1.0 CALL TO ORDER
The Regular Monthly Meeting of the Board of Trustees of the McHenry County Conservation District was called to order at 7:02 p.m. by President Barrett on the evening of Thursday, March 15, 2018 at the Brookdale Administrative Offices, 18410 US Highway 14, Woodstock, Illinois 60098.

2.0 ROLL CALL
2.1 Roll Call
Trustees Present: Steve Barrett, President
Dave Kranz, Vice President
Vern Scacci, Secretary
Dave Brandt, Trustee
Carolyn Campbell, Trustee

Trustee Absent: Pete Merkel, Treasurer
John Henning, Trustee

Counsel & Staff Present: Robert “Bob” Nowak,
James D. Rock, Legal Counsel
Elizabeth S. Kessler, Executive Director
John Kremer, Director of Operations & Public Safety
Andy Dylak, Director of Administration & Finance
Ed Collins, Director of Land Preservation & Natural Resources
Wendy Kummerer, Marketing & Communications Manager
Anne Basten, Executive Assistant
John Berg, Facilities Manager
Deb Chapman, Educational Services Manager
Sarah Denham, Wildlife Resource Center Manager
Jeff Diedrick, Police Chief
Jenny Heider, Human Resource Manager
Amy Peters, Planning Manager
Val Siler, Land Preservation Manager
Perry Weborg, Sites & Fleet Manager
Brad Woodson, Natural Resource Manager
Jean Gerstbrein, Accounting Supervisor
Ben O’Dea, Sites Supervisor

Others Present: Renee Christensen, Cary

3.0 PLEDGE OF ALLEGIANCE
President Barrett led the Pledge of Allegiance.
4.0 CONSERVATION ETHIC
President Barrett read Goal #6 and Vice President Kranz read Goal #2 aloud.

5.0 PUBLIC COMMENTS
Renee Christensen of Cary, attended the public meeting on the Farm to Table proposal for Pichen and stated that she thought there should have been more transparency from the beginning and that more neighbors should have been notified.

6.0 PRESENTATIONS
President Barrett congratulated Director of Administration and Finance Dylak and his staff for the award. Director Dylak thanked Accounting Supervisor Gerstbrein for the improvements to the processes over the last four years.

6.2 Park District Risk Management Agency (PDRMA) - 2017 Loss Control Review
President Barrett congratulated the staff for carrying out their jobs carefully and for doing exceptionally well with the 2017 Loss Control Review.

7.0 COMMITTEE ASSIGNMENTS & REPORT
7.1 Trustee Reports on Conferences & Meetings Attended
7.1a Fox River Ecosystem Partnership
Trustee Campbell reported that no meeting had been held.

7.1b Chicago Metropolitan Agency for Planning (CMAP)
Director of Land Preservation and Natural Resources Collins reported that CMAP has moved into the comment stage for the beyond 2040 planning. There were several more hours of meetings on the natural resources portion as they are trying to dovetail climate change with transportation through the Green Infrastructure planning.

7.1c Chicago Wilderness
Executive Director Kessler stated there have been no new updates but the next Executive Council Meeting will be held on April 18 at CMAP in Chicago, IL.

7.1d Agricultural Conservation Easement and Farmland Protection Commission
Trustee Henning was not present to report.

7.1e McHenry County Farm Bureau
Trustee Henning was not present to report.
7.1f IACFPD/IAPD/NRPA
There was no new report on any of these groups.

7.1g McHenry County Conservation Foundation
Trustee Brandt reported that there had been four meetings of the Foundation since the last Board meeting. They have been working on: creating a development plan through National Association of Park Foundations; creating the framework for a MOU with the District for the Foundation Director; updating member contact information; development of board members; and launch of the Join the Journey campaign for establishing a one million dollar endowment.

7.1h McHenry County Council of Governments
President Barrett and Secretary Scacci attended the February meeting. President Barrett spoke with County Board Member Chris Christensen. Secretary Scacci spoke with representatives of the Village of Cary and the Visit McHenry County staff who are both excited about the glamping proposal.

7.1i Green Drinks Crystal Lake
Vice President Kranz reported that Trustee Brandt was also in attendance for a presentation on the Fox River by Gary Swick and Gary Mechanic of Friends of the Fox.

7.1j Conservation Congress 2018
Trustee Brandt reported that the steering committee had discussed the executive summary of the discussions and noted that the group liked switching up after lunch but wanted more time for extended conversations and socializing.

Executive Director Kessler reported that Dr. Kevin Roth’s full article on the benefits of parks and recreation came out in the most recent NRPA publication noting that Illinois is #2 in economic benefits related to parks and recreation expenditures by the public.

7.1k MAPP/MCCG Shared Services
Executive Director Kessler reported that these meetings are great for sharing information and that there is discussion on sharing of services, joint purchasing, and coordination. The meetings are funded through a grant for a two-year time period.

7.1l Other
There were no other reports.

7.2 Finance & Administrative Committee
No report.
7.3 Outreach & Advocacy Committee
No report.

8.0 COUNTY BOARD LIAISON REPORT
County Board Liaison Nowak reported that the County Committee of the Whole had met that morning and would be meeting the following Monday and were expected to approve the amendments to the UDO. He spoke about the alcohol licensing meeting and they are having the State’s Attorney’s Office review an amendment to the liquor ordinance to allow a change to a Class F license for special events. The States Attorney’s Office was not in support of adding a Class G for governmental entities.

The County has been busy with the upcoming elections and the question of combining the Recorder and Clerk’s staff into one agency and eliminating one elected official is on the ballot as well as a non-binding referendum requesting that the school districts cut their levies by 10%. County Board Liaison Nowak thanked this Board for making the cuts earlier than others.

9.0 BOARD BUSINESS - CONSENT AGENDA
9.1 Approval of Minutes
9.1a February 10, 2018 - Conservation Congress 2018
9.1b February 15, 2018 - Finance and Administrative Committee
9.1c February 15, 2018 - Outreach and Advocacy Committee
9.1d February 15, 2018 - Board of Trustees
9.2 Motion to accept the Treasurer’s Report for February 28, 2018 as presented.
9.3 Motion to authorize the Executive Director to execute the four Month-to-Month Residence License Agreements as presented through the term of April 1, 2018 through March 31, 2019.
9.4 Motion to adopt Resolution #18-07 supporting the FY 2019 Legislative Program.
9.5 Motion to adopt Resolution #18-08 authorizing the Executive Director to execute a license agreement with LL Bean for use of The Hollows and Fel-Pro RRR Conservation Areas and Prairieview Education Center for Paddle Board, Archery, and Fly Casting Classes.
9.6 Motion to award a twelve (12) month contract to Sprint of Schaumburg IL, the lowest responsible and responsive quote for the wireless service for the District for the estimated cost of $2,873.64 a month effective March 27, 2018.
9.7 Motion to award the lowest qualified bidders of Majestic Oaks Nursery, LLC of Spring Grove, IL ($16,584.60), and Possibility Place Nursery of Monee, IL ($4,240.00) for a total cost not to exceed $20,824.60 for the purchase of twelve (12) species of native trees and shrubs for reforestation projects on Conservation District sites (Bid #: 0218.08.01).
9.8 Motion to award the lowest qualified bidder, A.M. Leonard of Piqua, OH for the purchase of Vanquish Herbicide for the management of invasive plants.
weeds and brush on Conservation District sites (unit cost of $56.04 per gallon) for a total cost not to exceed $30,000 and to seek competitive quotes on the other herbicides necessary for the upcoming field season (Bid #: 0218.08.02).

9.9 Move to authorize approving job descriptions for the Social Media Specialist (Grade 14), Director of Development/Executive Director of the McHenry County Conservation Foundation (Grade 20) and changing the title of the Marketing & Communications Manager to Director of Marketing & Communications.

9.10 Motion to accept the Summary Report of the 2018 Conservation Congress conversations as presented.

A motion was made by Trustee Brandt, seconded by Trustee Campbell, to approve the Board Business-Consent Agenda items 9.1 through 9.10 as presented. A roll call vote gave the following results: Kranz-yes, Scacci-yes, Brandt-yes, Campbell-yes, Barrett-yes.

Motion passed unanimously.

10.0 OTHER BOARD BUSINESS

10.1 Approval of Bills Payable for the Month of February 2018

A motion was made by Vice President Kranz, seconded by Trustee Brandt, to approve the payment of bills as indicated on the Submission of Bills Pending Report for the month ending February 28, 2018. A roll call vote gave the following results: Scacci-yes, Campbell-yes, Kranz-yes, Brandt-yes, Barrett-yes.

Motion passed unanimously.

10.2 FY 2019 Tentative Budget & Appropriation Ordinance #18-946

Director of Administration and Finance Dylak stated that the tentative budget was basically unchanged from the preliminary numbers presented the previous month except included more details. It is a balanced budget of $9,052,769 and maintains the 25% minimum fund balance.

Director of Administration & Finance Dylak then gave an overview of the General Fund numbers and reminded the board that the Budget incorporates the abatement of the additional CPI and new development levy dollars of $210,196. He also reviewed the history of reduced levies from 2013 through 2017. He estimated that the EAV will continue to increase for 2018 and 2019, driven by the strong recovery in median residential sales over the last (6) years.

Director of Administration and Finance Dylak reviewed that the farm lease revenue was budgeted at $989,898 however the actual price of corn had closed slightly higher than expected to the benefit of the District. This budget also includes a 6.7% increase in the non-tax revenues through fees for hunting, camping, shelter and educational programs.

The operational department budgets were directed to not increase for FY 2019; this is the 10th consecutive year managers have not been able to.
increase their budgets. Additionally, employee related expenses have been reduced below the FY 2014 levels by 47% mostly through reduction in Education and Training. The non-personnel expenses have been reduced by 15% over the same time period. The direct personnel expenses include a net increase of 3.2% and include a 2% pay increase for all non-bargaining employees and the contracted increases for the bargaining employees. Six positions have been eliminated from the FY 2018 Budget which had previously been frozen within the General Fund Budget. Five positions have been added to the FY 2019 budget including: Patrol Officer, Social Media Specialist, PT Custodian, PT GIS Specialist and Director of Development/Executive Director of the McHenry County Conservation Foundation. The net Employee Insurance costs have been reduced by 2.5% with a change of insurance companies. Personnel Expenses in this budget will be at 76.7% of the General Fund.

Secretary Scacci stated his concern for continued CIP/CAMP funding by increasing personnel expenses.

Director of Administration and Finance Dylak reported that the Capital outlays had increased by $25,275 from the previous year but were still a little above half of what they were in FY 2014. The Reserve Appropriations were reduced to $100,850. This budget also includes a permanent transfer of $430,295 from the Reserves to the Debt Service Fund to cover the Pichen purchase interest through 12/31/2021.

Dedicated Accounts Capital Fund includes $2.8M for land acquisition but only $117,227 can be expended unless grants or donations, which have not yet been identified, are obtained. There is also $1.6M in “private revenue” budgeted with the same expense for Fox Bluff Improvements if an agreement is reached for the proposed camping experience proposal at the Fox Bluff Conservation Area.

Director of Administration and Finance Dylak then reviewed the Budget Timeline scheduled meetings with the County after the public hearing on April 19, 2018. Budget acceptance is expected on May 15, 2018 by the County Board.

Trustee Brandt stated that he was in full support of the Development Director/Executive Director for the Foundation and based upon public comments funding more “boots on the ground” in this budget. Secretary Scacci also acknowledged that the District needs both more field staff and a Development Director/Executive Director for the Foundation.

There was further discussion about the use of social media as seen by the use by neighbors to rally against the farm to table concept and the Development Director/Executive Director for the Foundation positions. The grant work by existing staff needs to not be included in the Foundation figures. Executive Director Kessler explained that the Foundation Director would not be seeking grants at the beginning but rather strategically focused on developing relationships with individual donors and ensuring the endowment campaign goal is achieved.

A motion was made by Secretary Scacci, seconded by Vice President Kranz, to pass Ordinance #18-946 approving the Tentative Budget and
Appropriation Ordinance for FY 2019 (April 1, 2018 to March 31, 2019) as presented. A roll call vote gave the following results: Campbell-yes, Kranz-yes, Brandt-yes, Scacci-yes, Barrett-yes. Motion passed unanimously.

10.3 Consideration of a Professional Services Agreement for the Former Board of Trade Recreation Hall at Fox Bluff Conservation Area

The discussion on this item took place during the Committee of the Whole meeting earlier this same evening.

A motion was made by Trustee Brandt, seconded by Secretary Scacci to authorize the Executive Director to execute a Professional Services Agreement with Studio 222 Architects of Chicago, IL for a cost not to exceed $14,500 for the Phase 1- Design Development of the proposed renovation of the former Board of Trade Recreation Hall at the Fox Bluff Conservation Area. A roll call vote gave the following results: Brandt-yes, Kranz-yes, Scacci-yes, Campbell-yes, Barrett-yes. Motion passed unanimously.

11.0 PRESIDENT’S REPORT

President Barrett spoke about the misinformation that the public had regarding the farm to table proposal for the Pich parcel and the need to listen to the public. Trustee Brandt and Secretary Scacci expressed the need to respond to the questions brought up by the public on this project.

President Barrett reported that he had reviewed the request by the equestrian community to expand the multiuse trails at Brookdale with the development of the RTP grant funded parking lot. He is concerned about the cost to maintain the parking lot if the trails are not long enough to support the trailering of horses.

12.0 TRUSTEES’ REPORTS

Secretary Scacci reviewed the history of the Brookdale Horse Trailer parking lot at the Paulson Road entrance to the site with $160,000 in funding through IDNR and the Federal RTP grant program to cover the amenities. He stated that the existing trail is not long enough time wise to justify trailering the horses. Expanding the trail across Deep Cut Road would extend the ride by about 25 minutes to almost a 2-hour ride in total. He reminded the board that the trail is multi-use so it would not just be for horses. He has reviewed the trail at Stickney Run and the need to include private property to create a trail that others besides neighbors would use and does not support the development of a parking lot there. His new vision would be to try and connect Rush Creek and Brookdale Conservation Areas eventually but this would be many years in the future. He suggested maybe the issuance of trail tags to fund the maintenance of such a trail in the future.

Trustee Brandt stated that the horse trails at Glacial Park are multi-use but that the horse use make it less desirable for non-riders.

Executive Director Kessler explained that the new tactics on the revised strategic plan spell out what needs to be done. It was noted that there is an agricultural lease in effect until early 2019 and the CRP border lease expires in 2020.
and would require modifications through the federal government. The earliest a trail could begin to be cut in would be the fall of 2019/spring 2020 after restoration plantings can be done for the extra half mile. Recent legislation has passed that allows users to assist in the maintenance of trails.

The consensus was to move forward to create a plan and cost analysis.

Trustee Brandt thanked Restoration Ecologist Murray for inviting Trustee Brandt to help with a restoration burn.

Secretary Scacci asked that a future discussion be had on increasing the levy through the public venue rather than refinancing or reissuing of bond and extending the debt.

13.0 EXECUTIVE DIRECTORS' REPORT
Executive Director Kessler reported that she has continued to receive mail on the farm to table proposal and that at least one letter supported the farm over a gravel pit.

Executive Director Kessler encouraged the Board to read the recent NRPA article on the economic value of parks which shows that Illinois is #2 in expenditures related to parks and recreation in the United States.

Executive Director Kessler reminded everyone that she would be out of the country and not accessible beginning late the following week and returning April 9th, 2018.

14.0 PUBLIC COMMENT II
There were no public comments at this time.

15.0 EXECUTIVE SESSION
At 8:38 p.m., a motion was made by Trustee Brandt, seconded by Vice President Kranz, to go into Executive Session pursuant to Exception 2C5 (Real Estate) of the Open Meetings Act. A roll call vote gave the following results: Scacci-yes, Kranz-yes, Brandt-yes, Campbell-yes, Barrett-yes.

Motion passed unanimously.

16.0 RECONVENE
The meeting of the Board of Trustees of the McHenry County Conservation District was reconvened to order at 9:09 p.m. by President Barrett on the evening of Thursday, March 15, 2018 at the Brookdale Administrative Offices, 18410 US Highway 14, Woodstock, Illinois 60098.

16.1 Roll Call
Trustees Present: Steve Barrett, President
Dave Kranz, Vice President
Vern Scacci, Secretary
Dave Brandt, Trustee
Carolyn Campbell, Trustee
Trustee Absent: Pete Merkel, Treasurer
John Henning, Trustee

Counsel & Staff Present: Robert “Bob” Nowak,
James D. Rock, Legal Counsel
Elizabeth S. Kessler, Executive Director
John Kremer, Director of Operations & Public Safety
Andy Dylak, Director of Administration & Finance
Ed Collins, Director of Land Preservation & Natural Resources
Anne Basten, Executive Assistant
Val Siler, Land Preservation Manager

17.0 ADJOURN
A motion was made by Trustee Brandt, seconded by Secretary Scacci, to adjourn the meeting. A voice vote resulted in all ayes.
Motion passed unanimously. Meeting adjourned at 9:10 p.m. March 15, 2018.

Respectfully submitted,

Vern Scacci, Secretary

Date