

**Lake County Forest Preserve District**  
**Operations Committee Meeting Minutes - Monday, June 28, 2021**

The Operations Committee met Monday, June 28, 2021 at the Lake County Forest Preserves General Offices, 1899 West Winchester Road, Libertyville, Illinois

**1.0 Call to Order** - Chair Vealitzek called the meeting to order at 9:00 a.m.

**2.0 Roll Call** – Committee Secretary Shelton called the roll and five committee members responded: Jessica Vealitzek, Chair; Bill Durkin, Vice Chair, Jennifer Clark, Mary Ross Cunningham, Ann Maine. Member Sbarra joined the meeting after the roll call at 9:03 a.m. Absent: Member Wilke.

**Also Present:**

Angelo D. Kyle, *President*

Alex Ty Kovach

Mike Tully

Jim Anderson

Nan Buckardt

Mary Kann

Steve Neaman

John Nelson

Randy Seebach

Rebekah Snyder

Debbie Boness

Jim Siefken

Sue Hawkins

Allison Frederick

Kim Mikus Croke

Jeanna Martinucci

Matt Norton, *Corporate*

Maureen Shelton

Mick Zawislak, *Daily Herald*

**3.0 Pledge of Allegiance** – Vice Chair Durkin led the Pledge of Allegiance.

**4.0 Addenda to the Agenda** – None

**5.0 Approval of Minutes** - Motion by member Cunningham, second by member Durkin to approve the Minutes of the March 2, 2020 Operations Committee Closed Session; May 3, 2021 Operations Committee Meeting; May 24, 2021 Joint Committee Meeting. Voice vote being had, the motion passed unanimously. The minutes were circulated for signatures.

**6.0 Public Comment** – Chair Vealitzek asked if there was anyone attending who wished to provide public comment for items not on the agenda. Mike Tully, Chief Operations Officer responded that there was one public comment received regarding item 10.1 on the agenda. It will be read then. There were no other responses.

**7.0 Executive Director Comments** – Executive Director Kovach presented his report and commented on:

- Update on public access projects both underway or recently completed;
- *Marvelocity: The Art of Alex Ross* traveling exhibition scheduled to begin touring this fall;
- World Turtle Day Instagram account shared the District's story on the Blanding's Turtle Program;
- Beer garden and concert series at Independence Grove received heavy media coverage;
- Greenbelt Concert;
- Preservation Foundation grants and donations update;
- Outdoor Board meeting on July 14 at Grant Woods Forest Preserve;
- Special meeting of the Legislative Committee on July 27 at Independence Grove Visitors Center;
- Special Committee of the Whole will be scheduled this summer for an update from Waukegan Port District on proposed runway expansion at Waukegan National Airport.

Member Maine asked a question about the Joint Committee minutes and suggested that on the minutes indicate which members voted nay on a roll call vote. Attorney Norton to discuss this with staff.

## **8.0 Correspondence**

- 8.1 Letter from a volunteer. Mr. Tully summarize a complimentary letter sent in from volunteer James Jobs regarding the Native Seed Nursery and the staff members who manage it.

## **9.0 Unfinished Business – None**

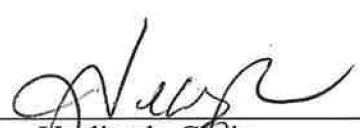
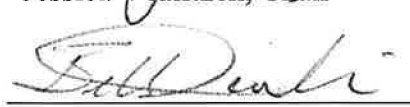
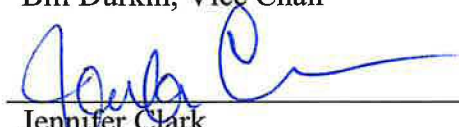
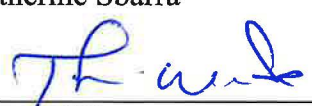
## **10.0 New Business**

- 10.1 Provide policy direction regarding whether the District should add Dog Exercise Areas to the list of areas in which smoking and vaping are prohibited. Committee Secretary Shelton read the public comment emailed to Member Clark by Leslie Ann Kalvass on May 10 about smoking concerns at the Dog Exercise Areas (DEA). Mr. Tully explained that in April Commissioner Clark received a phone call of concern from Leslie, a frequent user of the DEA's about people smoking. Commissioner Clark, then brought it to the attention of the Operations Committee. Chair Vealitzek and President Kyle discussed the issue and agreed to bring the topic to the Operations Committee for Committee review and direction on the issue. Mr. Tully explained that if direction is given to staff to amend the General Use Ordinance to prohibit smoking and vaping in the DEA's, there will be an initial cost of roughly \$2,000.00 to fabricate and install signs at the five areas. Member Clark asked the committee to consider this request and reminded the Committee that the District already prohibits smoking at District events and playgrounds. A general discussion ensued. Committee Consensus directs staff to bring an amendment to Committee.
- 10.2 Recommend approval of an Ordinance establishing fees and charges for District permits, programs, services and facilities (Annual Fee Ordinance). Motion by member Clark second by member Maine to approve the recommendation. Mr. Tully introduced the item and highlighted the major changes. Steve Neaman, Director of Finance and Dan Stearns, Chief Business Development Officer reviewed the changes and responded to questions. Member Maine wanted to know the number of remaining golf season pass holders. Staff will send an email response to Member Maine with that information. Commissioner Casbon sent an e-mail to Executive Director Kovach with a concern about the price of the Dog Exercise Areas (DEA) and requested that the fees be lowered. Mr. Tully explained that currently DEA's are a funding category with a 75% cost recovery and 25% subsidization. Member Clark was concerned if you decrease the fees, it might decrease the services at the Dog Exercise Areas. No changes to the DEA fees were made. Voice vote being had, the motion passed unanimously. The recommendation was forwarded to the Finance Committee for approval.
- 10.3 Recommend approval of a Resolution approving an Annual Support and License Agreement for Financial Software to Tyler Technologies, Inc., Munis Division, in the Contract Price of \$107,005.04. Motion by member Durkin second by member Clark to approve the recommendation. Mr. Tully summarized the recommendation. Voice vote being had, the motion passed unanimously. The recommendation was forwarded to the Finance Committee for approval.
- 10.4 Recommend approval of a Resolution awarding a three-year Contract for Web Hosting and Support Services for the District's Public Website to Svanaco, Inc. dba AmericanEagle.com in the amount of \$210,600.00. Motion by member Clark second by member Cunningham to approve the recommendation. Mr. Tully summarized the recommendation. Debbie Boness, Information Technology Officer responded to questions on security compliance. Voice vote being had, the motion passed unanimously. The recommendation was forwarded to the Finance Committee for approval.
- 10.5 Recommend approval of a Resolution approving a change order to the contract with Dreamworks Graphic Communications to add the printing and distribution of eight additional issues of the Horizons quarterly newsletter in the amount of \$140,893.84. Motion by member Durkin second by member Sbarra to approve the recommendation. Mr. Tully summarized the recommendation. Voice vote being

had, the motion passed unanimously. The recommendation was forwarded to the Finance Committee for approval.

- 10.6 Approve Change Order #3 to the Contract with Integrated Lakes Management for the Woody Invasive Plant Clearing at Cahokia Flatwoods and Grant Woods Forest Preserves project, increasing the Contract Amount by \$34,551.05. Motion by member Clark second by member Maine to approve the recommendation. Mr. Tully summarized the recommendation. Jim Anderson, Director of Natural Resources explained the change order in further detail and responded to questions. Voice vote being had, the motion passed unanimously. The recommendation was forwarded to the Finance Committee for approval.
- 10.7 Recommend approval of a Resolution awarding a Contract for Enhanced Monitoring and Recovery Activities Services to Chicago Botanic Garden for the Rare Plant Recovery Project in the Contract Price of \$30,000.00. Chair Vealitzek asked for a motion to postpone this recommendation until the next Operations Committee meeting, currently scheduled for August 2, 2021. Motion by member Durkin second by member Sbarra to postpone this recommendation. Mr. Tully briefly explained that the contract was not ready due to an insurance issue. The recommendation will be brought back to next month's committee meeting for approval. Voice vote to postpone being had, the motion passed unanimously.
- 11.0 **Miscellaneous Business** – None
- 12.0 **Closed Session** – None
- 13.0 **Potential Action Following Closed Session** – None
- 14.0 **Adjourn** – With no further business, Chair Vealitzek declared the meeting adjourned at 10:03 a.m.

**APPROVED:**

	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>
 _____ Jessica Vealitzek, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ Ann B. Maine	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Bill Durkin, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ Catherine Sbarra	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Jennifer Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ Terry Wilke	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Mary Ross Cunningham	<input type="checkbox"/>	<input type="checkbox"/>			