

Lake County Forest Preserve District
Joint Committee Meeting: Finance Committee; Operations Committee; Planning Committee
June 3, 2019

The Finance; Operations; and Planning Committees met jointly on Monday, June 3, 2019. The meeting was held at the District's General Offices, 1899 West Winchester Road, Libertyville, Illinois.

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

- 1.1 Finance Committee:** Chair Terry Wilke called the Finance Committee to order. Members Present: Terry Wilke, Chair; Paul Frank, Vice Chair; Steve Carlson, Michael Danforth, Mike Rummel, Julie Simpson, John Wasik. Ann Maine arrived at 8:35 a.m. Absent: Sandy Hart
- 1.2 Operations Committee** – Chair Jessica Vealitzek called the Operations Committee to order. Members present: Jessica Vealitzek, Chair; Craig Taylor, Terry Wilke, and President Kyle making a quorum. Bill Durkin arrived at 8:32 a.m. Ann Maine arrived at 8:35 a.m. Absent: Mary Cunningham, Brent Paxton.
- 1.3 Planning Committee** – Chair John Wasik called the Planning Committee to order. Members Present: John Wasik, Chair; Julie Simpson, Vice Chair; Dick Barr, Jennifer Clark, Adam Didech, Diane Hewitt, Judy Martini, Linda Pedersen, Jessica Vealitzek.

Also Present:

Alex Ty Kovach	Nan Buckardt	Skip Goss, <i>UGN Airport</i>
Mike Tully	Katherine Hamilton-Smith	Craig Loudon, <i>CMT-UGN</i>
Steve Neaman	John Nelson	Terry Scheddel, <i>CMT-UGN</i>
Randy Seebach	Rebekah Snyder	Jack Cahill
Jim Anderson	Julie Gragnani	Gloria Charland
Ken Jones	Matt Norton, <i>Corporate Counsel</i>	Michael Costigan
Jim Ballowe	Mick Zawislak, <i>Daily Herald</i>	Katie Charland
Mary Kann	Grant B. Farrell, <i>UGN Airport</i>	Ron Gurak

2.0 Pledge Of Allegiance – Member Mike Rummel led the pledge of allegiance.

3.0 Public Comment

- Gloria Charland, Squaw Creek Clean Water Alliance – thanked the committees for including the Grant Woods Long Lake shoreline restoration project in the proposed changes to the Capital Improvement Plan and spoke about the citizens' efforts to clean up Long Lake.
- Jack Cahill, Long Lake Improvement Association – thanked the District for buying the Sabatini property years ago, and for including the Grant Woods Long Lake shoreline restoration project in the proposed changes to the Capital Improvement Plan for next year.

4.0 Addenda to the Agenda – None

5.0 Executive Director Comments – Mr. Kovach distributed his report and spoke about: the summer edition of Horizons; REI's \$15,000 grant to the Foundation to support access improvements; submission of a grant proposal to Illinois Coastal Management Program; the Adopt-A-Turtle Program; map showing the geographical range of donors across the U.S.; and a Strategic Planning update and timeframe. He asked the Board members to look at July 18, 2019 as a possible date for a Strategic Planning Steering Committee meeting.

6.0 Recommend approval of a Resolution adopting the Annual Budget Policies and Annual Strategic Action Plan for the 12-month fiscal year ending December 31, 2020 - Finance Director Steve Neaman went through the document page by page, explaining each revision, and responded to questions. During the review, member Maine recommended reorganizing the items listed in Section 2 under Organizational Sustainability, on Page 11. She felt there could be better logic in terms of how priorities are set up because the order the items were listed in seemed confusing. Mr. Kovach recommended moving 2.6 up in order to be 2.1, and then staff would re-arrange the order of the other items.

With no further questions, President Kyle called for each committee to recommend approval of the Annual Budget Policies and Annual Strategic Action Plan for Fiscal Year 2020. Motion by member Maine, second by member Frank to have staff amend Page 11, Section 2 under Organizational Sustainability to reorganize the items into a more logical flow starting with the big-picture ideas. Voice vote from all committees being had, the motion passed unanimously.

- Finance Committee (Chair Wilke) - Motion by member Frank, second by member Simpson 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, 2020 as presented and amended. Voice vote being had, the motion passed unanimously.
- Operations Committee (Chair Vealitzek) – Motion by Chair Vealitzek, second by member Wasik 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, 2020 as presented and amended. Voice vote being had, the motion passed unanimously.
- Planning Committee (Chair Wasik) - Motion by Chair Wasik, second by member Martini 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, 2020 as presented and amended. Voice vote being had, the motion passed unanimously.

The Resolution was forwarded to the full Board for approval.

7.0 Review proposed changes to the 10-Year Capital Improvement Plan - Mr. Kovach explained that the process will be to have the Committees review and comment on the proposed changes to the CIP today and then the Finance Committee will recommend approval of the CIP for Board approval. He gave a presentation outlining the goals to have a balanced 10-year CIP with fund balances met in year 10, account for management and maintenance needs, ensure standards are maintained, prioritizing concerns with the deterioration of land and infrastructure, focus on completing what has been started, the District’s mission, align projects with the Strategic Plan and GIMS, and fund projects with no or minimal operating costs while reducing costs. He outlined the overall strategy and project rationale, and reviewed sources of funds, needs for existing infrastructure, habitat restoration, reforestation, repair of roads and parking, and facility and infrastructure improvements. During the presentation a general discussion ensued regarding ADA compliance implementation and costs.

The presentation continued as Mr. Kovach listed projects completed and removed from the list, projects completed but not closed out, and reviewed the status of the County-wide regional trails. He summarized the changes and additions to the FY 2020 Projected 10-Year CIP, new resources, fund balance impacts; and reviewed the unfunded project list. He explained three recommended additions to the unfunded list: the Ryerson Classroom/Cabins, Districtwide ADA improvements, and solar energy opportunities. Planning Committee member Martini expressed her appreciation for adding the Long Lake shoreline restoration project to the CIP. With no adjustments from the Committees, the proposed 10-Year Capital Improvement Plan was forwarded as presented to the Finance Committee for approval to send to the full Board.

Finance Chair Wilke left the meeting at 10:25 a.m. Vice-Chair Paul Frank chaired the Finance Committee for the remainder of the meeting. Finance Committee member Danforth left the meeting at 10:30 a.m.

8.0 For Information Only – Proposed Plan for Waukegan National Airport Expansion – Mr. Kovach gave opening remarks about the project as it relates to the District’s property, and noted that the current plan calls for Green Bay Road to be a tunnel under the proposed runway. He introduced Skip Goss, Airport General Manager, who gave some details regarding the importance of the airport to the region. The Waukegan Port District’s Engineering Consultant, Craig Loudon, continued with an overview of the issues and what needs to be addressed. He noted that runway 5/23 does not meet a number of FAA criteria and safety and standards, such as areas along the end of the runway required to be certain slopes, and the separation between the runway and taxiway. To reconstruct the existing runway would require a complete shutdown of the airport for two construction seasons, which would significantly impact the users and the local economy. Instead, the proposal is to build a replacement runway parallel to the existing runway, and the existing runway would become the taxiway.

The airport would remain operational during construction. The engineers are currently working through the environmental assessment process for the replacement runway, and the Forest Preserve District would be a major stakeholder. Mr. Loudon and Mr. Goss responded to questions and a general discussion ensued, including costs, funding, land acquisition, and impacts to the area. During discussion Mr. Goss noted a total project cost somewhere around \$40 million. Some committee members thought the plan was to extend the current runway, not to replace it; Mr. Goss noted that the plan presented in 2017 was for a new runway parallel to the old one.

Mr. Loudon reviewed the plan drawings showing the new runway shifting 400 feet to the northwest and extended length and required runway extension zone into forest preserve property. The plan would require fee simple acquisition of 52.3 acres of forest preserve property by the Waukegan Port District. During discussion Mr. Loudon and Mr. Goss provided information about the flight training facility. Member Maine noted that this is a transportation project and our trail system would not look like it does today without negotiating agreements with local transportation agencies, which sometimes included the sale of land. Mr. Kovach summarized the benefit to the Forest Preserve District would be receipt of the appraised value of its property, plus an estimated \$6.4 million worth of trail connections, which he showed on the map and is on the unfunded project list. Also, wetland mitigation will be required for the project, which would likely be done on new property in the watershed. The Forest Preserve could position itself to then take ownership of that property. Attorney Norton noted that the Downstate Forest Preserve Act states that Forest Preserve land is not subject to condemnation, but that the General Assembly could pass different legislation if it chose to. President Kyle recognized Grant Farrell, Chairman of the Board, Waukegan Port District, who noted that the District has existed since 1957 without being a taxing body, and talked briefly about the airport tower operations and the benefits of having a longer runway.

President Kyle recognized Finance Committee Vice-Chair Frank:

9.0 Adjourn Finance Committee – Next Meeting June 6, 2019 – Motion by member Rummel, second by member Simpson to adjourn the Finance Committee. Voice vote being had, the motion passed unanimously and the Committee adjourned at 11:33 a.m.

President Kyle recognized Operations Committee Chair Vealitzek:

10.0 Operations Committee:

10.1 Recommend approval of a Resolution awarding contracts for the purchase of gravel and other materials for a twenty-four (24) month period beginning July 1, 2019, and ending June 30, 2021, to Thelen Materials; Super Aggregates, Inc.; Potsie's Inc.; and Waupaca Sand & Solutions – Motion by member Maine, second by member Wasik to recommend approval of the Resolution as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

10.2 Recommend approval of a Resolution awarding a Contract for Pavement Maintenance and Construction to Patriot Maintenance, Inc., Mundelein, Illinois, in an amount not to exceed \$127,700.00 - Motion by member Durkin, second by member Maine to recommend approval of the Resolution as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

10.3 Recommend approval of a Resolution authorizing the District to dispose of surplus District equipment, furnishings and other items through a public auction process - Motion by member Maine, second by member Durkin to recommend approval of the Resolution as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

11.0 Adjourn Operations Committee – Next Meeting June 24, 2019 – Chair Vealitzek declared the Operations Committee adjourned at 11:34 a.m.

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

12.0 Planning Committee:

12.1 Policy Direction regarding request by Waukegan Port District (WPD) for an extension to a Letter of Intent concerning negotiation of an Intergovernmental Agreement, pending the results of an environmental

assessment on the proposed expansion of the runway at Waukegan National Airport and Federal Aviation Administration input on such assessment – In follow-up to the previous discussion regarding the airport expansion project, Mr. Kovach noted that the environmental assessment is taking longer than anticipated and summarized the terms of the Letter of Intent (LOI). A provision that either party could terminate the LOI after the 180-day negotiation period has not been exercised by either party. The Port District has requested an extension to the LOI. A general discussion ensued and the committee reached a consensus to extend the LOI for 150 days. Attorney Norton clarified that the LOI extension will provide WPD time to complete their environmental impact study – then, the clock would start on the 150-day extension. The LOI will come back to this committee for approval, then to the full Board.

12.2 Recommend approval of a Resolution Approving a Property Access Agreement with the North Shore Water Reclamation District (NSWRD) – Attorney Norton explained that this item needed to be deferred to the next meeting, pending resolution of indemnification obligations in the agreement. Motion by member Didech, second by member Clark to defer the item to the 24 June meeting. Voice vote being had, the motion passed unanimously.

12.3 Recommend approval of Resolution awarding Contract for Hydrologic Restoration Planning and Design Services for Grant Woods Forest Preserve to Hey and Associates, Inc. in the Contract Price of \$65,150.00 - Motion by member Barr, second by member Clark to recommend approval of the Resolution as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.





12.4 Closed Session – Motion by member Vealitzek, second by member Simpson to go into closed session for the purpose of discussing the purchase or lease of real property. Roll call vote being had, the motion passed by the following vote: AYES: 9, NAYS: 0. The committee went into closed session at 11:47 a.m. and returned to open session at 12:07 p.m.

12.5 Next Meeting – June 24, 2019

12.6 Adjournment – Chair Wasik declared the Planning Committee adjourned at 12:07 p.m.

APPROVED:

Operations Committee:

	YEA	NAY		YEA	NAY
 Jessica Vealitzek, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
 Bill Durkin, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	 Terry Wilke	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 Ann B. Maine	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

Joint Meeting Minutes – 6-3-2019:

Planning Committee:

Finance Committee:



 John Wasik, Chair



 Terry Wilke, Chair



 Julie Simpson, Vice Chair

 Paul Frank, Vice Chair



 Dick Barr



 Steve Carlson



 Jennifer Clark



 Michael Danforth



 Adam Didech



 Sandy Hart

 Diane Hewitt



 Ann B. Maine



 Judy Martini



 S. Michael Rummel



 Linda Pedersen



 Julie Simpson



 Jessica Vealitzek



 John Wasik