

BYRON FOREST PRESERVE DISTRICT  
MINUTES OF MEETING  
JUNE 20, 2016

Commissioners present: Auker, Brooks, Conry, and Ludwig.

Commissioners absent: Hogan.

Staff present: Brunner, Gerke, Gramer, Herman, McCammond, and Tucker.

Guests present: Carol Jackowski of Beggin, Tipp, and Lamm (District's auditor) and Derke Price of Ancel, Glink (District's legal counsel).

The meeting was called to order at 7pm.

It was noted that Ms. Jackowski's last name was incorrect on the agenda. Due to Commissioner Hogan's absence, Election of a Secretary Pro Tem was added to the agenda. Under Agenda Item 14, Director Tucker removed Executive Sessions 2(C)(1) and 2(C)(11) and added 2(C)(6)-Discussion of the setting of a price for the sale or lease of property owned by the District.

LUDWIG MOVED AND CONRY SECONDED A MOTION TO APPROVE THE AGENDA AS AMENDED. CONRY – YES, HOGAN – ABSENT, LUDWIG – YES, AUKER – YES, AND BROOKS – YES.

AUKER MOVED AND CONRY SECONDED A MOTION NOMINATING LUDWIG AS SECRETARY PRO TEM. HOGAN – ABSENT, LUDWIG – YES, AUKER – YES, CONRY – YES, AND BROOKS – YES.

President Brooks opened the floor to Ms. Carol Jackowski of Beggin, Tipp, and Lamm, the District's auditor, to present and review the audit for 2015. She explained GASB68 which is what delayed this year's audit presentation to the

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board. She stated that the audit went very well and there were only five journal entries during the process. She reviewed the recommendation letter stating that there should be more staff involved in internal financial functions. Brief discussion followed. Ms. Jackowski departed the meeting.

President Brooks opened the floor to Mr. Derke Price of Ancel, Glink, the District's new legal counsel. Mr. Price introduced himself and thanked the board for hiring them. He stayed to observe the meeting.

CONRY MOVED AND AUKER SECONDED A MOTION TO APPROVE THE REGULAR MEETING MINUTES AND EXECUTIVE SESSION MINUTES OF APRIL 18, 2016. LUDWIG – YES, AUKER – YES, CONRY – YES, HOGAN – ABSENT, AND BROOKS – YES.

AUKER MOVED AND LUDWIG SECONDED A MOTION TO APPROVE THE REGULAR MEETING MINUTES OF MAY 16, 2016. AUKER – YES, CONRY – YES, HOGAN – ABSENT, LUDWIG – YES, AND BROOKS – YES.

LUDWIG MOVED AND AUKER SECONDED A MOTION TO APPROVE THE FINANCIAL REPORT FOR MAY 2016. CONRY – YES, HOGAN – ABSENT, LUDWIG – YES, AUKER – YES, AND BROOKS – YES.

LUDWIG MOVED AND AUKER SECONDED A MOTION TO APPROVE THE 2015 AUDIT AS PRESENTED. HOGAN – ABSENT, LUDWIG – YES, AUKER – YES, CONRY – YES, AND BROOKS – YES.

There was no President's Report.

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Bike Path progress was discussed briefly.

President Brooks opened the floor to District Department Heads to present their Staff Reports. Todd Tucker, Administration Department-7:23-7:40 pm- Updated board on museum renovation, potential sponsors, and deck expenses. Mark Herman, Education Department-7:40-7:44 pm-He reported that 75 of our taxidermied animals were permanently loaned to 10 different agencies including Burpee Museum. Crystal Prue was hired as our new preschool teacher and will begin working on July 11, 2016. Summer camp is going very well again this year. Over 550 students came through on field trips in May. Russell Brunner, Restoration/Maintenance Department-7:44-7:47 pm; Andy Gramer, Clubhouse Operations-7:47-7:57 pm-May was a very busy month. 250 people attended Movie Night but lightning cut the evening short so rain checks were issued for all to attend the next Movie Night in July. Band and beer tasting went very well. Power outages over a couple of weekends caused some problems. The Junior PGA League is going extremely well. The High School League had about 30 in attendance which is very good for the first year. Todd Tucker (for Matt Henkel), Golf Maintenance Department-7:57-8:01 pm-He reviewed the photos that Matt uploaded to Dropbox and briefly discussed the new Better Billy Bunkers.

Director Tucker updated the board on the progress of the policy manual revisions. Staff is currently meeting and reviewing the Finance/HR Manual.

AUKER MOVED AND LUDWIG SECONDED A MOTION TO APPROVE PREVAILING WAGE ORDINANCE NO. 16-2. LUDWIG – YES, AUKER – YES, CONRY – YES, HOGAN – ABSENT, AND BROOKS – YES.

The PDRMA Annual Report was noted and briefly discussed.

CONRY MOVED AND LUDWIG SECONDED A MOTION TO AWARD PROJECT NO. 2016-005, BP#26A-JARRETT PRAIRIE CENTER MUSEUM EXHIBIT ELECTRICAL WORK TO BALLARD ELECTRIC FOR \$103,500. AUKER – YES, CONRY – YES, HOGAN – ABSENT, LUDWIG – YES, AND BROOKS – YES.

AUKER MOVED AND LUDWIG SECONDED A MOTION TO AWARD PROJECT NO. 2016-005, BP#9C-JARRETT PRAIRIE CENTER MUSEUM EXHIBIT FLOORING INSTALLATION WORK TO DOUGLAS FLOOR COVERING FOR \$27,700. CONRY – YES, HOGAN – ABSENT, LUDWIG – YES, AUKER – YES, AND BROOKS – YES.

LUDWIG MOVED AND AUKER SECONDED A MOTION AT 8:03 PM TO CONVENE INTO EXECUTIVE SESSION UNDER SECTION 2(C)(5) OF THE OPEN MEETINGS ACT FOR THE PURPOSE OF DISCUSSION OF THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE DISTRICT AND UNDER 2(C)(6) OF THE OPEN MEETINGS ACT FOR THE PURPOSE OF THE SETTING OF A PRICE FOR SALE OR LEASE OF

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PROPERTY OWNED BY THE DISTRICT. HOGAN – ABSENT, LUDWIG – YES,  
AUKER – YES, CONRY – YES, AND BROOKS – YES.

AUKER MOVED AND LUDWIG SECONDED A MOTION AT 8:36 PM TO  
COME OUT OF EXECUTIVE SESSION. LUDWIG – YES, AUKER – YES,  
CONRY – YES, HOGAN – ABSENT, AND BROOKS – YES.

CONRY MOVED AND LUDWIG SECONDED A MOTION AT 8:37 PM TO  
ADJOURN THE MEETING. AUKER – YES, CONRY – YES, HOGAN –  
ABSENT, LUDWIG – YES, AND BROOKS – YES.

Respectfully submitted,

Jeff Ludwig, Secretary Pro Tem  
Board of Commissioners

JL/mg