

BYRON FOREST PRESERVE DISTRICT
MINUTES OF MEETING
MAY 21, 2012

Commissioners present: Breen, Brooks, Cravatta, and Hogan.

Commissioners absent: Ludwig.

Staff present: Brunner, Gerke, Heesaker, McCammond, Murray, Tucker, and Wolf.

Guests present: Mayor Chris Millard, City of Byron.

The meeting was called to order at 7 pm.

There were no board or staff additions to the agenda.

CRAVATTA MOVED AND HOGAN SECONDED A MOTION TO APPROVE THE AGENDA. CRAVATTA – YES, HOGAN – YES, LUDWIG – ABSENT, BROOKS – YES, AND BREEN – YES.

HOGAN NOMINATED AND CRAVATTA SECONDED THE NOMINATION OF BREEN FOR BOARD PRESIDENT. HOGAN – YES, LUDWIG – ABSENT, BROOKS – YES, CRAVATTA – YES, AND BREEN – YES.

CRAVATTA NOMINATED AND HOGAN SECONDED THE NOMINATION OF BROOKS FOR BOARD VICE PRESIDENT. LUDWIG – ABSENT, BROOKS – YES, CRAVATTA – YES, HOGAN – YES, AND BREEN – YES.

HOGAN NOMINATED AND BROOKS SECONDED THE NOMINATION OF CRAVATTA FOR BOARD SECRETARY. BROOKS – YES, CRAVATTA – YES, HOGAN – YES, LUDWIG – ABSENT, AND BREEN – YES.

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BROOKS NOMINATED AND CRAVATTA SECONDED THE NOMINATION OF HOGAN FOR BOARD TREASURER. CRAVATTA – YES, HOGAN – YES, LUDWIG – ABSENT, BROOKS – YES, AND BREEN – YES.

HOGAN MOVED AND CRAVATTA SECONDED A MOTION TO SET THE REGULAR BOARD MEETING DATE AND TIME AS THE THIRD MONDAY OF EACH MONTH AT 7 PM TO BE HELD AT THE JARRETT PRAIRIE CENTER, 7993 NORTH RIVER ROAD, BYRON, ILLINOIS. HOGAN – YES, LUDWIG – ABSENT, BROOKS – YES, CRAVATTA – YES, AND BREEN – YES.

BROOKS MOVED AND HOGAN SECONDED A MOTION ESTABLISHING THE DISTRICT’S FISCAL YEAR AS THE CALENDAR YEAR (JANUARY-DECEMBER). LUDWIG – ABSENT, BROOKS – YES, CRAVATTA – YES, HOGAN – YES, AND BREEN – YES.

BROOKS MOVED AND CRAVATTA SECONDED A MOTION TO ESTABLISH BYRON BANK AS THE OFFICIAL DEPOSITORY FOR DISTRICT FUNDS. BROOKS – YES, CRAVATTA – YES, HOGAN – YES, LUDWIG – ABSENT, AND BREEN – YES.

BROOKS MOVED AND HOGAN SECONDED A MOTION TO TABLE THE ESTABLISHMENT OF THE DISTRICT’S BOND COUNSEL. CRAVATTA – YES, HOGAN – YES, LUDWIG – ABSENT, BROOKS – YES, AND BREEN – YES.

HOGAN MOVED AND BROOKS SECONDED A MOTION ESTABLISHING BEGGIN, TIPP, & LAMM, LLC AS THE DISTRICT’S AUDITING FIRM. HOGAN –

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YES, LUDWIG – ABSENT, BROOKS – YES, CRAVATTA – YES, AND BREEN – YES.

BROOKS MOVED AND CRAVATTA SECONDED A MOTION ESTABLISHING THE OGLE COUNTY LIFE NEWSPAPER AS THE DISTRICT'S OFFICIAL NEWSPAPER. LUDWIG – ABSENT, BROOKS – YES, CRAVATTA – YES, HOGAN – YES, AND BREEN – YES.

HOGAN MOVED AND BROOKS SECONDED A MOTION ESTABLISHING THE BOARD COMMITTEES AS A COMMITTEE OF THE WHOLE TO INCLUDE BUILDING & GROUNDS/INTERGOVERNMENTAL, PERSONNEL/FINANCE, AND PROGRAM & RECREATION. BROOKS – YES, CRAVATTA – YES, HOGAN – YES, LUDWIG – ABSENT, AND BREEN – YES.

HOGAN MOVED AND BROOKS SECONDED A MOTION TO APPROVE THE REGULAR MEETING AND EXECUTIVE SESSION MINUTES OF APRIL 16, 2012, AND THE SPECIAL MEETING AND EXECUTIVE SESSION MINUTES OF MAY 14, 2012. CRAVATTA – YES, HOGAN – YES, LUDWIG – ABSENT, BROOKS – YES, AND BREEN – YES.

BROOKS MOVED AND HOGAN SECONDED A MOTION TO APPROVE THE FINANCIAL REPORT FOR APRIL 2012. BROOKS – YES, CRAVATTA – YES, HOGAN – YES, LUDWIG – ABSENT, AND BREEN – YES.

President Breen reminded the board to complete the Open Meetings Act Training.

Mayor Millard updated the board on the progress of the Bike Path Committee.

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President Breen opened the floor to District Department Heads to present their Staff Reports: Todd Tucker, Administrative Services Department-7:14-7:17 pm; Richie Wolf, Education Department-7:17-7:19 pm; Russell Brunner, Restoration/Maintenance Department-7:19-7:24 pm; Steve Murray, Golf Course Operations-7:24-7:27 pm; and Cheryl Heesaker, Stone Quarry Recreation Park Department-7:27-7:29 pm.

HOGAN MOVED AND CRAVATTA SECONDED A MOTION AUTHORIZING THE EXECUTIVE DIRECTOR TO DESTROY THE EXECUTIVE SESSION AUDIO TAPE RECORDING OF NOVEMBER 15, 2010. CRAVATTA – YES, HOGAN – YES, LUDWIG – ABSENT, BROOKS – YES, AND BREEN – YES.

HOGAN MOVED AND BROOKS SECONDED A MOTION AUTHORIZING THE CONTRIBUTION OF \$15,000 TO THE CITY OF BYRON TOWARDS THE NEXT PHASE OF THE HOTEL PROJECT WITH THE FOLLOWING STIPULATIONS: 1) THE FUNDS WILL BE REFUNDED IF DEVELOPED, 2) THE FUNDS WILL BE TAKEN FROM THE GOLF FUND, 3) A LAND SWAP OF 20-25 ACRES, 4) CONDOS WILL NOT BE BUILT UNTIL THE HOTEL IS STARTED, 5) IF NOTHING IS STARTED AFTER 3-5 YEARS, THE LAND WILL BE TRADED BACK (SUNSET CLAUSE), AND 6) AFTER EVERYTHING IS BUILT AND THERE ARE VACANT LOTS, THE DISTRICT HAS INPUT ON WHAT MAY BE BUILT ON THOSE VACANT LOTS OTHER THAN CONDOS. HOGAN – YES, LUDWIG – ABSENT, BROOKS – YES, CRAVATTA – YES, AND BREEN – YES.

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HOGAN MOVED AND BROOKS SECONDED A MOTION TO APPROVE THE DISTRICT HUNTING PROGRAM RULES AND REGULATIONS AS PRESENTED. LUDWIG – ABSENT, BROOKS – YES, CRAVATTA – YES, HOGAN – YES, AND BREEN – YES.

Director Tucker informed the board that Dr. and Holly Johnson have decided to discontinue their involvement in seeking donations for the Matt Johnson Scholarship Fund. They indicated that they will continue to donate but will not be as involved as they have been over the years. They also stated that they wouldn't mind if we changed the name or any rules currently pertaining to the Fund. Commissioner Brooks stated that we should continue the name of "Matt Johnson Scholarship Fund." She also stated that the distribution of the funds should be consistent for all who request. For example, the Fund should cover 50% or 100% of the fees for those who participate in District programs but it should be the same for all who participate. The board generally agreed.

BROOKS MOVED AND HOGAN SECONDED A MOTION TO AWARD BID NO. 2012-6410 JARRETT PRAIRIE CENTER ENTRANCE/GIFT SHOP REMODEL TO ROCKFORD CONTRACTORS IN THE AMOUNT OF \$63,500. BROOKS – YES, CRAVATTA – YES, HOGAN – YES, LUDWIG – ABSENT, AND BREEN – YES.

The board noted the Risk Management Report from PDRMA (Park District Risk Management Agency). Michelle noted that the District is still standing at a score of 96.36% which is awesome. The District will be audited again in 2013.

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BROOKS MOVED AND CRAVATTA SECONDED A MOTION TO
DECLARE THE FOLLOWING AS SURPLUS EQUIPMENT: JD 3215 FAIRWAY
MOWER, TURFCO 1530 TOW BEHIND TOPDRESSER, AND THE VIBRATORY
ROLLER ATTACHMENTS. HOGAN – YES, LUDWIG – ABSENT, BROOKS – YES,
CRAVATTA – YES, AND BREEN – YES.

BROOKS MOVED AND CRAVATTA SECONDED A MOTION AT 7:42 PM
TO CONVENE INTO EXECUTIVE SESSION UNDER SECTION 2(C)(1) OF THE
OPEN MEETINGS ACT FOR THE PURPOSE OF DISCUSSION OF THE
APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE,
PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE DISTRICT
INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN
EMPLOYEE TO DETERMINE ITS VALIDITY, 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 SECTION 2(C)(11) OF THE OPEN MEETINGS ACT FOR THE
PURPOSE OF DISCUSSION OF PENDING, OR PROBABLE AND IMMINENT,
LITIGATION AGAINST, AFFECTING, OR ON BEHALF OF THE DISTRICT.
HOGAN – YES, LUDWIG – ABSENT, BROOKS – YES, CRAVATTA – YES, AND
BREEN – YES.

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CRAVATTA MOVED AND BROOKS SECONDED A MOTION AT 8:29 PM
TO COME OUT OF EXECUTIVE SESSION. LUDWIG – ABSENT, BROOKS – YES,
CRAVATTA – YES, HOGAN – YES, AND BREEN – YES.

CRAVATTA MOVED AND HOGAN SECONDED A MOTION AT 8:30 PM
TO ADJOURN THE MEETING. BROOKS – YES, CRAVATTA – YES, HOGAN –
YES, LUDWIG – YES, AND BREEN – YES.

Respectfully submitted,

Denny Cravatta, Secretary
Board of Commissioners

DC/mg