

Lake County Forest Preserve District
Joint Committee Meeting: Operations Committee; Planning Committee; Finance Committee;
June 6, 2022

On Monday, June 6, 2022, the Operations, Planning, and Finance Committees met jointly at District General Offices, 1899 West Winchester Road, Libertyville, Illinois.

1.0 Call to Order and Roll Call of each Committee – At 8:32 a.m., with a quorum present of all Committees, President Kyle convened the meeting and established electronic attendance for Commissioner Ann Maine. He then asked the Chairs to call their committees to order:

- **Operations Committee** – Chair Jessica Vealitzek called the Operations Committee to order and asked for a roll call. Present: Jessica Vealitzek, Chair; Mary Ross Cunningham, Vice Chair; Jennifer Clark, Ann Maine, Steve Snarski, Terry Wilke. Absent: Catherine Sbarra
- **Planning Committee** – Chair Terry Wilke called the Planning Committee to order and asked for a roll call. Present: Terry Wilke, Chair; Marah Altenberg, Vice Chair; Carissa Casbon, Diane Hewitt, Kevin Hunter, Linda Pedersen, Gina Roberts, John Wasik. Absent: Dick Barr .
- **Finance Committee:** Chair Julie Simpson called the Finance Committee to order and asked for a roll call. Present: Julie Simpson, Chair; Carissa Casbon, Michael Danforth, Sandy Hart, Kevin Hunter, Ann Maine, Paras Parekh, John Wasik. Vice Chair Paul Frank was connected electronically and stated did not have time to submit an electronic request form due to illness. Motion by member Danforth, second by member Cunningham to allow Mr. Frank to attend electronically. Voice vote being had, the motion passed unanimously and Chair Simpson declared Vice Chair Frank present.

Also Present:

Angelo Kyle, *President*
Alex Ty Kovach
Steve Neaman
Randy Seebach
Pati Vitt
Matt Norton, *Corporate Counsel*

Julie Gragnani
Debbie Boness
Maureen Shelton
Alex Eichman
Beth Frederick

On Zoom:

Mike Tully
Nan Buckardt
John Nelson
Rebekah Snyder
John Tannahill
Mick Zawislak, *Daily Herald*

Mary Kann
Laurel Diver

2.0 Pledge Of Allegiance – Member Hunter led the Pledge of Allegiance.

3.0 Addenda to the Agenda – None

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

5.0 Executive Director Comments – Executive Director Kovach reported on the following:

- The Borland and Cramer cabins successfully disassembled and removed from Ryerson Woods;
- A social media outlet that ranks golf courses recently ranked ThunderHawk Golf Club #1 in the state among all courses in the “under \$100” category and #3 among all courses where price was not a factor;
- President Kyle and staff attended the NACPRO award ceremony to receive the award for the *Our Voice is Black History* exhibit;
- The in-person Native Plant Sale, held at Independence Grove on May 7 - 8, was a huge success;
- Science Explorers in Nature STEM program is starting this month with students from six communities;
- Commissioners invited to a special gathering celebrating the renaming of Manitou Creek on June 21, 6:30 pm at Shelter D at Nippersink;

- Dunn Museum staff attended the Alliance of American Museum conference and had a booth to promote our traveling *Marvelocity* exhibit;
- Annual Volunteer Recognition event at Independence Grove North Bay Pavilion on Friday, July 8;
- aQity Research & Insights has launched a Countywide Attitude and Interest survey;
- President Kyle approved facility rental fee waiver for North Shore Gas event at Greenbelt;
- Preservation Foundation received a \$100,000 pledge to support the endowment campaign;
- Recent donations to Annual Fund: Valent Biosciences and Hollister.

6.0 Correspondence – None

7.0 New Business – All Committees:

7.1 Recommend approval of Resolution adopting Annual Budget Policies and Annual Strategic Action Plan for fiscal year ending December 31, 2023:

- **Operations Committee** – Motion by Vice Chair Cunningham, second by member Clark 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, 2022.
- **Planning Committee** - Motion by member Casbon, second by Vice Chair 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, 2022.
- **Finance Committee** - Motion by member Casbon, second by member Hunter 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, 2022.

Finance Director Steve Neaman reviewed and explained revisions made to each page and responded to questions from Commissioners. During review of page 8, section 6.6.1, member Maine requested that the Rules Committee meet to consider amending this section, which was taken from the District’s Rules of Order and Operational Procedures with regards to notifying other standing committees in a timely manner.

During the presentation the committees discussed legislation to raise the state statute’s maximum tax rate on Page 11 of the Strategic Action Plan – Organizational Sustainability, 1.1.1 and agreed that the language should be amended. Attorney Norton proposed the following amendment: “Pursue legislative action to amend the Downstate Forest Preserve Act to increase the statute’s maximum corporate tax rate from .06% to not more than .08% and to increase the statute’s maximum development tax rate from .025% to not more than .045%.”

- **Planning Committee** – Motion by Chair Wilke, second by member Roberts to amend.
- **Operations Committee** – Motion by member Maine, second by member Clark to amend.
- **Finance Committee** – Motion by member Hart, second by member Parekh to amend.

There were additional questions and comments. Attorney Norton proposed amending the amendment and the committees voted to amend the amendment as follows:

- **Finance Committee** – Motion by member Danforth, second by member Maine to amend the amendment, adding a sentence at the end of the amendment: “Any tax increase from such increased rates must be approved by referendum.” Roll call vote being had, the motion passed by a vote of: AYES: 9, NAYS: 0.
- **Planning Committee** – Motion by Vice Chair Altenberg, second by member Roberts to amend the amendment, adding a sentence at the end of the amendment: “Any tax increase from such increased rates must be approved by referendum.” Roll call vote being had, the motion passed by a vote of: AYES: 8, NAYS: 0.
- **Operations Committee** – Motion by member Clark, second by Vice Chair Cunningham to amend the amendment, adding a sentence at the end of the amendment: “Any tax increase from such increased rates

must be approved by referendum.” Roll call vote being had, the motion passed by a vote of: AYES: 6, NAYS: 0.

The committees then voted to approve the amended amendment as follows: “Pursue legislative action to amend the Downstate Forest Preserve Act to increase the statute’s maximum corporate tax rate from .06% to not more than .08% and to increase the statute’s maximum development tax rate from .025% to not more than .045%. Any tax increase from such increased rates must be approved by referendum.”

- **Operations Committee** – On the motion to approve the amendment (as amended), with a roll call vote being had, the motion passed by a vote of: AYES: 6, NAYS: 0.
- **Planning Committee** – On the motion to approve the amendment (as amended), with a roll call vote being had, the motion passed by a vote of: AYES: 7, NAYS: 1.
- **Finance Committee** – On the motion to approve the amendment (as amended), with a roll call vote being had, the motion passed by a vote of: AYES: 8, NAYS: 1.

On the main motions to recommend approval of Resolution adopting Annual Budget Policies and Annual Strategic Action Plan for fiscal year ending December 31, 2023 (as amended):

- **Operations Committee** – On the motion to approve the amendment (as amended), with a roll call vote being had, the motion passed by a vote of: AYES: 6, NAYS: 0.
- **Planning Committee** – On the motion to approve the amendment (as amended), with a roll call vote being had, the motion passed by a vote of: AYES: 7, NAYS: 1.
- **Finance Committee** – On the motion to approve the amendment (as amended), with a roll call vote being had, the motion passed by a vote of: AYES: 8, NAYS: 1.

The Resolution was forwarded to the full Board for approval.

7.2 Recommend approval of Ordinance approving the 10-Year Capital Improvement Plan for the 2023 Fiscal Year Budget, amending the Budget and Capital Improvement Plan for Fiscal Year 2022 and designating surplus debt service funds for capital improvements:

- **Operations Committee** – Motion by member Clark, second by member Snarski to recommend approval of a Resolution approving the 10-Year Capital Improvement Plan for the 2023 Fiscal Year Budget, amending the Budget and Capital Improvement Plan for Fiscal Year 2022 and designating surplus debt service funds for capital improvements.
- **Planning Committee** – Motion by member Roberts, second by Vice Chair Altenberg to recommend approval of a Resolution approving the 10-Year Capital Improvement Plan for the 2023 Fiscal Year Budget, amending the Budget and Capital Improvement Plan for Fiscal Year 2022 and designating surplus debt service funds for capital improvements.
- **Finance Committee** – Motion by member Hunter, second by member Wasik to recommend approval of a Resolution approving the 10-Year Capital Improvement Plan for the 2023 Fiscal Year Budget, amending the Budget and Capital Improvement Plan for Fiscal Year 2022 and designating surplus debt service funds for capital improvements.

Mr. Kovach gave a presentation, explaining the goals of the CIP including being balanced for 10 years, and the fund balances are met in year 10. Projects are aligned with the 2025 Strategic Plan and will have no to minimal operating costs and will be leveraged with available grants and donations. The presentation included the overall strategy and project rationale, sources of funds, needs for existing infrastructure, habitat restoration, reforestation, repair of roads and parking, and facility and infrastructure improvements.

Mr. Kovach summarized projects completed and removed from the list, summarized adjustments to existing funded projects, and explained the projects being recommended to be added and funded in the CIP. A lengthy discussion ensued regarding the \$1.4 million net-zero golf cart storage facility at Countryside Golf Club and

whether to move to electric golf carts. Director Kovach clarified that this funding would not be incurred until 2024. Director Kovach completed his presentation by reviewing the recommended 2022 CIP amendments, breakdown of the \$7 million in requested adjustments to the 2022 and 2023 CIP, funds leveraged with grants, donations and IGA's, and recommended changes to the Unfunded CIP list. He responded to additional questions and discussion continued.

- **Planning Committee** – Motion by member Hunter, second by member Casbon to amend the CIP, to remove the golf cart storage facility from the CIP for a separate discussion. Voice vote being had, the motion passed unanimously.
- **Operations Committee** – Motion by Vice Chair Cunningham, second by member Snarski to amend the CIP, to remove the golf cart storage facility from the CIP for a separate discussion. Voice vote being had, the motion passed unanimously.

Additional discussion ensued regarding golf and funding the golf cart storage facility project. Director Kovach noted that the project could be moved to the Unfunded Projects list rather than removed from the CIP. Following discussion:

- **Finance Committee** – Motion by member Hunter, second by member Danforth to amend the amendment, to move the golf cart storage facility to the Unfunded Projects list. Roll call vote being had, the motion passed by a vote of: AYES: 9, NAYS: 0.
- **Finance Committee** – Motion by member Hunter, second by member Danforth to approve the amendment as amended. Voice vote being had, the motion passed unanimously.

Attorney Norton explained the District's Rules and there was a consensus of the Operations and Planning committees that they did not need to make and vote on another amendment to be identical to Finance's amendment. The Finance Committee's amendment would prevail and be presented to the Board.

- **Operations Committee** – On the main motion to approve (as amended), voice vote being had, the motion passed unanimously.
- **Planning Committee** – On the main motion to approve (as amended), voice vote being had, the motion passed unanimously.
- **Finance Committee** – On the main motion to approve (as amended), voice vote being had, the motion passed unanimously.

The Resolution was forwarded to the full Board for approval.

President Kyle turned the meeting over to Operations Committee Chair Vealitzek.

8.0 New Business – Operations Committee:

8.1 Motion to (i) release Committee closed session minutes, (ii) retain as confidential all other Committee closed session minutes not previously released, and (iii) delete Verbatim Recordings in accordance with the Open Meetings Act and the District's Policy on Closed Meeting Minutes and Verbatim Records, as provided in Exhibit 1 to staff memo dated June 6, 2022 – Motion by member Wilke, second by member Clark to approve the motion. Voice vote being had, the motion passed unanimously.

9.0 Miscellaneous Business – Operations Committee

10.0 Adjournment - Operations Committee: With no further business, Chair Vealitzek noted that the next meeting was scheduled for June 27, 2022 and declared the committee adjourned at 11:40 a.m.

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

11.0 New Business – Planning Committee:

11.1 Approve a motion to (i) release Committee closed session minutes (ii) retain as confidential all other Committee closed session minutes not previously released and (iii) delete Verbatim Recordings in accordance with the Open Meetings Act and the District’s Policy on Closed Meeting Minutes and Verbatim Records, as provided in Exhibit 1 to staff’s memo dated June 6, 2022 – Motion by member Wasik, second by Vice Chair Altenberg to approve the motion. Voice vote being had, the motion passed unanimously.

11.2 Recommend approval of a Resolution approving a License Agreement with Libertyville Fire Protection District for an emergency warning siren and utility pole on District property near the entrance of Old School Forest Preserve – Motion by member Roberts, 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.

11.3 Recommend approval of a Resolution approving a Temporary Easement with County of Lake for Sanitary Sewer Improvements at Rollins Savanna Forest Preserve - Motion by member Wasik, second by member Hewitt 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.

11.4 Recommend approval of a Resolution awarding a Contract for Construction Administration Services for Phase I of the Education Facility at Edward L. Ryerson Conservation Area to Lake Flato Architects, in the Contract Price of \$210,000.00 - Motion by Vice Chair Altenberg, second by member Casbon 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 Miscellaneous Business – Planning Committee: None

13.0 Adjournment – Planning Committee: With no further business, Chair Wilke noted that the next meeting was scheduled for June 27, 2022 and declared the committee adjourned at 11:44 a.m.

14.0 New Business – Finance Committee:

14.1 Approve Minutes from May 5, 2022 – open and closed sessions – Motion by member Casbon, second by member Wasik to approve Minutes from May 5, 2022, open and closed sessions. Voice vote being had, the motion passed unanimously and the minutes were circulated for signatures.

14.2 Monthly Financial Report – Finance Director Steve Neaman summarized the financial report for period ending April 30, 2022.

14.3 Approve a motion to (i) release Committee closed session minutes, (ii) retain as confidential all other Committee closed session minutes not previously released, and (iii) delete Verbatim Recordings in accordance with the Open Meetings Act and the District’s Policy on Closed Meeting Minutes and Verbatim Records, as provided in Exhibit 1 to staff memo dated June 6, 2022 - Motion by member Hart, second by member Wasik to approve the motion. Voice vote being had, the motion passed unanimously.

14.4 Recommend approval of a Resolution approving a one-year extension to the Contract for Auditing Services with Baker Tilly Virchow Krause, LLP for District and Preservation Foundation for the FY2022 audit, in the amount of \$64,410.00 - Motion by member Hunter, second by member Hart 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.

15.0 Miscellaneous Business – Finance Committee: None

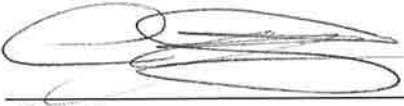
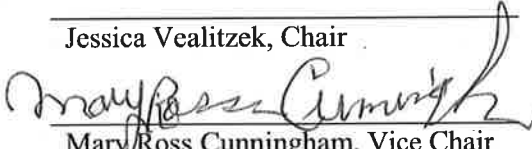
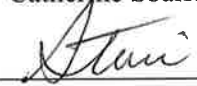
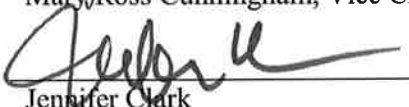


16.0 Closed Session: Motion by member Hart, second by member Hunter to go into closed session for the purpose of discussing pending litigation, and probable or imminent litigation. Roll call vote being had, the motion passed by a vote of AYES: 8, NAYS: 0. The committee went into closed session at 11:54 a.m. and returned to open session at 12:14 p.m.

17.0 Potential Action following Closed Session: None

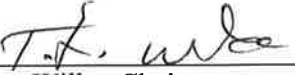

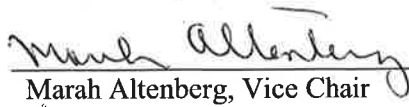
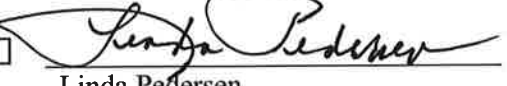


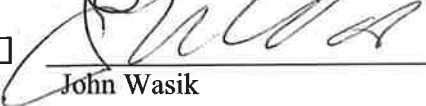

18.0 Adjournment - Finance Committee – With no further business, Chair Simpson declared the Finance Committee adjourned at 12:14 p.m.

APPROVED:

OPERATIONS COMMITTEE:

	AYE	NAY		YEA	NAY
_____ Jessica Vealitzek, Chair	<input type="checkbox"/>	<input type="checkbox"/>	 _____ Catherine Sbarra	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Mary Ross Cunningham, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ Steve Snarski	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Jennifer Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ Terry Wilke	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Ann B. Maine	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

PLANNING COMMITTEE:


	AYE	NAY		AYE	NAY
 _____ Terry Wilke, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ J. Kevin Hunter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Marah Altenberg, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	 _____ Linda Pedersen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Dick Barr	<input type="checkbox"/>	<input type="checkbox"/>	 _____ Gina Roberts	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Carissa Casbon	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ John Wasik	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Drane Hewitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

APPROVED:

FINANCE COMMITTEE:



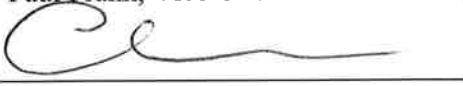
Julie Simpson, Chair



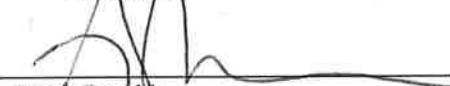
J. Kevin Hunter

Paul Frank, Vice Chair

Ann B. Maine




Carissa Casbon



Paras Parekh

Michael Danforth



John Wasik

Sandy Hart