

**Lake County Forest Preserve District**  
**Joint Committee Meeting: Operations Committee; Planning Committee; Finance Committee.**  
**June 3, 2024**

On Monday, June 3, 2024, 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 8:30 a.m., President Kyle convened the joint meeting and asked each Chair to call their committees to order:

- **Operations Committee** – Chair Jessica Vealitzek called the Operations Committee to order and asked for a roll call. Present: Chair Vealitzek, Vice Chair Mary Ross Cunningham, Jennifer Clark, Michael Danforth, Adam Schlick, John Wasik. With six members present, a quorum of the Operations Committee was confirmed. Member Sarah Knizhnik arrived just after the roll call.
- **Planning Committee** – Chair Paras Parekh called the Planning Committee to order and asked for a roll call. Present: Chair Parekh, Vice Chair Carissa Casbon, Marah Altenberg, Kevin Hunter, Linda Pedersen, John Wasik. With six members present, a quorum of the Planning Committee was confirmed. Absent: Esiah Campos
- **Finance Committee:** Chair Gina Roberts called the Finance Committee to order and asked for a roll call. Present: Chair Roberts, Vice Chair Paul Frank, Michael Danforth, Diane Hewitt, Sarah Knizhnik. With five members present, a quorum of the Finance Committee was confirmed. Member Sandy Hart arrived at 8:37 a.m. Absent: Ann Maine

**Also Present:**

Angelo Kyle, *President*

Alex Ty Kovach, *Executive Director*

Betsy Gates-Alford, *Corporate Counsel*

John Nelson, *Chief Operations Officer*

Steve Neaman

Mary Kann

Alex Eichman

Alyssa Firkus

Dan Stearns

Kevin Kleinjan

Pati Vitt

Ron Davis

Erika Stergos

Laurel Diver

Debbie Boness

Beth Frederick

Lisa Roberts

Jeanna Martinucci

Kim Mikus Croke

Mike Zahalka

Julie Gagnani

Maureen Shelton

Mick Zawislak, *Daily Herald*

**2.0 Pledge Of Allegiance** – Commissioner Schlick led the Pledge of Allegiance.

**3.0 Addenda to the Agenda** – None

**4.0 Public Comment** – None

**5.0 Executive Director Comments** – Executive Director Kovach reported on the following and responded to questions:

- IAPD cards and updated contact lists were distributed;
- As of May 29<sup>th</sup>, 572 donors have committed \$8,332,270 to the Foundation endowment;
- \$1,300,000 for restoration work at Gander Mountain has been included in Rep. Schneider’s Community Project Funding;
- Natural Resource staff has begun working with the Conservation Dogs Collective to find Blanding’s Turtles and bumble nests;
- Recent meeting with McHenry County Conservation District ecologists at Glacial Park;
- Recent Natural Resources Volunteer Picnic at Half Day Forest Preserve;
- Restoration funded by Illinois Clean Energy grant at Heron Creek Forest Preserve;
- Presentation to Lake County Audubon Society on Buckthorn Eradication program effect on birds;

- Managing Healthy Landscapes exhibit at the Dunn Museum will travel to the Operations Facility;
- Annual Native Plant Sale profit was over \$28,000 and sold out the first day;
- Robotic mower and golf ball picker have been installed at Countryside Golf Club;
- Dunn TV channel on YouTube; and CicadaFest 2024 at Ryerson on June 9<sup>th</sup>;
- Recap of An Evening with Joel Sartore event for the endowment campaign; donations still coming in;
- Beer Garden opening weekend; first Beer Fest held on May 31<sup>st</sup>;
- Summer issue of Horizons magazine is now online;
- Wilmot Woods Oak Spring Road Canoe Launch update; bridge replacement on June 8<sup>th</sup>;
- Concerts in the Plaza music series on Tuesdays June 11 through August 6;
- Review of the process for fee waivers granted by the District president.

## 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, 2025: Mr. Kovach made opening remarks and Finance Director Steve Neaman reviewed the revisions made to each page of the document, and responded to questions regarding cash flow and reserve amounts in the fund balance. There were no other suggested revisions to the Budget Policies.

During the presentation, Commissioner Danforth left the room at 9:00 a.m.

Mr. Neaman then reviewed revisions to the 2025 Strategic Action Plan. Staff responded to questions regarding diversity programs and the status of the Adlai Stevenson Home. On Page 13, Item 10.4, Chair Vealitzek requested to delete the first clause of the sentence so that it reads: “All new and renovated facilities shall achieve Net-Zero energy performance, producing as much energy as they use over the course of the year.” A general discussion ensued on the pros and cons. Mr. Kovach recommended rephrasing the sentence to essentially read “All new and, when practical, renovated facilities, shall achieve Net-Zero energy performance . . .”. There were no objections to Mr. Kovach’s recommendation and the revised language will be included for full Board approval.

On Page 16, Item 7.10, Chair Vealitzek asked about alternatives being considered to conventional farming. A discussion ensued; Natural Resource Director Pati Vitt noted that most alternatives are longer-termed investments that what the District would want to get into for land intended to be naturally restored. Director Kovach added that farming is an interim land use for the District until it can be restored. Member Wasik noted that land stewardship includes practices such as no-till and erosion control, and phosphorus reduction; and felt that stronger language is needed somewhere, likely in the Strategic Plan.

Chair Vealitzek requested a new item be added on Page 10 Leadership, para. 2 Operational Efficiency, to lay out prioritizing capital investments to those that will reduce emissions; or operating in a sustainable manner that reduces emissions such as vehicle idling, no purchase of single-use plastics. A discussion ensued; Mr. Kovach felt that the Decennial Committee is working on that, however, a new item 2.6 could be added to reflect that the District will develop a framework for a long-term sustainability plan. There were no objections to this addition. Staff will add this language for full Board approval.

Following discussion, there was a motion from each committee to recommend approval including the two changes discussed that staff will incorporate for Board approval:

- **Operations Committee** – Motion by Clark, second by Cunningham to recommend approval of a Resolution adopting the Annual Budget Policies and Annual Strategic Action Plan for the budget year ending December 31, 2025 as amended. Voice vote being had, the motion passed unanimously.

- **Planning Committee** - Motion by Casbon, second by Altenberg to recommend approval of a Resolution adopting the Annual Budget Policies and Annual Strategic Action Plan for the budget year ending December 31, 2025 as amended. Voice vote being had, the motion passed unanimously.
- **Finance Committee** - Motion by Frank, second by Hewitt to recommend approval of a Resolution adopting the Annual Budget Policies and Annual Strategic Action Plan for the budget year ending December 31, 2025 as amended. Voice vote being had, the motion passed unanimously.

The Resolution was forwarded to the full Board for approval.

7.2 Recommend approval of a Resolution providing for and requesting the submission of the proposition of issuing General Obligation Bonds to the voters of the Lake County Forest Preserve District, Lake County, Illinois in an amount not to exceed \$155,000,000 at the general election to be held on November 5, 2024 -

Mr. Kovach explained that the high level results from the survey were very comparable to the 2008 survey, indicating that preliminary results were nearly 66% favorable responses that a referendum would pass at this amount. Mr. Kovach responded to questions and Finance Director Neaman noted that the impact on a \$300,000 home would be \$32.97 at current estimate.

There was a motion from each committee to recommend approval:

- **Operations Committee** – Motion by Knizhnik, second by Wasik to recommend approval of a Resolution providing for and requesting the submission of the proposition of issuing General Obligation Bonds to the voters of the Lake County Forest Preserve District in an amount not to exceed \$155,000,000 at the general election to be held on November 5, 2024. Voice vote being had, the motion passed unanimously.
- **Planning Committee** – Motion by Casbon, second by Altenberg to recommend approval of a Resolution providing for and requesting the submission of the proposition of issuing General Obligation Bonds to the voters of the Lake County Forest Preserve District in an amount not to exceed \$155,000,000 at the general election to be held on November 5, 2024. Voice vote being had, the motion passed unanimously.
- **Finance Committee** – Motion by Hart, second by Frank to recommend approval of a Resolution providing for and requesting the submission of the proposition of issuing General Obligation Bonds to the voters of the Lake County Forest Preserve District in an amount not to exceed \$155,000,000 at the general election to be held on November 5, 2024. 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 and Finance Committee:**

8.1 Recommend approval of a Resolution awarding a two-year Contract for Printing and Distribution of eight issues of Horizons Magazine to Dreamworks Graphic Communications, LLC, in the Contract Price of \$198,216.00 – Operations Committee: Motion by Clark, second by Cunningham to recommend approval.

Executive Director Kovach summarized the contract and with a voice vote being had, the motion to recommend approval passed unanimously. **Finance Committee** – Motion by Frank, second by Knizhnik to recommend approval of the Resolution. Voice vote being had, the motion passed unanimously, and the Resolution was forwarded to the full Board for approval.

8.2 Recommend approval of a Resolution awarding a Contract to purchase a 2025 Kruz Terminator Quarter Frame Dump Trailer to Leach Enterprises, Inc., in the Contract Price of \$66,629.61 - Operations Committee: Motion by Cunningham, second by Wasik to recommend approval.

Executive Director Kovach summarized the recommendation and Facilities Director Dan Stearns noted that the two lowest bids were found to be non-conforming and Leach Enterprises would be awarded the contract. There were no questions and with a voice vote being had, the motion passed unanimously. **Finance Committee:** Motion

by Frank, second by Knizhnik to recommend approval. Voice vote being had, the motion passed unanimously and the Resolution was forwarded to the full Board for approval.

**9.0 Miscellaneous Business – Operations Committee** – Commissioner Frank asked what the District’s role is in developing signage to protect wildlife in areas adjacent to preserves. Chief Operations Officer Nelson noted that whoever has jurisdiction of the road is the entity staff would need to work with. Mr. Frank also asked about wildlife crossings and Mr. Nelson commented. Commissioner Wasik asked about a pedestrian tunnel across Washington Street into Rollins Savanna; Planning Director Kleinjan responded that LCDOT looked into it and determined it didn’t make the cut for grant funding for an underpass. Mr. Wasik asked staff to explore options.

**10.0 Adjourn Operations Committee** – Chair Vealitzek adjourned the Operations Committee at 9:50 a.m. and President Kyle turned the meeting over to Finance Chair Roberts.

**11.0 New Business – Finance Committee:**

11.1 Approve a motion to (i) release certain Committee closed session minutes, (ii) retain as confidential all other Committee closed session minutes not previously released, and (iii) delete verbatim recordings of certain open sessions and closed sessions of meetings, in accordance with the Open Meetings Act, as provided in Exhibit 1 to staff’s memo dated June 3, 2024 - Motion by Hewitt, second by Hart. Voice vote being had, the motion passed unanimously.

11.2 Approve a Temporary Residential License Agreement with a wildlife monitoring technician working contractually for the District – Motion by Hart, second by Knizhnik to approve. Voice vote being had, the motion passed unanimously.

11.3 Recommend approval of an Ordinance adding Personnel Policy 4.14 – Organ Donation Leave; and approve the Procedures Section of Personnel Policy 4.14 – Motion by Hart, second by Knizhnik to recommend approval. Administration Director Mary Kann summarized the recommendation. Voice vote being had, the motion passed unanimously, and the Resolution was forwarded to the full Board for approval.

11.4 Recommend approval of an Ordinance deleting Personnel Policy 11.4 – Physical Fitness Test - Motion by Frank, second by Knizhnik to recommend approval. Director Kann summarized the recommendation. Voice vote being had, the motion passed unanimously, and the Resolution was forwarded to the full Board for approval.

11.5 Recommend approval of a Resolution awarding a Contract for Strategic Communication and Endowment Campaign Support to Bold Bison, LLC in an amount not to exceed \$40,000.00 - Motion by Knizhnik, second by Hart to recommend approval. Executive Director Kovach summarized the recommendation and responded to questions. Voice vote being had, the motion passed unanimously, and the Resolution was forwarded to the full Board for approval.

11.6 Policy direction regarding draft revisions to the District’s Purchasing Policy establishing an apprenticeship program requirement for contractors bidding on public works contracts – Director Kovach reviewed the draft revisions as previously presented to the Finance Committee. This requirement is for construction projects. Natural Resource Director Pati Vitt noted that Openlands is looking at developing an apprenticeship program for restoration. The committee discussed and gave direction on the following:

- Whether the required apprenticeship program must be the Dept. of Labor’s program, or if alternative programs would be considered. There was consensus that the Department of Labor apprenticeship program would be easier to enforce than trying to quantify whether another training program suffices.
- Whether all subcontractors of the general contractor must participate in a qualified program, or whether a percentage of subcontractors (or subcontractors representing a certain percentage of the contract price) would suffice. There was consensus that yes, all subcontractors must participate at contract amounts of

\$30,000 and above.

- Whether to include a price differential as grounds for waiver (at 10% or any other level). The consensus of the committee was yes, and at 10%.
- The timing of when any waivers would be considered and approved. The committee's consensus was to consider and approve waivers at the time the contract is being presented for approval, to avoid delays.
- Whether intergovernmental and cooperative purchasing contracts should be exempted. Staff recommended they should be exempted and the committee agreed.

Attorney Gates-Alford responded to additional questions; Other Commissioners present provided comments and Chair Roberts requested that the Finance Committee receive an update every few months on the program to see how the program is going and determine if any modifications would need to be made.

**12.0 Miscellaneous Business – Finance Committee - None**

**13.0 Closed Session - None**

**14.0 Potential Action following Closed Session - None**

**15.0 Adjourn Finance Committee** – Director Kovach announced that the Committee meeting scheduled for June 6, 2024 will be canceled. Chair Roberts noted that the next meeting will be August 8, 2024 and adjourned the committee at 10:17 a.m.

**16.0 New Business – Planning Committee:**

16.1 Approve Minutes of May 6, 2024 open and closed sessions – Motion by Altenberg, second by Casbon to approve. Voice vote being had, the motion passed unanimously and the minutes were circulated for signatures.

16.2 Approve a motion to (i) release certain Committee closed session minutes, (ii) retain as confidential all other Committee closed session minutes not previously released, and (iii) delete verbatim recordings of certain open sessions and closed sessions of meetings, in accordance with the Open Meetings Act, as provided in Exhibit 1 to staff's memo dated June 3, 2024 – Motion by Wasik, second by Hunter; voice vote being had, the motion passed unanimously.

16.3 Policy direction regarding negotiations for an Intergovernmental Agreement with the Village of Lindenhurst for the Rose Tree Lane Drainage Outfall Project at McDonald Woods – Chief Operations Officer John Nelson showed the project site on a map and explained that over time, stormwater flows have significantly eroded the storm sewer pipe area and downstream in the channel within McDonald Woods, impacting the water quality of the lakes in McDonald Woods, which then flows to Mill Creek and the Des Plaines River. The erosion has caused some sections of the storm sewer pipe to fail and threatens to erode further south toward two residences on Rose Tree Lane. In 2022 the District and Village of Lindenhurst retained an engineer to study the area and develop plans to submit for grant funding. In 2023 a grant application to Lake County Stormwater Management Commission and the project has been included in the most recent round of projects and could be a \$695,000 grant opportunity. Mr. Nelson provided details regarding the 15% match on the grant. Staff requested policy direction on whether to continue coordinating with the Village to negotiate and prepare an intergovernmental agreement for the project. Mr. Nelson responded to questions and a general discussion ensued. The consensus of the committee was to proceed with negotiations for an IGA.

16.4 Recommend approval of a Resolution awarding a Contract for Site Improvements at the General Offices to Chicagoland Paving Contractors, Inc., in the Contract Price of \$615,000.00 – Motion by Casbon, second by Hunter to recommend approval. Planning Director Kevin Kleinjan summarized the project using a

map. The project scope includes repaving the parking lot, corrections to deficient drainage conditions, and upgrades to the parkway, sidewalks, pathway and other site amenities including ADA accessibility improvements. Mr. Kleinjan responded to questions and a general discussion ensued regarding reducing paved surfaces, natural drainage, and the investment of this type on a building the District doesn't intend to keep long-term. Director Kovach noted that the existing parking lot has reached the end of its life cycle and the lot is already right-sized for the building with the existing number of parking spaces. With a voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

16.5 Recommend approval of a Resolution awarding a Contract for New Electric Service at Lakewood Forest Preserve to ComEd, an Exelon Company, in the Contract Price of \$100,095.81 - Motion by Altenberg, second by Hunter to recommend approval. Director Kleinjan summarized the contract for electric service required at Lakewood from the new maintenance facility to other interior locations. With a voice vote being had, the motion passed unanimously and the recommendation was forwarded to the full Board for approval.

17.0 **Miscellaneous Business – Planning Committee:** None




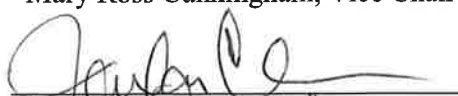

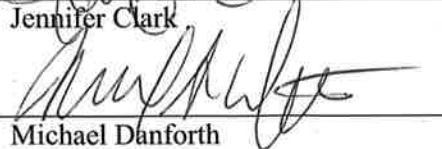
18.0 **Closed Session –** Motion by Casbon, second by Hunter to go into closed session for the purpose of discussing the purchase or lease of real property. Roll call vote being had, the motion passed by a vote of: AYES: 6, NAYS: 0. The Committee went into closed session at 10:37 a.m. and returned to open session at 11:05 a.m.

19.0 **Potential Action following Closed Session -** None

20.0 **Adjournment – Planning Committee:** With no further business, Chair Parekh noted that the next meeting is scheduled for August 5, 2024 and adjourned the meeting at 11:06 a.m.


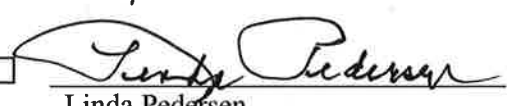
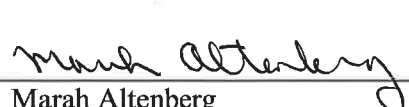

**APPROVED:**

**OPERATIONS COMMITTEE:**


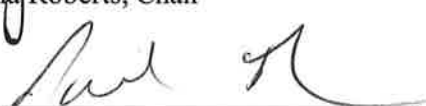
	AYE	NAY		YEA	NAY
 _____ Jessica Vealitzek, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ Sara Knizhnik	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Mary Ross Cunningham, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ Adam Schlick	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Jennifer Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ John Wasik	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Michael Danforth	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____ 	<input type="checkbox"/>	<input type="checkbox"/>

**APPROVED:**

**PLANNING COMMITTEE:**

	AYE	NAY		AYE	NAY
_____ Paras Parekh, Chair	<input type="checkbox"/>	<input type="checkbox"/>	 _____ J. Kevin Hunter	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Carissa Casbon, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	 _____ Linda Pedersen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Marah Altenberg	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ John Wasik	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Esiah Campos	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>

**FINANCE COMMITTEE:**

 _____ Gina Roberts, Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ Diane Hewitt	<input checked="" type="checkbox"/>	<input type="checkbox"/>
 _____ Paul Frank, Vice Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	 _____ Sara Knizhnik	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Michael Danforth	<input type="checkbox"/>	<input type="checkbox"/>	 _____ Ann B. Maine	<input checked="" type="checkbox"/>	<input type="checkbox"/>
_____ Sandy Hart	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>	<input type="checkbox"/>