

**Lake County Forest Preserves
Finance Committee Minutes – June 6, 2019**

The Lake County Forest Preserve District Finance Committee met on Thursday, June 6, 2019. The meeting was held at the District's General Offices, 1899 West Winchester Road, Libertyville, Illinois.

1.0 Call to order - With a quorum present, Chair Terry Wilke called the meeting to order at 1:00 pm.

Committee Members Present:

Terry Wilke, Chair
Paul Frank, Vice Chair
Steve Carlson
Michael Danforth
Sandy Hart
Ann Maine
Julie Simpson
John Wasik

Also Present:

Angelo Kyle, President
Alex Ty Kovach
Mike Tully
Steve Neaman
Mary Kann
Jim Anderson
Nan Buckardt
John Nelson

Rebekah Snyder
Ken Jones
Laurel Diver
Julie Gagnani
Matt Norton, *Corporate Counsel*
Jack Cahill
Gloria Charland

Absent:

Mike Rummel

2.0 Pledge of Allegiance – Member Paul Frank led the Pledge of Allegiance.

3.0 Approval of Minutes – Motion by member Frank, second by member Simpson to approve the minutes of the May 9, 2019 open and closed sessions. Voice vote being had, the motion passed unanimously and the minutes were circulated for signatures.

4.0 Public Comment – None

5.0 Addenda to the Agenda – None

6.0 Executive Director Report – Executive Director Kovach updated the Committee on the Strategic Planning process. He reviewed the Steering Committee members selected and added that President Kyle would be asking for the Board's consent of the appointments at the June 11 Board meeting. The first Steering Committee meeting is planned for July 17, 2019; followed by Committee of the Whole on July 18. He added that the entire process would take about 8 months.

7.0 Correspondence – None

8.0 Finance

8.1 Invoices and Requisitions – Motion by member Hart, second by member Simpson to approve the invoice for legal fees for March 2019. Voice vote being had, the motion passed unanimously and the invoice was circulated for signatures.

9.0 Administration

9.1 Approve Change Order No. 3 to Contract with ADP, LLC, to convert historic human resources information from the District's prior system to the web-based platform, History Viewer, in an amount not to exceed \$9,950.00 – Mr. Kovach explained that the District was waiting to find out if historic data from the old County payroll system could be extracted. ADP was able to extract the data and will incorporate it into the new system. This change order will cover that scope of work. Motion by member Frank, second by member Hart to approve the recommendation as presented. Voice vote being had, the motion passed unanimously.

9.2 Recommend approval of Resolution awarding Contract for Training and Development Services to RJ Harris & Associates, Gurnee, Illinois in an amount not to exceed \$36,000.00 – Mr. Kovach explained that this is for workplace cultural change training to include diversity and inclusion. It will cover the management team as well as non-management staff and will provide a broader perspective than previous sessions, which were presentations. Motion by member Wasik, second by member Carlson to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

10.0 Executive

10.1 Recommend approval of Resolution awarding Contract for Strategic Planning Consulting Services to Institute for Conservation Leadership (ICL), Tacoma Park, Maryland, in a Contract Price not to exceed \$44,440.00 – Mr. Kovach summarized the positive experience with ICL when they facilitated the initial strategic planning process five years ago, and recommended using them again for this update. He felt the original 13 objectives should be condensed down to five or six. He responded to questions and explained the previous process. During discussion, member Maine noted that the speakers brought in five years ago were very helpful and felt it would be valuable to bring them in again for the benefit of the new Commissioners. Mr. Kovach added that ecological services can be quantified, which wasn't done before. Motion by member Hart, second by member Simpson to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

11.0 Operations Committee

11.1 Recommend approval of a Resolution awarding Contracts for Purchase of Gravel and other materials to Thelen Materials, LLC, Antioch, Illinois; Super Aggregates, Inc., McHenry, Illinois; Potsie's Inc., Ringwood, Illinois; and Waupaca Sand & Solutions, Waupaca, Wisconsin; for a 24-month period July 1, 2019 to June 30, 2021– Motion by member Wasik, second by member Simpson to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

12.0 Old Business

12.1 Recommend approval of a Resolution approving the 10-Year Capital Improvement Plan for the Fiscal Year 2020 Annual Budget - Motion by member Simpson, second by member Wasik to approve the recommendation as presented. Voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

13.0 New Business – President Kyle advised the Committee that he received a request from the Lake County Sheriff's Department to occupy part of the vacant space on the second floor of the General Offices, for the special investigative unit that deals with the major crimes in the county. They would need space for 12 to 15 people; and would not be able to rent the space but they would remodel and renovate the space they would need. They said they could come to a meeting to discuss what they do but it would need to be in closed session. Comments and discussion ensued including exchanging services such as waving or reducing dispatch fees, concerns over giving out free space, and configuring space that might not appeal to potential future paid tenants. There was also discussion regarding potential safety/security issues with a gang task force being a targeted group. Attorney Norton noted that he would need more information about what the group wants to talk about in closed session to make sure it meets criteria.

14.0 Closed Session - Motion by member Simpson, second by member Hart to go into closed session for the purpose of discussing pending litigation and imminent litigation. Roll call vote being had, the motion passed by the following vote: AYES: 8, NAYS: 0. The committee went into closed session at 1:33 p.m. and returned to open session at 2:10 p.m.

15.0 Next meeting: June 27, 2019

16.0 Adjourn – With no further business, Chair Wilke declared the meeting adjourned at 2:10 p.m.

APPROVED:

Aye Nay

Aye Nay

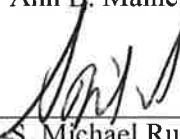


Terry Wilke, Chair

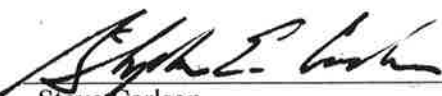


Ann B. Maine

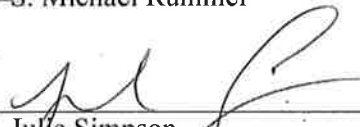
Paul Frank, Vice Chair



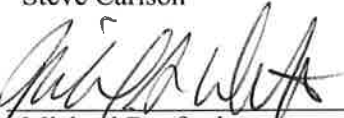
S. Michael Rummel



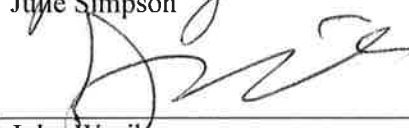
Steve Carlson



Julie Simpson



Michael Danforth



John Wasik



Sandy Hart