

**Lake County Forest Preserves
Finance Committee Minutes – March 9, 2023**

On Thursday, March 9, 2023, the Lake County Forest Preserve District’s Finance Committee met at the District’s General Offices in Libertyville, Illinois.

1.0 Call to Order –Chair Gina Roberts called the meeting to order at 1:00 p.m. and asked for the committee’s approval of member Sandy Hart’s remote attendance via Zoom, due to County of Lake business. There were no objections.

2.0 Roll Call - Committee Secretary Julie Gragnani called the roll and six committee members responded: Gina Roberts, Chair; Paul Frank, Vice Chair; Mike Danforth, Sandy Hart (on Zoom), Diane Hewitt, and Sara Knizhnik. Absent: Ann Maine

Also Present:

Angelo Kyle, President	Nan Buckardt	Matt Norton, <i>Corporate Counsel</i>
Carissa Casbon	Pati Vitt	Julie Gragnani
Alex Ty Kovach	Randy Seebach	Sandy Meyers
Mike Tully	Rebekah Snyder	Debbie Boness
Steve Neaman	Ron Davis	Laurel Diver (on Zoom)
Mary Kann	Alex Eichman	Jessica Chong
John Nelson		

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 Vice Chair Frank, second by member Hewitt to approve minutes of the January 12 and February 6, 2023 minutes. 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

7.0 Executive Director Report – Executive Director Kovach reported on:

- Administration Director Mary Kann introduced new employee Jessica Chong
- Preliminary draft environmental assessment for the Waukegan Airport runway project (responded to questions)
- Museum Curator Diana Dretske was honored as a Lake County Woman Storyteller
- Registration for kids’ summer programming and Maple Syrup Festival
- Dunn Museum is celebrating its 5th year of operations with a week of free admission
- Popular post on social media about new cross country ski grooming equipment
- Chat box feature is being added to the District’s website
- Summary of Dunn Museum’s Color & Light: Charles Warner’s Miniature Cathedrals exhibit
- Receiving a \$600,000 OSLAD grant for redevelopment of Lakewood Forest Preserve
- Summary of recent donations to the Foundation
- Summary of Foundation’s quarterly meetings of committees and board
- Statistics from the last 9 years of grants awarded
- Special Park Districts Forum this June

8.0 Unfinished Business – None

9.0 Correspondence - None

10.0 New Business

10.1 Invoices and Requisitions – Motion by member Knizhnik, second by member Frank to approve the December 2022 legal bill. Voice vote being had, the motion passed unanimously and the invoice was circulated for signatures.

10.2 Recommend approval of Ordinance amending the 2023 budget to increase expenses by \$30,000.00, for inventory and consultant services, and revenue by \$25,000.00, for revenue to be received from the District's Native Plant Sale - Motion by member Frank, second by member Knizhnik to approve the recommendation. Executive Director Kovach summarized the amendment needed for this year's native plant sale. Voice vote being had, the motion passed unanimously and the Ordinance was forwarded to the full Board for approval.

10.3 Recommend approval of an Ordinance amending the 2023 Budget to increase expenses by (a) \$9,500.00 for replacement projectors in the lobby of the General Offices building and (b) \$24,000.00 for shipping costs for the *Marvelocity* Traveling Exhibition; and increase revenue by \$24,000.00 for the reimbursement of such shipping costs - Motion by member Hewitt, second by member Knizhnik to approve the recommendation. Executive Director Kovach summarized the amendment and Directors Buckardt and Nelson responded to questions. Voice vote being had, the motion passed unanimously and the Ordinance was forwarded to the full Board for approval.

10.4 Approve job title reclassifications, additions and changes - Motion by member Frank, second by member Knizhnik to approve the recommendation. Mr. Kovach provided background information on the position changes in the Planning & Land Preservation Department relating to Land Preservation and GIS management. Administration Director Mary Kann explained the details and summarized changes in golf operations.. Voice vote being had, the motion passed unanimously.

10.5 Recommend approval of Resolution awarding Contracts for Golf Course Plant Protectants to BTSI; Chicagoland Turf; Clesens Inc.; Pendelton Turf Supply, Inc., Reinders, Inc., SiteOne Landscape Supply, and Tyler Enterprises/Masterblend International, in a total amount not to exceed \$287,900.00 - Motion by member Frank, second by member Danforth to approve the recommendation. Director Kovach gave an overview and Alex Eichman explained the details and responded to questions from the committee regarding organic golf courses that use less chemicals. Mr. Eichman explained the Audubon Cooperative and Signature Sanctuary programs that the District works diligently to maintain. Chief Operations Officer Mike Tully added that the District's audit with Audubon is approaching and that presentation will be brought to the Operations Committee, which will further explain the programs. With a voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

10.6 Recommend approval of Resolution awarding a three-year Service Agreement to provide Point of Sale Support and Services for District Golf Operations to Club Prophet Systems, Inc., in the total amount of \$97,776.00 - Motion by member Hewitt, second by member Frank to approve the recommendation. Alex Eichman gave an overview of the contract and services, noting that a price lock was offered for a three-year agreement; and responded to questions. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

10.7 Recommend approval of a Resolution awarding a Contract for the purchase of a Marsh Master amphibious track vehicle to Coast Machinery, LLC, in the Contract Price of \$236,700.00 - Motion by member Hewitt, second by member Frank to approve the recommendation. Director Kovach gave an overview and Natural Resource Director Pati Vitt explained the vehicle in detail and how it will be used in

the prescribed burn program and invasive species management in wetlands. She responded to questions and with a voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

10.8 For Information Only – Grant to provide funding for the cost of equipment and initial implementation of body-worn cameras for officers in the Public Safety Department – Community Engagement and Partnerships Director Rebekah Snyder explained that Public Safety Director Ron Davis has identified this opportunity for funding body worn cameras that will be required by January 1, 2025, through the U.S. Dept. of Justice. If awarded, the grant will provide partial funding to cover the cost of equipment and initial implementation of the cameras for all full and part-time rangers. The budget has not been finalized but Public Safety anticipates applying for a three-year grant to support a contract for equipment, ongoing equipment maintenance, video storage, and training. The grant is limited to \$2,000 per camera and 45 cameras are needed, so the request would be up to \$90,000. A one-to-one match of funds will be required. Ms. Snyder responded to questions and a brief discussion ensued.

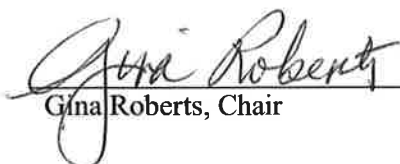

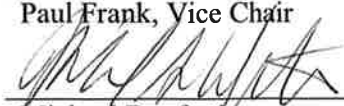
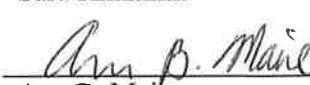
11.0 Miscellaneous Business – None

12.0 **Closed Session** – Motion by member Hewitt, second by member Knizhnik to go into closed session for the purpose of reviewing approved closed session minutes for release or retention and deletion of verbatim recordings; and for discussing the purchase or lease of real property. Roll call vote being had, the motion passed by a vote of: AYES: 6, NAYS: 0. The committee went into closed session at 1:50 p.m. and returned to open session at 2:25 p.m.

13.0 Potential Action Following Closed Session – None

14.0 **Adjournment** - With no further business, Chair Roberts adjourned the meeting at 2:25 p.m.

APPROVED:

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