

**Lake County Forest Preserves  
Finance Committee Minutes – December 7, 2023**

On Thursday, December 7, 2023, the Lake County Forest Preserve District’s Finance Committee met at the District’s General Offices in Libertyville, Illinois. While awaiting a physical quorum, Executive Director Kovach summarized his report, agenda item 7.0:

**7.0 Executive Director Comments** – Executive Director Kovach reported on:

- Grants and donations through the Preservation Foundation to the Education Department over the past 8 years; Giving Tuesday social media campaign raised over \$9,000 to support the Foundation;
- \$6.6 million in the endowment fund so far; Foundation events and November board meeting;
- CLC has occupancy permit for the Prairie Café at Brae Loch Golf Club;
- Environmental Educators’ partnership with Meadowview School in Grayslake;
- Dunn Museum staff took part in Native American Heritage Month event at Libertyville High School;
- Successful advertising campaign promoting the Beer Garden at Independence Grove;
- Staff presented Healthy Hedges program to University of Illinois Extension office in Grayslake;
- Next exhibit at Dunn Museum will be Managing Healthy Landscapes;
- Gallery light fixtures were recently upgraded to LED in the museum;
- The new net-zero grounds maintenance shop is now under construction at Lakewood with estimated completion in early summer 2024.

As Director Kovach was concluding his report, member Knizhnik arrived at 1:20 p.m., establishing a physical quorum in the room including the President.

**1.0 Call to Order** – With a physical quorum present, Chair Gina Roberts called the meeting to order at 1:12 p.m., and confirmed electronic attendance for members Danforth and Hart.

**2.0 Roll Call** –Committee Secretary Gragnani called the roll and five committee members responded plus President Kyle. Present in the room: Gina Roberts, Chair; Sara Knizhnik, Ann Maine, and President Kyle. Present via Zoom: Michael Danforth and Sandy Hart. Absent: Paul Frank and Diane Hewitt.

**Also Present:**

Alex Ty Kovach	Alex Eichman	Debbie Boness
Matt Norton, <i>Corporate Counsel</i>	Nan Buckardt	Laurel Diver
Steve Neaman	Ron Davis	Kevin Kleinjan
Mary Kann	Randy Seebach	Julie Gragnani
John Nelson	Dan Stearns	Sandy Meyers
Rebekah Snyder		

**3.0 Pledge of Allegiance** – Chair Roberts led the Pledge of Allegiance.

**4.0 Addenda to the Agenda** – None

**5.0 Approval of Minutes** – Motion by member Maine, second by member Knizhnik to approve the minutes of November 9, 2023 open and closed sessions. Voice vote being had, the motion passed unanimously and the minutes were circulated for signatures.

**6.0 Public Comment for items not on agenda** – None

**8.0 Unfinished Business - None**

**9.0 Correspondence - None**

**10.0 New Business**

**10.1 Invoices and Requisitions – None**

10.2 Recommend approval of a Resolution awarding a Contract for Auditing Services for the District and the Preservation Foundation for Fiscal Years 2023 through 2025 to Lauterbach & Amen, LLP in the Contract Price of \$192,670.00 - Motion by member Maine, second by member Knizhnik to approve the recommendation. Director Kovach noted that an RFP was sent out and two firms responded. Lauterbach & Amen is recommended. With a voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

10.3 Approve position additions, deletions, and changes - Motion by member Knizhnik, second by member Maine to approve the recommendation. Director Kovach noted that due to the retirement of two directors he intends to reorganize the Planning and Land Preservation department into two separate departments. Administration Director Mary Kann then explained the job title changes in detail, including two new job titles within the Administration department. All changes are to be effective December 16, 2023. With a voice vote being had, the motion passed unanimously.

10.4 Recommend approval of a Resolution awarding a three-year Contract for Mental Health Services to Talkspace, LLC, in an annual amount of \$67,000.00 - Motion by member Maine, second by member Knizhnik to approve the recommendation. Director Kann summarized the contract for mental health services, which was approved in the budget. Staff recommends Talkspace as the provider who best meets the needs of the District. With a voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

10.5 Approve a Residential License Agreement for District housing, and a three-month extension for a current Residential License Agreement – Motion by member Hart, second by member Knizhnik to approve the recommendation. Chief Operations Officer John Nelson summarized the agreements and responded to questions. With a voice vote being had, the motion passed unanimously.

10.6 Recommend approval of a Resolution awarding a two-year Contract for Wastewater Pumping Services to Lizard Express, Inc., in an amount not to exceed \$56,250.00 - Motion by member Knizhnik, second by member Maine to approve the recommendation. John Nelson reviewed the contracts and with a voice vote being had, the motion passed unanimously. The recommendation was forwarded to the full Board for approval.

**11.0 Miscellaneous Business – None**



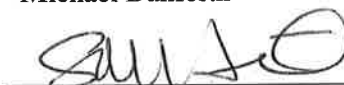
**12.0 Closed Session** – Motion by member Knizhnik, second by member Hart to go into closed session for the purpose of discussing pending litigation; the purchase or lease of real property; and the setting of a price for sale or lease of property owned by the District. Roll call vote being had, the motion passed by a vote of AYES: 5, NAYS: 0. Members Danforth and Hart disconnected from Zoom. The committee went into closed session at 1:33 p.m. and returned to open session at 2:39 p.m.

**13.0 Potential Action Following Closed Session – None**

**14.0 Adjournment** - With no further business, Chair Roberts adjourned the meeting at 2:39 p.m.

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**APPROVED:**

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
Gina Roberts, Chair			Diane Hewitt		
	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>
Paul Frank, Vice Chair			Sara Knizhnik		
_____	<input type="checkbox"/>	<input type="checkbox"/>	<del>_____</del>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michael Danforth			Ann B. Maine		
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>not present for vote</i>		
Sandy Hart					