997R Mowers to Buck Bros., Inc., Wauconda, Illinois, in the Contract Price of \$67,428.00. Mr. Tully summarized the Resolution. Director Nelson responded to questions. Motion to approve by member Durkin, second by member Cunningham. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.
- 9.12 Recommend approval of a Resolution Awarding a Contract to Reinders, Inc., Sussex, Wisconsin, for the purchase of one Toro Multi-Pro 5800-G Sprayer and one Triflex 3300 Riding Greensmower for use at Countryside Golf Club and ThunderHawk Golf Club in an amount not to exceed \$83,066.46. Mr. Tully summarized the Resolution. Motion to approve by member Durkin, second by member Cunningham. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the full board.

9.13 Approve Change Order No.1 to the Contract with Waukegan Roofing Co., Inc. for roof repair services increasing the Contract Amount by \$505.13. Mr. Tully summarized the Recommendation. Motion to approve by member Cunningham, second by member Durkin. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.

9.14 Approve the award of five farm licenses at Brae Loch, Lake Marie, Oak-Hickory, Pine Dunes, and Ray Lake Forest Preserves to the highest qualified bidders, and approve one farm license for one parcel that did not receive any bids. Mr. Tully summarized the Recommendation. Pati Vitt, Manager of Ecological Restoration, responded to questions. Motion to approve by member Wilke, second by member Taylor. Voice vote being had, all in favor, the motion passed unanimously.

9.15 Approve Change Order No. 1 to the Contract with Witness Tree Native Landscapes, Inc. for the Deer Management Program Vegetation Sampling, increasing the Contract Amount by \$3,020.00. Mr. Tully summarized the Recommendation. Pati Vitt responded to questions. Motion to approve by member Wilke, second by member Maine. Voice vote being had, all in favor, the motion passed unanimously and will be forwarded to the Finance Committee.

10.0 Closed Session – None.

11.0 Next Meeting – December 2, 2019

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 10:45 a.m.

APPROVED:

Yea Nay

Yea Nay



Jessica Vealitzek, Chair

☒ ☐


Brent Paxton

☐ ☐



Bill Durkin, Vice Chair

☒ ☐



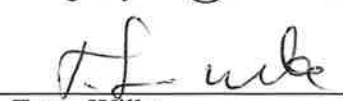
Craig Taylor

☒ ☐



Mary Ross Cunningham

☒ ☐



Terry Wilke

☒ ☐



Ann B. Maine

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