

Lake County Forest Preserve District
Joint Committee Meeting: Operations Committee; Planning Committee; Finance Committee;
June 1, 2020

On Monday, June 1, 2020, pursuant to the Illinois Governor's Executive Orders 2020-7, 2020-33, and 2020-39, the Operations, Planning, and Finance Committees met jointly via Audio and Video conference and not at the Lake County Forest Preserve District's General Offices.

1.0 Call to Order and Roll Call of each Committee – At 8:30 a.m., with a quorum present of all Committees, President Kyle asked the Chairs to call their committee to order:

- **Operations Committee** – Chair Jessica Vealitzek called the Operations Committee to order. Six members answered the roll call: Jessica Vealitzek, Chair; Bill Durkin, Vice Chair; Mary Ross Cunningham, Ann Maine, Craig Taylor, Terry Wilke. Absent: Brent Paxton.
- **Planning Committee** – Chair John Wasik called the Planning Committee to order. Eight members answered the roll call: John Wasik, Chair; Julie Simpson, Vice Chair; Marah Altenberg, Jennifer Clark, Diane Hewitt, Judy Martini, Linda Pedersen, Jessica Vealitzek. Absent: Dick Barr.
- **Finance Committee:** Chair Terry Wilke called the Finance Committee to order. Seven members answered the roll call: Terry Wilke, Chair; Paul Frank, Vice Chair; Sandy Hart, Ann Maine, Mike Rummel, Julie Simpson, John Wasik. Absent: Steve Carlson, Michael Danforth.

Also Present:

Angelo Kyle, President
Alex Ty Kovach
Mike Tully
Steve Neaman
Randy Seebach
Jim Anderson

Nan Buckardt
Katherine Hamilton-Smith
John Nelson
Jim Ballowe
Mary Kann
Ken Jones

John Tannahill
Rebekah Snyder
Julie Gragnani
Jeff Andreasen, *aQuity Research*
Matt Norton, *Corporate Counsel*
Debbie Boness

President Kyle asked each Committee to make a motion to suspend the Rules of Order and Operational Procedures to the full extent necessary to: a) allow Committee members to attend this meeting in accordance with the Governor's Executive Orders 2020-7, 2020-33, and 2020-39, which allow all Committee members to attend this meeting by video or audio conference means and; b) allow public comment to be made via audio or video conference:

- **Operations Committee** – Motion by member Maine, second by member Durkin Roll Call vote being had, the motion passed by the following vote: AYES: 6; NAYS: 0.
- **Planning Committee** – Motion by member Clark, second by member Simpson. Roll Call vote being had, the motion passed by the following vote: AYES: 8; NAYS: 0.
- **Finance Committee** – Motion by member Hart, second by member Wasik. Roll Call vote being had, the motion passed by the following vote: AYES: 7; NAYS: 0.

2.0 Pledge Of Allegiance – Chair Wasik led the Pledge of Allegiance.

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

4.0 Addenda to the Agenda – None

5.0 Executive Director Comments – Mr. Kovach noted that the Governor extended the emergency declaration but it did not include language for suspending certain requirements of the Open Meetings Act, but Executive Order 2020-39 was issued and gave the District the ability to hold this meeting remotely. Senate Bill 2135, when signed, will not allow leave for the previous roll call during remote meetings. Attorney Norton provided additional details

and recommended doing roll calls for all matters starting today. Mr. Kovach summarized the current status of office, facility and preserve closures, and working toward reopening and returning to normal operations. He also reported on virtual education programs and recent grants received.

6.0 New Business – All Committees:

6.1 Presentation – Attitude and Interest Survey Results – Mr. Kovach introduced Jeff Andreason of aQuity Research, who presented the results of the 2019 Attitude and Interest Survey. Overall results were very positive and Mr. Andreason felt if the survey were to be redone several months from now the results could even be higher because of the all increased use of the preserves during the stay-at-home orders. Mr. Andreason and Mr. Kovach responded to questions and a discussion ensued.

- **Operations Committee** – Motion by Chair Vealitzek, second by member Durkin to move Agenda Item 7.2 up in order to follow Item 6.1. Roll Call vote being had, the motion passed by the following vote: AYES: 6; NAYS: 0.
- **Finance Committee** – Motion by Chair Wilke, second by member Simpson to move Agenda Item 7.2 up in order to follow Item 6.1. Roll Call vote being had, the motion passed by the following vote: AYES: 7; NAYS: 0.
- **Planning Committee** – Motion by Chair Wasik, second by member Clark to move Agenda Item 7.2 up in order to follow Item 6.1. Roll Call vote being had, the motion passed by the following vote: AYES: 8; NAYS: 0.

7.2 Discussion on the opening of Dog Exercise Areas – Mr. Kovach noted that the District’s intent was to reopen the dog parks in the Governor’s Phase 2, until the Centers for Disease Control published their recommendations relating to pets, and specifically, dog parks. With this information the District decided to keep the dog parks closed. Now with the Governor’s guidelines starting to open up, staff recommends a phased in reopening of the dog parks, beginning with opening two areas on June 8th – Lakewood in the southwest part of the county, and Waukegan in the northeast part. This will give staff one week to get them ready. If the protocols put into place are being observed, the other three dog areas would then be phased in to reopen. He added that the Lake County Health Department is comfortable with opening the Lakewood dog area. Discussions with them did not include the Waukegan dog area.

A question and comment period by Commissioners ensued. During discussion, Mr. Kovach noted that he would anticipate the other three dog areas could open every couple of days after the first two, provided the protocols and social distancing are being observed. Mr. Tully noted that parking lot capacity and regulations dictate how many people can be in a dog area at a time, which controls over-crowding.

Commissioner Frank asked for comments from corporate counsel regarding chat conversations during Zoom meetings. Attorney Norton replied that when SB 2135 becomes law, the District will be required to maintain all recordings of remote audio and video meetings. The recordings including the chat sessions are being treated as public records. Mr. Frank asked about committee members having sidebar conversations with public participants that are not part of the public meeting discourse, is it appropriate that committee members are participating in those conversations. Mr. Norton noted that although a public record, the chat function is not the official public comment portion of our meetings. In general, Committee members are not required to respond to public comments, and are neither obligated to, nor prohibited from, engaging in the chat function.

Discussion continued and Commissioner Clark suggested one-way gates at the dog areas; Mr. Tully noted that staff would look into that, and he summarized the planned protocols to eliminate touch points including keeping restrooms closed, not stocking dog bag dispensers; requiring everyone to have face masks and hand sanitizer with them. Signage regarding the rules will be posted. Staff also plans to not issue any daily permits until normal operations resume. All this information will be sent out in an email blast to permit holders. Also, gloves create another touch point so hand sanitizer is a better solution. Mr. Tully added that a reservation system would be onerous to develop and implement.

Chair Vealitzek asked for public comment and the following people spoke:

- Marc Linhardt, Kildeer – spoke in favor of reopening the dog exercise areas
- Jenny M – spoke in favor of reopening the dog exercise areas
- Erik Pavels – spoke in favor of reopening the dog exercise areas

Following further comments from the Committee, Chair Vealitzek summarized the discussion points and added that there was a general consensus of the Committee to open two dog exercise areas, with a rolling opening every couple of days if the protocols are being met at the first two dog areas. Mr. Kovach added that the Lakewood and Waukegan dog areas will open on June 8th, and the opening of the other three will be phased in every two days after that. He noted that all information and updates will be posted on the website, social media, and press releases. Also if any Health Department source tracing were to lead to a dog area, and email blast could be sent out to permit holders alerting them, and postings made at the dog areas.

Chair Vealitzek turned the meeting back to President Kyle. His connection was interrupted, and so Vice President Julie Simpson resumed the meeting, and asked Finance Director Steve Neaman to present item 6.2. During the presentation, President Kyle rejoined the meeting.

6.2 Recommend approval of a Resolution adopting the Annual Budget Policies and Annual Strategic Action Plan for the 12-month fiscal year ending December 31, 2021 - Finance Director Steve Neaman summarized revisions on each page and responded to questions from Commissioners. At the conclusion of the presentation, President Kyle asked for additional Commissioner comments or public comments. Hearing none, he asked each committee Chair to have their committee vote to recommend approval:

- Operations Committee, Chair Vealitzek – Motion by member Cunningham, 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, 2021 as presented. Roll call vote being had, the motion passed by the following vote: AYES: 6, NAYS: 0.
- Planning Committee, Chair Wasik - Motion by member Martini, second by member Altenberg 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, 2021 as presented. Roll call vote being had, the motion passed by the following vote: AYES: 8, NAYS: 0.
- Finance Committee, Chair Wilke - Motion by Chair Wilke, second by member Rummel 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, 2021 as presented. Roll call vote being had, the motion passed by the following vote: AYES: 7, NAYS: 0.

The Resolution was forwarded to the full Board for approval.

6.3 Recommend approval of a Resolution Approving the Fiscal Year 2021 Ten-Year Capital Improvement Plan - Mr. Kovach noted that the District is still in recovery from the 2008 recession, and now due to Covid-19, is in another situation of significant reduced revenue. He gave a presentation outlining the goals for a balanced 10-year CIP, with the added goal of setting up the leveraging of grants and donations. Projects have been added that staff knows are aligned for grant funding to take advantage of those opportunities. The CIP is balanced, fund balances are met in Year 10, accounts for management and maintenance needs, ensures standards are maintained, and focuses on the District's Green Infrastructure. The presentation included the overall strategy and project rationale, and reviewed sources of funds, needs for existing infrastructure, ADA improvements, habitat restoration, reforestation, repair of roads and parking, and facility and infrastructure improvements. He noted that due to Covid-19, the \$20 million endowment goal will be delayed for an additional year and a half. The presentation continued as 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; adjustments to existing funded projects added to the CIP as amendments in FY 2020; and projects recommended to be added to

the funded CIP list. He reviewed the total estimated project costs, budget/estimate risk, and recommended changes to the unfunded CIP list.

Following the presentation, President Kyle called for a Commissioner question and comment period. Mr. Kovach responded to questions regarding Stevenson House and the General Offices building. There were no comments from the public. President Kyle asked each committee Chair to have their committee vote to recommend approval:

- Planning Committee, Chair Wasik - Motion by member Simpson, second by member Clark to recommend approval of a Resolution approving the Fiscal Year 2021 Ten-Year Capital Improvement Plan as presented. Roll call vote being had, the motion passed by the following vote: AYES: 7, NAYS: 0. Member Pedersen left the meeting during presentation of item 6.3.
- Operations Committee, Chair Vealitzek – Motion by member Cunningham, second by member Durkin to recommend approval of a Resolution approving the Fiscal Year 2021 Ten-Year Capital Improvement Plan as presented. Roll call vote being had, the motion passed by the following vote: AYES: 6, NAYS: 0.
- Finance Committee, Chair Wilke - Motion by Chair Wilke, second by member Hart to recommend approval of a Resolution approving the Fiscal Year 2021 Ten-Year Capital Improvement Plan as presented. Roll call vote being had, the motion passed by the following vote: AYES: 7, NAYS: 0.

The Resolution was forwarded to the full Board for approval. President Kyle turned the meeting over to Chair Vealitzek for Operations Committee business:

7.0 New Business – Operations Committee:

7.1 Approve Minutes of May 4, 2020 - Motion by member Taylor, second by member Wilke approve the Minutes of May 4, 2020. Roll call vote being had, the motion passed by the following vote: AYES: 6, NAYS: 0.

7.3 Recommend approval of Resolution awarding Contract for Bulk Road Salt purchases to Morton Salt, Inc., in amount not to exceed \$30,981.00 –Motion by member Wilke, second by member Maine to approve the recommendation. Mr. Kovach gave a brief summary of the annual contract to purchase road salt. There were no comments from the public. Roll call vote being had, the motion passed by the following vote: AYES: 6, NAYS: 0. The Resolution was forwarded to the full Board for approval.

7.4 Recommend approval of Resolution awarding Contract to Purchase Native Seed for Fall 2020 Habitat Restoration at Multiple Preserves to Prairie Moon Nursery, Winona, Minnesota, in the Contract Price of \$25,538.15 - Motion by member Taylor, second by member Wilke to approve the recommendation. Mr. Kovach gave a brief summary of the contract. There were no comments from the public. Roll call vote being had, the motion passed by the following vote: AYES: 6, NAYS: 0. The Resolution was forwarded to the full Board for approval.

Member Maine commented regarding her concern about reopening the public restrooms in Phase 3 and requested that staff check with IAPD to see how other forest preserve districts are handling it. A general discussion ensued; Mr. Kovach noted that it would be very difficult to clean all preserve bathrooms more than once a day and it will be the District's decision how to handle it with guidelines from the Lake County Health Department. Mr. Tully noted that staff could come up with a plan considering each type of restrooms, and keep President Kyle and Chair Vealitzek informed, and forwarding any decisions on to the full Board.

President Kyle asked Chair Vealitzek to call out one more time for any public comment:

- Erik Pavels – requested that the District website be updated regarding reopening the dog parks and restrooms.

8.0 Adjourn Operations Committee – Chair Vealitzek noted that the next scheduled Operations Committee meeting is July 6, 2020 and declared the Operations Committee adjourned at 12:10 p.m.

President Kyle turned the meeting over to Finance Committee Chair Wilke:

9.0 New Business – Finance Committee:

9.1 Approve Minutes of May 7, 2020 - Motion by member Rummel, second by member Wasik approve the Minutes of May 7, 2020. Roll call vote being had, the motion passed by the following vote: AYES: 7, NAYS: 0.

9.2 Approve position title changes, additions and deletions - Motion by member Rummel, second by member Wasik approve the recommendation. Chair Wilke asked for public comment and there was no response. Roll call vote being had, the motion passed by the following vote: AYES: 7, NAYS: 0.

9.3 Approve Temporary Residential License Agreements for two Wildlife Biologists working contractually for the District - Motion by member Wilke, second by member Maine approve the recommendation. Chair Wilke asked for public comment and there was no response. Roll call vote being had, the motion passed by the following vote: AYES: 7, NAYS: 0.

10.0 Adjourn Finance Committee – Chair Wilke announced that the June 4 Finance Committee would be canceled and the next meeting will be July 9, 2020. He declared the Finance Committee adjourned at 12:14 p.m.

President Kyle turned the meeting over to Planning Committee Chair Wasik for the remainder of the agenda:

11.0 New Business – Planning Committee:

11.1 Approve Minutes of May 4, 2020 - Motion by member Simpson, second by member Clark approve the Minutes of May 4, 2020. Roll call vote being had, the motion passed by the following vote: AYES: 7, NAYS: 0

11.2 Recommend approval of Resolution approving an Agreement for the Protection and Management of the Barrington Greenway Initiative - Motion by Chair Wasik, second by member Vealitzek to approve the recommendation. Mr. Kovach gave a brief summary of the agreement. There were no comments from the public. Roll call vote being had, the motion passed by the following vote: AYES: 7, NAYS: 0. The Resolution was forwarded to the full Board for approval.

11.3 Recommend approval of Resolution awarding Contract for Design and Engineering Study for Long Lake Shoreline Stabilization at Grant Woods Forest Preserve to Christopher B. Burke Engineering, Ltd., Rosemont, Illinois in the Contract Price of \$46,900.00 - Motion by Chair Wasik, second by member Martini to approve the recommendation. Mr. Kovach gave a brief summary of the contract. There were no comments from the public. Roll call vote being had, the motion passed by the following vote: AYES: 7, NAYS: 0. The Resolution was forwarded to the full Board for approval.

11.4 Recommend approval of a Resolution approving an Amended and Restated Intergovernmental Agreement with the Village of Lake Barrington to allow bicycle use at Grassy Lake Forest Preserve, replace a trail license with a trail easement, and restate prohibited uses - Motion by Chair Wasik, second by member Martini to approve the recommendation. Mr. Kovach gave a brief history and summary of the agreement. Public comment was given by Karen Daulton Lange, Lake Barrington Village Administrator, expressing her thanks to the Committee. Roll call vote being had, the motion passed by the following vote: AYES: 7, NAYS: 0. The Resolution was forwarded to the full Board for approval.

12.0 Old Business - None

13.0 Closed Session - Motion by Chair Wasik, second by member Clark to go into closed session for the purpose of discussing 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 the following vote: AYES: 7, NAYS: 0. The committee went into closed session at 12:25 p.m. and returned to open session at 1:06 p.m.

14.0 Next Meeting: July 6, 2020

15.0 Adjournment - Chair Wasik declared the Planning Committee adjourned at 1:06 p.m.

APPROVED:

OPERATIONS COMMITTEE:

	YEA	NAY		YEA	NAY
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
Jessica Vealitzek, Chair			Brent Paxton		
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bill Durkin, Vice Chair			Craig Taylor		
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mary Ross Cunningham			Terry Wilke		
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Ann B. Maine					

Secretary's Note: Pursuant to Section 7(e) of the Illinois Open Meetings Act, the June 26, 2020, Gubernatorial Disaster Proclamation, the Governor's Executive Orders Nos. 2020-43 and 2020-44, and Written Determination of the Lake County Forest Preserve District President, the Operations Committee met via audio and video conference on Monday, June 1, 2020. These Minutes were approved by a Roll Call vote at that meeting:

AYES: 6 (Vealitzek, Durkin, Cunningham, Maine, Taylor, Wilke)
 NAYS: 0
 ABSENT: 1 (Paxton)

Julie Graumann

 Recording Secretary

FINANCE COMMITTEE:

_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Terry Wilke, Chair			Ann B. Maine		
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Paul Frank, Vice Chair			S. Michael Rummel		
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Steve Carlson			Julie Simpson		
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michael Danforth			John Wasik		
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Sandy Hart					

Secretary's Note: Pursuant to Section 7(e) of the Illinois Open Meetings Act, the June 26, 2020, Gubernatorial Disaster Proclamation, the Governor's Executive Orders Nos. 2020-43 and 2020-44, and Written Determination of the Lake County Forest Preserve District President, the Finance Committee met via audio and video conference on Thursday, July 9, 2020. These Minutes were approved by a Roll Call vote at that meeting:

AYES: 7 (Wilke, Carlson, Hart, Maine, Rummel, Simpson, Wasik)
 NAYS: 0
 ABSENT: 2 (Frank, Danforth)

Julie Graumann

 Committee Secretary

PLANNING COMMITTEE:

_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Wasik, Chair			Diane Hewitt		
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Julie Simpson, Vice Chair			Judy Martini		
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marah Altenberg			Linda Pedersen		
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dick Barr			Jessica Vealitzek		
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Jennifer Clark					

Secretary's Note: Pursuant to Section 7(e) of the Illinois Open Meetings Act, the July 24, 2020, Gubernatorial Disaster Proclamation, the Governor's Executive Orders No. 2020-48, and Written Determination of the Lake County Forest Preserve District President, the Planning Committee met via audio and video conference on Monday, August 3, 2020. These Minutes were approved by a Roll Call vote at that meeting:

AYES: 7 (Wasik, Simpson, Clark, Hewitt, Martini, Pedersen, Vealitzek)
 NAYS: 0
 ABSENT: 2 (Altenberg, Barr)

Julie Bragnani

 Committee Secretary