

**Lake County Forest Preserves
Finance Committee Minutes – August 6, 2020**

On Thursday, August 6, 2020, pursuant to Section 7(e) of the Illinois Open Meetings Act, the July 24, 2020, Gubernatorial Disaster Proclamation, the Governor’s Executive Order No. 2020-48, and the Written Determination of the Lake County Forest Preserve District President attached to the Agenda, the Finance Committee met via Audio and Video conference and at the Lake County Forest Preserve District’s General Offices.

1.0 Call to Order - Chair Terry Wilke called the meeting to order at 1:00 p.m.

2.0 Roll Call - Committee Secretary Gragnani call the roll and eight committee members responded: Terry Wilke, Chair; Paul Frank, Vice Chair; Steve Carlson, Michael Danforth, Sandy Hart, Mike Rummel, Julie Simpson, and John Wasik. Member Ann Maine arrived after the roll call.

Also Present:

Angelo Kyle, <i>President</i>	Jim Anderson	Laurel Diver
Alex Ty Kovach	Nan Buckardt	Debbie Boness
Mike Tully	Katherine Hamilton-Smith	Anamaria Chavez Stiller
Steve Neaman	Rebekah Snyder	Julie Gragnani
Mary Kann	Alex Eichman	Matt Norton, <i>Corporate</i>
John Nelson	Dan Stearns	

Motion by member Carlson, second by member Simpson to suspend the Rules of Order and Operational Procedures to the full extent necessary: a) to allow Committee members to attend this meeting in accordance with Section 7(e) of the Open Meetings Act, which allows all Committee members to attend this meeting by video or audio means and; b) to allow public comment to be made via audio or video means. Roll Call vote being had, the motion passed by the following vote: AYES: 7; NAYS: 1.

3.0 Pledge of Allegiance – Member Danforth led the Pledge of Allegiance.

4.0 Approval of Minutes – Motion by member Rummel, second by member Danforth to approve the minutes of July 9, 2020. Roll Call vote being had, the motion passed by the following vote: AYES: 8; NAYS: 0.

Member Maine joined the meeting at 1:07 p.m.

5.0 Public Comment – Chair Wilke asked if there was anyone attending who wished to provide public comment. There were no responses.

6.0 Addenda to the Agenda – None

7.0 Executive Director Report

- The federally listed Rusty Patched Bumblebee has been found at Greenbelt Forest Preserve;
- We will be opening all existing trails for bicycle access at Grassy Lake Forest Preserve;
- Received 24 responses to request for Statements of Interest for architectural services for design of a new Environmental Education Facility at the Ryerson Conservation Area;
- Virtual summer day camps have been very successful; 75% filled;
- Eligible school districts for the Gateways Grant Program are the same nine districts as last year;
- Museum staff is working on the modifications needed for reopening on August 29;

- The District submitted its reimbursement request of \$193,267.03 to the County for COVID-19 related expenses;
- The District received its \$750,000 museum grant from IDNR that had been suspended by the State;
- Bids came in for the tunnel under Route 45 at Ethel's Woods; estimate was \$4.3 million and bids came in significantly lower at \$3.3 million.

8.0 Correspondence – None

9.0 Finance

9.1 Monthly Financial Report – Finance Director Steve Neaman reviewed the financial report for the 6-month period ending June 30, 2020. He noted expenses are down about 30% from the same period last year, which will help offset revenue shortfalls.

9.2 Recommend approval of a Resolution Approving an Intergovernmental Agreement with the County of Lake for Participation in the County's Coronavirus CARES Act Municipality Reimbursement Program – Executive Director Kovach advised the Committee that the dollar amount requested for reimbursement in staff's recommendation memo was revised after the agenda was posted. The revised dollar amount is \$193,267.03. In addition, the County sent a revised agreement after the agenda was posted. The revised agreement has replaced the term "municipality" with "taxing body". Both of these revisions will be included in the documents that are presented to the full Board for approval. Finance Director Steve Neaman noted that the deadline for submission was changed to October 15, 2020 and the IGA is in effect through December 31, 2020 and Vice Chair Frank recommended that staff take a careful look to make sure all eligible expenses are captured. Roll call vote being had, the motion passed by the following vote: AYES: 9, NAYS: 0. The recommendation was forwarded to the full Board for approval.

10.0 Administration

10.1 Approve reclassification of a position – Mr. Kovach noted that with a recent promotion, staff had an opportunity to restructure the position. Motion by member Maine, second by member Wasik to approve the recommendation. Mr. Kovach responded to questions; roll call vote being had, the motion passed by the following vote: AYES: 9, NAYS: 0.

10.2 Recommend approval of a Resolution Approving Illinois Municipal Retirement Fund Benefit Protection Leave - Motion by member Rummel, second by member Wasik to approve the recommendation. Administration Director Mary Kann explained that eleven temporary employees in IMRF-eligible positions did not start their seasonal employment in April and May as anticipated due to the Covid-19 pandemic, causing their seasonal pattern of employment and earning of IMRF service credit to be broken. This approval would allow the employees to purchase their months of service to fill in the gap. Staff responded to questions; roll call vote being had, the motion passed by the following vote: AYES: 9, NAYS: 0. The recommendation was forwarded to the full Board for approval.

11.0 Operations Committee

11.1 Approve Change Order No. 1 to the Contract with ENCAP, Inc. for Plant Plug Installation at Prairie Wolf Forest Preserve, increasing the Contract Amount by \$5,314.35 – Motion by member Danforth, second by member Maine to approve the recommendation. Natural Resource Director Jim Anderson explained the types of plants included in the purchase of additional wetland plants needed to meet mitigation requirements. Roll call vote being had, the motion passed by the following vote: AYES: 9, NAYS: 0.

12.0 Old Business - None

13.0 New Business - None

14.0 Closed Session - None

15.0 Next Scheduled Meeting – September 3, 2020

Member Frank asked Director Kovach what staff's projection is for the 2020 revenue shortfall, for preparing the 2021 budget. Mr. Kovach noted that Plan A for 2021 would be a full return to business as usual. Plan B would have to include a reduction in programs to address a continued revenue shortfall until a Covid-19 vaccine is available.

16.0 Adjournment – With no further business, Chair Wilke declared the meeting adjourned at 1:34 p.m.

APPROVED:	<u>Aye</u>	<u>Nay</u>		<u>Aye</u>	<u>Nay</u>	
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Terry Wilke, 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"/>
				S. Michael Rummel		
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Steve Carlson	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
				Julie Simpson		
_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Michael Danforth	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
				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 August 21, 2020, Gubernatorial Disaster Proclamation, the Governor's Executive Orders Nos. 2020-52, and Written Determination of the Lake County Forest Preserve District President, the Finance Committee met via audio and video conference on Thursday, September 3, 2020. These minutes were approved by a Roll Call vote at that meeting:

AYES: 9 (Carlson, Danforth, Frank, Hart, Maine, Rummel, Simpson, Wasik, Wilke)
NAYS: 0

Julie Bragnani 9-3-2020
Committee Secretary