

**Lake County Forest Preserves
Finance Committee Minutes – April 9, 2026**

On Thursday, April 9, 2026, 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. President Vealitzek was present in the room to establish a physical quorum present in the room. The committee confirmed electronic attendance for Vice Chair Maine due to employment; and member Sandy Hart due to County business.

2.0 Roll Call –Committee Secretary Gragnani called the roll. Present: Chair Gina Roberts, Marah Altenberg, Ann Maine (on Zoom), Linda Pedersen, President Vealitzek. Arriving after the roll: Sandy Hart (on Zoom at 1:08 p.m.). Absent: Diane Hewitt, Angelo Kyle.

Also Present:

Alex Kovach, Executive Director
Matt Norton, Corporate Counsel
John Nelson
Mary Kann
Steve Neaman
Rebekah Snyder
Alex Eichman

Alyssa Firkus
Dan Stearns
Kevin Kleinjan
Pati Vitt
Ron Davis
Laurel Diver

Julie Gragnani
Kim Mikus Croke
Debbie Boness
Sandy Meyers
Maureen Shelton
Anamaria Chavez Stiller

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 Altenberg, second by Pedersen to approve the open and closed session minutes of the March 6, 2026 joint committee meeting. Voice vote being had, the motion passed unanimously.

6.0 Public Comment for items not on agenda – None

7.0 Correspondence – None

8.0 Unfinished Business - None

9.0 New Business:

9.1 Invoices and Requisitions - Motion by Altenberg, seconded by Pedersen to approve the legal bills for the months of December 2025 and January 2026. With a voice vote being had, the motion passed unanimously and the invoices were passed for signatures.

9.2 For Information Only – Annual Comprehensive Financial Report ending December 31, 2024 – Presentation by Lauterbach & Amen, LLP - Finance Director Steve Neaman distributed the 2024 Audit Report, Management Letter, and Letter to the Board. Allison Kmen, Manager in charge of the audit, was connected on Zoom and summarized the audit with an overview of Management’s Discussion and Analysis, and balance sheets. She summarized the Management Letter and reviewed recommendations moving forward in the areas of I.T. security, funds that were over budget, and upcoming GASB standards. The District received a clean opinion, which is the highest level possible.

Member Sandy Hart joined the meeting on Zoom at 1:08 p.m.

9.3 Recommend approval of an Ordinance Amending the Fiscal Year 2026 Budget to reflect Carryover Expenses for Projects budgeted but not completed in Fiscal Year 2025 - Motion by Altenberg, second by Pedersen to approve the recommendation. Finance Director Neaman summarized the carryovers, which have a net total of \$30.7 million. The majority of expenditures are due to referendum bond fund projects and grant-related projects. With a voice vote being had, the motion passed unanimously and the recommendation to approve the Ordinance was forwarded to the full Board for approval.

9.4 Recommend approval of a Resolution awarding a three-year Contract for Constituent Management and Financial Management Software to Blackbaud, Inc. in an amount not to exceed \$92,998.85- Motion by Pedersen, second by Altenberg to approve the recommendation. Community Engagement & Partnerships Director Rebekah Snyder summarized the details of the contract and noted that the amount is within budget. With a voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

9.5 Recommend approval of a Resolution awarding Contracts for the Purchase of Trees and Shrubs for a five-year period for Multiple Preserves, to Majestic Oaks Nursery in the Contract Price of \$181,370.15; and to Possibility Place Nursery in the Contract Price of \$103,522.40 - Motion by Pedersen, second by Altenberg to approve the recommendation. Natural Resources Director Pati Vitt gave an overview of the multi-year bid, which was a different method but will provide consistent pricing and availability of plant materials. Director Vitt responded to question and with a voice vote being had, the motion passed unanimously. The recommendation was forwarded to the full Board for approval.

9.6 Approve Temporary Residential License Agreements with individuals working contractually for the District – Motion by Altenberg, second by Pedersen to approve temporary residential license agreements in the District’s standard form with the individuals identified in staff’s April 9, 2026 memorandum. Facilities Director Dan Stearns summarized the license agreements and responded to questions. With a voice vote being had, the motion passed unanimously.

9.7 Recommend approval of an Ordinance amending Personnel Policy 4.8 – Leave of Absence; and approve amendments to the Procedures Section of Personnel Policy 4.8 – Motion by Pedersen, second by Altenberg to (1) recommend approval of an Ordinance amending Personnel Policy 4.8 – Leave of Absence in the District’s Personnel Policies & Procedure; and (2) approve an amendment to the Procedures Section of Personnel Policy 4.8 in the form attached to staff’s April 9, 2026 memorandum, effective on June 1, 2026, and conditioned upon Board of Commissioners approval of the recommended Ordinance. Administration Director Mary Kann summarized the amendment, which is required to align with changes in State law to provide Neonatal Intensive Care Unit (NICU) Leave. With a voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

9.8 Approve reclassification of a position in the Golf Department – Motion by Altenberg, second by Pedersen to approve the position reclassification described in staff’s memo dated April 9, 2026. Director Kann summarized the recommended reclassification and with a voice vote being had, the motion passed unanimously.

9.9 Approve department name change and job title changes, additions, deletions and reclassifications in the Public Safety Department - Motion by Altenberg, second by President Vealitzek to approve the department name change and job title changes, additions, deletions, and reclassifications in the Public Safety Department as outlined in staff’s memo of April 9, 2026. Director Kann and Public Safety Chief Ron Davis summarized the recommendation to rename the department to “Police Department” for accreditation by ILEAP. They also summarized adding a Deputy Chief of Police position, deleting the title of Director of Public Safety to add the title of Director of Police – Chief of Police; reclassifying a

Commander position to Deputy Chief of Police, and reclassify the Deputy Ranger Police Officer position salary grade from Hourly Grade 5 to Hourly 5 MH. During discussion, Member Hart arrived in person at the meeting at 1:29 p.m. With a voice vote being had, the motion passed unanimously.

Member Maine disconnected from Zoom at 1:30 p.m.

10.0 Closed Session – Motion by Altenberg, second by Hart to go into closed session for the purpose of discussing: 1) review of approved closed session minutes for release or retention and deletion of verbatim recordings; 2) probable or imminent litigation; 3) pending litigation; and 4) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Roll call vote being had, the motion passed by a vote of: AYES: 4 (Altenberg, Hart, Pedersen, Roberts); NAY: 0. The committee went into closed session at 1:30 p.m. and returned to open session at 2:02 p.m.

11.0 Potential Action Following Closed Session

11.1 Approve job title addition and reclassification of a position in the Operations Department – Grounds Maintenance Group – Motion by Altenberg, second by Pedersen to approve the addition of the job title of Preserve Custodian, and reclassification of one Maintenance Worker to the Preserve Custodian position. Director Kann described the addition and reclassification and with a voice vote being had, the motion passed unanimously.


12.0 Miscellaneous Business – None

13.0 Adjournment - Chair Roberts declared the meeting adjourned at 2:03 p.m.

Respectfully submitted,



Julie Gragnani, Committee Secretary



Date approved