BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING

FEBRUARY 18, 2020

Commissioners present: Baker, Hogan, Patterson, and Vincer.

Commissioners absent: Gramer.

Staff present: Brown, Brunner, deOliveira, Gerke, Herman, McCammond, and Tucker.

Guests present: none.

The meeting was called to order at 7pm.

BAKER MOVED AND PATTERSON SECONDED A MOTION TO APPROVE THE AGENDA. GRAMER – ABSENT, PATTERSON – YES, VINCER – YES, BAKER – YES, AND HOGAN – YES.

PATTERSON MOVED AND BAKER SECONDED A MOTION TO APPROVE THE REGULAR MEETING AND EXECUTIVE SESSION MINUTES OF JANUARY 20, 2020. PATTERSON – YES, VINCER – YES, BAKER – YES, GRAMER – ABSENT, AND HOGAN – YES.

The correspondence was noted and briefly discussed.

PATTERSON MOVED AND BAKER SECONDED A MOTION TO APPROVE THE FINANCIAL REPORT FOR JANUARY 2020. Director Tucker reviewed recent expenses for PrairieFire. He stated that January doesn’t look good because staff has been hired but the facility isn’t open yet. It will look better once the facility is open and producing revenue. Commissioner Baker asked about the interior design and kitchen layout of PrairieFire. Director Tucker informed him that an interior designer has been hired, Modern Earth Design. Scott deOliveira stated that PFG’s (Performance Food Group) chef is assisting with the kitchen layout. Commissioner Baker asked about the timing of everything. Director Tucker stated that

BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING - FEBRUARY 18, 2020

PAGE 2

everything is progressing well. He said that March 12, 2020, could be the soft opening with March 24, 2020, for the hard opening to the public. President Hogan asked if the Toptracer company has seen the facility yet. Scott stated that they have seen it and were very impressed with it. The tentative opening date for the golf course was discussed. Opening the golf course and PrairieFire around the same shouldn’t be a problem. Mike Brown stated that the mats will be installed this week. Scott said that the Range Server will be installed the beginning of next week. VINCER – YES, BAKER – YES, GRAMER – ABSENT, PATTERSON – YES, AND HOGAN – YES.

President Hogan stated that State Conference went well.

President Hogan called a special meeting to be scheduled to approve the resolution for the sale of the Lenz house at Bald Hill and health insurance for the staff. Shawn McCammond stated that the Byron School District is changing their health insurance carrier and the District can no longer be accepted into their insurance pool. So he is working with the school’s insurance broker to get other options available with other municipalities. The meeting was set for Thursday, February 27, 2020, at 4pm at the Jarrett Prairie Center.

President Hogan opened the floor to District Department Heads to present their Staff Reports. Todd Tucker, Administrative Services Department-7:36-7:45pm-He commended Michelle Gerke, Russell Brunner, and their staff on completing the Jarrett Prairie Center lower level renovation. He said that it turned out really well and then noted that Michelle will be asking for more money to complete the next phase in 2021. He told the board that the boiler is going out in the Ripplinger house and needs to be replaced for $12,000 and the heat exchange is going out at the Turf Care Center which is $4500. These

BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING - FEBRUARY 18, 2020

PAGE 3

amounts can be charged to the Capital Emergency Repair and Replacement Fund. Mark Herman, Education Department-7:46-7:53pm-He distributed a draft of the District trail maps. Janet has been diligently working on completing these maps for each of the District preserves and compiling them into one big trail map as well. He reported that the recent Winter Lecture drew 250 people to the Jarrett Prairie Center to learn about Bobcats. Russell Brunner, Restoration/Maintenance Department-7:54-8:02pm-He stated that his department will begin tapping maple trees in a couple weeks. They will start burning in about three weeks. He noted that skunk cabbage is coming up and he showed a photo. He said they started brush removal at the Bald Hill Preserve addition. Commissioner Patterson asked if they noticed any dumping on the site. Russell stated that it’s been pretty clean and they haven’t seen anything out of the ordinary. He noted that the Jarrett Prairie Center lower level renovation went very well. Mike Brown (for Matt Henkel), Golf Operations-8:02-8:09pm-He stated that supplies are being ordered for the upcoming season. He attended the PDRMA H.E.L.P. training. He interviewed applicants for the Mechanic’s position and decided to hire Keith Willing. Commissioner Patterson questioned using American flags on the course. Brief discussion followed. Mike stated that most seasonal employees from last year are returning this season. Scott deOliveira, Golf Operations-8:09-8:27pm-He stated that he hired Nick Schoenhard as the Bar Service Manager. He noted that Andrew Schlupp and his wife had a baby boy. Scott reported that he is working on getting software that integrates all of the needs of PrairieFire. He informed the board that Graham Spencer is working on the websites for PrairieView and PrairieFire and rolling out commercials. He is in the process of hiring seasonal positions for PrairieView and PrairieFire. He stated that the televisions and sound system have been installed at PrairieFire. He

BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING - FEBRUARY 18, 2020

PAGE 4

informed the board that he spoke with Phil at Miracle Hill (a Toptracer facility in Nebraska) and he said they have done extremely well over the winter with being booked solid.

Director Tucker and the board discussed the possibility of purchasing the Ogle 40 which is property located near the Colman Preserve. Russell stated that he likes the piece of property and it will make management of the current property easier by adding this piece to it. Director Tucker stated that tree removal by another party has begun on the property. About 10% of the trees will be removed. He noted that purchasing this property will join three different agencies and their properties, Severson Dells, Winnebago County Forest Preserve, and us. It is possible that a conjoined trail system could be designed throughout the entire acreage. Purchase price was discussed to include naming rights. Brief discussion followed.

PATTERSON MOVED AND VINCER SECONDED A MOTION TO AUTHORIZE DIRECTOR TUCKER TO NEGOTIATE A PURCHASE PRICE NOT TO EXCEED THE APPRAISED VALUE FOR THE PROPERTY REFERRED TO AS THE OGLE 40 LOCATED NEAR THE DISTRICT’S COLMAN PRESERVE. BAKER – YES, GRAMER – ABSENT, PATTERSON – YES, VINCER – YES, AND HOGAN – YES.

PATTERSON MOVED AND BAKER SECONDED A MOTION TO APPROVE THE EXPENSES INCURRED AND REIMBURSED TO TREVOR HOGAN IN THE AMOUNT OF $279.56 WHILE ATTENDING THE 2020 IPRA/IAPD CONFERENCE IN CHICAGO BETWEEN JANUARY 23-26, 2020. GRAMER – ABSENT, PATTERSON – YES, VINCER – YES, BAKER – YES, AND HOGAN – YES.

BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING - FEBRUARY 18, 2020

PAGE 5

VINCER MOVED AND PATTERSON SECONDED A MOTION AT 8:39PM TO CONVENE INTO EXECUTIVE SESSION UNDER SECTION2(C)(1) OF THE OPEN MEETINGS ACT FOR THE PURPOSE OF DISCUSSION OF THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR

DISMISSAL OF SPECIFIC EMPLOYEES, SPECIFIC INDIVIDUALS WHO SERVE AS INDEPENDENT CONTRACTORS IN A PARK, RECREATIONAL, OR EDUCATION SETTING, OR SPECIFIC VOLUNTEERS OF THE DISTRICT OR LEGAL COUNSEL FOR THE DISTRICT, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE, A SPECIFIC INDIVIDUAL WHO SERVES AS AN INDEPENDENT CONTRACTOR IN A PARK, RECREATIONAL, OR EDUCATIONAL SETTING, OR A VOLUNTEER OF THE DISTRICT OR AGAINST LEGAL COUNSEL FOR THE DISTRICT TO DETERMINE ITS VALIDITY. HOWEVER, A MEETING TO CONSIDER AN INCREASE IN COMPENSATION TO A SPECIFIC EMPLOYEE OF THE DISTRICT THAT IS SUBJECT TO THE LOCAL GOVERNMENT WAGE INCREASE TRANSPARENCY ACT MAY NOT BE CLOSED AND SHALL BE OPEN TO THE PUBLIC AND POSTED AND HELD IN ACCORDANCE WITH THIS ACT, 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, INCLUDING MEETINGS HELD FOR THE PURPOSE OF DISCUSSING WHETHER A PARTICULAR PARCEL SHOULD BE ACQUIRED, AND UNDER SECTION 2(C)(11) OF THE OPEN MEETINGS ACT FOR THE PURPOSE OF DISCUSSION OF LITIGATION, WHEN AN ACTION AGAINST, AFFECTING OR ON BEHALF OF THE DISTRICT HAS BEEN FILED AND IS PENDING BEFORE A COURT OR ADMINISTRATIVE TRIBUNAL, OR WHEN THE DISTRICT FINDS THAT AN ACTION IS PROBABLE OR IMMINENT, IN WHICH CASE THE BASIS FOR THE FINDING SHALL BE RECORDED AND ENTERED INTO THE MINUTES OF THE CLOSED MEETING. PATTERSON – YES, VINCER – YES, BAKER – YES, GRAMER – ABSENT, AND HOGAN – YES.

BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING - FEBRUARY 18, 2020

PAGE 6

VINCER MOVED AND PATTERSON SECONDED A MOTION AT 9:12 PM TO COME OUT OF EXECUTIVE SESSION. VINCER – YES, BAKER – YES, GRAMER – ABSENT, PATTERSON – YES, AND HOGAN – YES.

VINCER MOVED AND BAKER SECONDED A MOTION AT 9:13 PM TO ADJOURN THE MEETING. BAKER – YES, GRAMER – ABSENT, PATTERSON – YES, VINCER – YES, AND HOGAN – YES.

Respectfully submitted,

Steve Patterson, Secretary

Board of Commissioners

SP/mg