

**Lake County Forest Preserve District**  
**Joint Committee Meeting: Operations Committee; Planning Committee; Finance Committee;**  
**May 24, 2021**

On Monday, May 24, 2021, the Operations, Planning, and Finance Committees met jointly outdoors in the courtyard at the Adlai E. Stevenson Historic Home, 25200 St. Mary's Road, Mettawa, Illinois.

**1.0 Call to Order and Roll Call of each Committee** – At 9:08 a.m., with a quorum present of all Committees, President Kyle asked the Chairs to call their committees to order:

- **Operations Committee** – Chair Jessica Vealitzek called the Operations Committee to order. All seven members answered the roll call: Jessica Vealitzek, Chair; Bill Durkin, Vice Chair; Jennifer Clark, Mary Ross Cunningham, Ann Maine, Catherine Sbarra, and Terry Wilke.
- **Planning Committee** – Chair Terry Wilke called the Planning Committee to order. Six members answered the roll call: Terry Wilke, Chair; Marah Altenberg, Vice Chair; Carissa Casbon, Linda Pedersen, Gina Roberts, and John Wasik. Member Dick Barr arrived after the roll call at 9:11 a.m. Absent: Diane Hewitt.
- **Finance Committee:** Chair Julie Simpson called the Finance Committee to order. Five members answered the roll call: Julie Simpson, Chair; Carissa Casbon, Ann Maine, Paras Parekh, and John Wasik. Member Sandy Hart arrived after roll call at 9:11 am. Absent: Vice Chair Paul Frank and Michael Danforth.

**Also Present:**

Angelo Kyle, President	John Nelson	Doug Wambach, <i>Corporate Counsel</i>
Alex Ty Kovach	Mary Kann	Julie Gragnani
Mike Tully	Ken Jones	Maureen Shelton
Steve Neaman	Rebekah Snyder	Jordan Wagner
Randy Seebach	Nicole Stocker	Debbie Boness
Jim Anderson	Andrew Osborne	Mick Zawislak, <i>Daily Herald</i>
Nan Buckardt		

**2.0 Pledge Of Allegiance** – Vice President Wasik led the Pledge of Allegiance.

**3.0 Addenda to the Agenda** – Executive Director Kovach asked that Item 8.2 be pulled from the agenda as additional communications were needed. Motion by member Roberts, second by member Pedersen to pull item 8.2 from the Planning Committee section of the agenda. Voice vote being had, the motion passed unanimously.

**4.0 Public Comment** – There was no public comment regarding matters not on the agenda.

**5.0 Executive Director Comments** – Executive Director Kovach updated the committees on recent Preservation Foundation meetings, actions and donations.

**6.0 Correspondence** – None

Commissioners Dick Barr and Sandy Hart arrived at 9:11 a.m.

**7.0 New Business – All Committees:**

**7.1 Presentation and Exterior Tour of Adlai E. Stevenson Historic Home and Service Building** – Mr. Kovach made opening remarks, noting that an investment of more than \$1 million would be needed for improvements to the house and service building exteriors. He introduced Museum Educator Nicole Stocker, who gave a presentation on the history of the Adlai Stevenson estate, which is a designated Illinois historic site and is listed on the National Register of Historic Places. The home was opened to the public in 2008 for guided tours, school and scout programs, large-scale events partly in partnership with the Stevenson Center on Democracy; partnerships with Stevenson High School, and virtual adult and school programs taught and broadcasted from the

Study. Following her presentation Ms. Stocker responded to questions from the committees. Director Kovach noted that in his last meeting with Nancy Stevenson she said the Stevenson Center on Democracy group would need to make a decision on whether or not they were going to continue; they would need to either greatly expand by having someone else step up, or dismantle the group. Andrew Osborne added that they are not yet completed with their planning process to determine the future of their organization. They renewed their license for one year last November and have the authority to renew one year at a time. Mr. Kovach added that Nancy Stevenson is fully aware that the District doesn't have funds for the needed improvements and long-term maintenance. Ms. Stocker provided information on visitors to the site annually and various types of tours offered. Rebekah Snyder summarized her research on grants for the site, noting that the federal grant received in 2000 prohibits additional federal grants.

The presentation was turned over to John Nelson, Director of Operations and Infrastructure, who gave some additional history on prior uses of the estate, and summarized how the \$2 million federal grant received in 2000 was spent. Staff went out to bid for exterior restoration of the house in 2019 but the Board did not approve the \$600,000 contract. He added that the service building would need approximately \$400,000 for restoration. At approximately 9:45 a.m. Mr. Nelson guided the committee members to the adjacent grounds in front of the home, where he pointed out and explained the improvements that would be needed to repair and restore the exterior of the house and service building, and responded to questions.

The walking tour concluded and the group returned to their seats. President Kyle noted that one compromise might be to keep the Stevenson library/study as an exhibit at the Museum.

Motion by Commissioner Hart, second by Commissioner Altenberg to put Item 7.2 on the floor:

7.2 Recommend approval of Resolution adopting Annual Budget Policies and Annual Strategic Action Plan for fiscal year ending December 31, 2022 - Finance Director Steve Neaman summarized revisions on each page and responded to questions from Commissioners. During the presentation, the following amendments were made and with no objections:

1. Page 13: Commissioner Wasik requested that language be added to para. 3.4 to increase the urban canopy by 4% to reflect the goal in the 2025 strategic plan;
2. Page 13: Commissioner Maine requested a new item 5.4 addressing reducing underutilized impervious surfaces to reduce hydrological impacts;
3. Page 16: Commissioner Maine requested para. 6.4 to include expanding email list subscribers;
4. Page 17: Commissioner Maine requested a grammar correction in para. 2.6.

Finance Committee member Hart left the meeting at 10:50 a.m. and President Kyle established a quorum for that committee. At the conclusion of the presentation, President Kyle asked each committee Chair for a vote from the committee to recommend approval:

- Operations Committee, Chair Vealitzek – Motion by member Maine, second by member Durkin to recommend approval of a Resolution adopting the Annual Budget Policies and Annual Strategic Action Plan for the 12-month fiscal year ending December 31, 2022 as amended. Voice vote being had, the motion passed unanimously.
- Planning Committee, Chair Wilke - Motion by member Altenberg, second by member Roberts to recommend approval of a Resolution adopting the Annual Budget Policies and Annual Strategic Action Plan for the 12-month fiscal year ending December 31, 2022 as amended. Voice vote being had, the motion passed unanimously.
- Finance Committee, Chair Simpson - Motion by member Wasik, second by member Maine to recommend approval of a Resolution adopting the Annual Budget Policies and Annual Strategic Action Plan for the 12-month fiscal year ending December 31, 2022 as amended. Voice vote being had, the motion passed unanimously including President Kyle.

The Resolution was forwarded to the full Board for approval.

Commissioners Barr, Hart, and Parekh left the meeting during presentation of item 7.3.

**7.3 Recommend approval of Ordinance approving the 10-Year Capital Improvement Plan for the 2022 Fiscal Year Budget and amending the Budget and Capital Improvement Plan for Fiscal Year 2021** - Mr. Kovach gave a presentation, noting that the proposed CIP is balanced for 10 years, and the fund balances are met in year 10. Projects are aligned with the 2025 Strategic Plan and will have no to minimal operating costs and will be leveraged with available grants and donations. The presentation included the overall strategy and project rationale, sources of funds, needs for existing infrastructure, habitat restoration, reforestation, repair of roads and parking, and facility and infrastructure improvements.

Mr. Kovach listed projects completed and removed from the list and projects completed but not closed out. Using maps he summarized adjustments to existing funded projects; and the recommended addition of \$100,000 to the funded CIP list for a master plan for the Adlai E. Stevenson Home Site.

He then reviewed the recommended amendment to the FY 2021 Budget and CIP in the amount of \$2 million for Ryerson Education Improvements to serve as matching dollars for seeking grants in the current grant cycle, not in FY 2022, for the new environmental education facility. He reviewed the total requested adjustments to the 2021-2022 CIP and the recommended changes to the unfunded CIP list.

Following the presentation, Mr. Kovach responded to questions regarding the Millennium Trail and Stevenson House. He clarified that the Stevenson House would become a capital project using \$100,000 for a master plan to develop the site and memorialize the home in some way. President Kyle asked each committee Chair for a vote from the committee to recommend approval:

- **Operations Committee, Chair Vealitzek** – Motion by member Cunningham, second by member Durkin to recommend approval of a Resolution approving the 10-Year Capital Improvement Plan for the 2022 Fiscal Year Budget and amending the Budget and Capital Improvement Plan for fiscal Year 2021 as presented. Roll call vote being had, the motion passed by the following vote: AYES: 4, NAYS: 3.
- **Planning Committee, Chair Wilke** - Motion by member Altenberg, second by member Roberts to recommend approval of a Resolution approving the 10-Year Capital Improvement Plan for the 2022 Fiscal Year Budget and amending the Budget and Capital Improvement Plan for fiscal Year 2021 as presented. Roll call vote being had, the motion passed by the following vote: AYES: 5, NAYS: 1.
- **Finance Committee, Chair Simpson** - Motion by member Casbon, second by member Wasik to recommend approval of a Resolution approving the 10-Year Capital Improvement Plan for the 2022 Fiscal Year Budget and amending the Budget and Capital Improvement Plan for fiscal Year 2021 as presented. Roll call vote being had, the motion passed by the following vote (including President Kyle): AYES: 4, NAYS: 1

The Resolution was forwarded to the full Board for approval. President Kyle turned the meeting over to Chair Wilke for Planning Committee business.

## **8.0 New Business – Planning Committee:**

**8.1 Recommend approval of Resolution approving Intergovernmental Agreement with Illinois Department of Transportation granting permanent and temporary easements and fee simple property required for road improvements to IL Route 22 and construction of a shared use path connecting Heron Creek and Egret Marsh Forest Preserves** – Motion by member Roberts, second by member Altenberg to approve the recommendation. Planning Director Randy Seebach gave an overview of the project. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

**8.2 Policy direction regarding request from Avon Township for a new license agreement allowing the use of District property for a school bus turnaround at Rollins Savanna Forest Preserve** – Removed from agenda. (See Item 3.0.)

## **9.0 Miscellaneous Business from Planning Committee - None**

**10.0 Adjourn Planning Committee** – Chair Wilke noted that the next scheduled Planning Committee meeting is June 28, 2021 and declared the committee adjourned at 11:46 a.m.

President Kyle turned the meeting over to Operations Committee Chair Vealitzek:

**11.0 New Business –Operations Committee and Finance Committee:**

11.1 Recommend approval of Resolution awarding Contract for Wastewater Pumping Services to Lakeland Septic Service in an amount not to exceed \$62,500.00 – Director Kovach summarized the contract and each committee voted:

- Operations Committee, Chair Vealitzek – Motion by member Clark, second by member Durkin to recommend approval of a Resolution awarding a Contract for Wastewater Pumping Services to Lakeland Septic Service in an amount not to exceed \$62,500.00. Voice vote being had, the motion passed unanimously.
- Finance Committee, Chair Simpson - Motion by member Maine, second by member Casbon to recommend approval of a Resolution awarding a Contract for Wastewater Pumping Services to Lakeland Septic Service in an amount not to exceed \$62,500.00. Voice vote being had, the motion passed unanimously (including President Kyle). The recommendation was forwarded to the full Board for approval.

11.2 Recommend approval of Resolution awarding Contract for Installation of Photovoltaic System at Edward L. Ryerson Welcome Center to GRNE Solar, in the Contract Price of \$127,800.00 – Director Kovach summarized the contract and each committee voted:

- Operations Committee, Chair Vealitzek – Motion by member Clark, second by member Wilke to recommend approval of a Resolution awarding a Contract for Installation of a Photovoltaic System at the Edward L. Ryerson Welcome Center to GRNE Solar, in the Contract Price of \$127,800.00. Voice vote being had, the motion passed unanimously.
- Finance Committee, Chair Simpson - Motion by member Wasik, second by member Casbon to recommend approval of a Resolution awarding a Contract for Installation of a Photovoltaic System at the Edward L. Ryerson Welcome Center to GRNE Solar, in the Contract Price of \$127,800.00. Voice vote being had, the motion passed unanimously (including President Kyle). The recommendation was forwarded to the full Board for approval.

11.3 Recommend approval of Resolution awarding Contracts for purchase of gravel and other materials to Potsie's Inc.; Super Aggregates, Inc.; Thelen Materials, LLC; and Waupaca Sand and Solutions – Director Kovach summarized the contracts and each committee voted:

- Operations Committee, Chair Vealitzek – Motion by member Cunningham, second by member Sbarra to recommend approval of a Resolution awarding Contracts for purchase of gravel and other materials to Potsie's Inc.; Super Aggregates, Inc.; Thelen Materials, LLC; and Waupaca Sand and Solutions. Voice vote being had, the motion passed unanimously.
- Finance Committee, Chair Simpson - Motion by member Casbon, second by member Maine to recommend approval of a Resolution awarding Contracts for purchase of gravel and other materials to Potsie's Inc.; Super Aggregates, Inc.; Thelen Materials, LLC; and Waupaca Sand and Solutions. Voice vote being had, the motion passed unanimously (including President Kyle). The recommendation was forwarded to the full Board for approval.

11.4 Recommend approval of Resolution awarding three-year Contract for Barrington Greenway Initiative Ecological Technician Services to Friends of the Forest Preserves in the Contract Price of \$72,000.00 – Director Kovach summarized the contract and each committee voted:

- Operations Committee, Chair Vealitzek – Motion by member Sbarra, second by member Durkin to recommend approval of a Resolution awarding a three-year Contract for Barrington Greenway Initiative Ecological

Technician Services to Friends of the Forest Preserves in the Contract Price of \$72,000.00. Voice vote being had, the motion passed unanimously.

- Finance Committee, Chair Simpson - Motion by member Casbon, second by member Maine to recommend approval of a Resolution awarding a three-year Contract for Barrington Greenway Initiative Ecological Technician Services to Friends of the Forest Preserves in the Contract Price of \$72,000.00. Voice vote being had, the motion passed unanimously (including President Kyle). The recommendation was forwarded to the full Board for approval.

11.5 Recommend approval of Ordinance Approving Amendment to License Agreement with Chicago Horticultural Society to operate The Green Youth Farm In Lake County at Greenbelt Forest Preserve – Director Kovach summarized the amendment to the agreement; Education Director Nan Buckardt responded to questions. Each committee voted:

- Operations Committee, Chair Vealitzek – Motion by member Maine, second by member Clark to recommend approval of an Ordinance Approving an Amendment to the License Agreement with the Chicago Horticultural Society to operate The Green Youth Farm In Lake County at Greenbelt Forest Preserve. Voice vote being had, the motion passed unanimously.
- Finance Committee, Chair Simpson - Motion by member Casbon, second by member Wasik to recommend approval of an Ordinance Approving an Amendment to the License Agreement with the Chicago Horticultural Society to operate The Green Youth Farm In Lake County at Greenbelt Forest Preserve. Voice vote being had, the motion passed unanimously (including President Kyle). The recommendation was forwarded to the full Board for approval.

11.6 Recommend approval of Ordinance approving Assignment and Amendment of License Agreement with Catering by Michael's for Food and Beverage Services at Independence Grove – Director Kovach summarized the assignment and amendment to the agreement and Director Mike Tully responded to questions. Each committee voted:

- Operations Committee, Chair Vealitzek – Motion by member Sbarra, second by member Clark to recommend approval of an Ordinance approving the Assignment and Amendment of the License Agreement with Catering by Michael's for Food and Beverage Services at Independence Grove. Voice vote being had, the motion passed unanimously.
- Finance Committee, Chair Simpson - Motion by member Maine, second by member Casbon to recommend approval of an Ordinance approving the Assignment and Amendment of the License Agreement with Catering by Michael's for Food and Beverage Services at Independence Grove. Voice vote being had, the motion passed unanimously (including President Kyle). The recommendation was forwarded to the full Board for approval.

**12.0 Miscellaneous Business from Finance Committee - None**

**13.0 Adjourn Finance Committee** – Chair Simpson noted that the next Finance Committee meeting is Thursday, May 27, 2021 and declared the committee adjourned at 11:54 a.m.

**14.0 New Business – Operations Committee:**

14.1 Recommend approval of Resolution approving Disposal of Surplus Equipment, Furnishings and other items through a public auction process – Motion by member Sbarra, second by member Durkin to recommend approval. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

14.2 Recommend approval of Resolution awarding Contract for Purchase of Southern Sourced Forb Seed for Grant Woods Forest Preserve to Shooting Star Native Seeds, in the Contract Price of \$43,450.59 –

Motion by member Wilke, second by member Cunningham to recommend approval. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

**15.0 Miscellaneous Business from Operations Committee - None**

**16.0 Adjournment** – Chair Vealitzek announced that the next Operations Committee is June 28, 2021 and declared the committee adjourned at 11:56 a.m.

**APPROVED:**

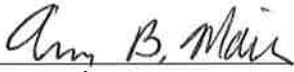
**OPERATIONS COMMITTEE:**

YEA      NAY


YEA      NAY

  
 \_\_\_\_\_  
 Jessica Vealitzek, Chair

  
 \_\_\_\_\_  
 Ann B. Maine

  
 \_\_\_\_\_  
 Bill Durkin, Vice Chair

\_\_\_\_\_  
 Catherine Sbarra

  
 \_\_\_\_\_  
 Jennifer Clark

\_\_\_\_\_  
 Terry Wilke

  
 \_\_\_\_\_  
 Mary Ross Cunningham

**FINANCE COMMITTEE:**

*see next page -*

\_\_\_\_\_  
 Julie Simpson, Chair

\_\_\_\_\_  
 Ann B. Maine

\_\_\_\_\_  
 Paul Frank, Vice Chair

\_\_\_\_\_  
 Paras Parekh

\_\_\_\_\_  
 Carissa Casbon

\_\_\_\_\_  
 John Wasik

\_\_\_\_\_  
 Michael Danforth

\_\_\_\_\_

\_\_\_\_\_  
 Sandy Hart

\_\_\_\_\_

May 24, 2021 Joint Meeting (Operations, Planning, & Finance Committees) Minutes

<b>APPROVED:</b>	<u>Aye</u>	<u>No</u>	<u>Aye</u>	<u>No</u>
_____ Julie Simpson, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ Ann B. Maine	<input checked="" type="checkbox"/> <input type="checkbox"/>
_____ Paul Frank, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/> <input type="checkbox"/>
_____ Carissa Casbon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ Paras Parekh	<input checked="" type="checkbox"/> <input type="checkbox"/>
_____ Michael Danforth	<input type="checkbox"/>	<input type="checkbox"/>	_____ John Wasik	<input checked="" type="checkbox"/> <input type="checkbox"/>
_____ Sandy Hart	<input type="checkbox"/>	<input type="checkbox"/>		

**Secretary's Note:** Pursuant to Section 7(e) of the Illinois Open Meetings Act, the June 25, 2021, Gubernatorial Disaster Proclamation, the Governor's Executive Orders Nos. 2021-14, and Written Determination of the Lake County Forest Preserve District President, the Finance Committee met via audio and video conference on Thursday, July 1, 2021. These Minutes were approved by a Roll Call vote at that meeting:

- AYES: 6 (Casbon, Frank, Maine, Parekh, Simpson, Wasik)
- NAYS: 0
- ABSENT: 2 (Hart (arrived after vote); Danforth)

Maureen E. Shelton  
Committee Secretary

**APPROVED:**

**PLANNING COMMITTEE:**

\_\_\_\_\_  
Terry Wilke, Chair

  
\_\_\_\_\_  
Linda Pedersen

  
\_\_\_\_\_  
Marah Altenberg, Vice Chair

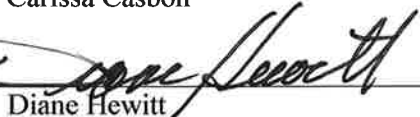
  
\_\_\_\_\_  
Gina Roberts

\_\_\_\_\_  
Dick Barr

  
\_\_\_\_\_  
John Wasik

  
\_\_\_\_\_  
Carissa Casbon

\_\_\_\_\_

  
\_\_\_\_\_  
Diane Hewitt