BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING

JUNE 20, 2022

Commissioners present: Baker, Breen, Patterson, and Remhof.

Commissioners absent: Vincer.

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

Guests present: none.

In the absence of President Vincer, Vice President Patterson presided over the meeting.

The meeting was called to order at 6pm.

Director Tucker suggested removing Agenda Items14A-14C, Executive Session.

BREEN MOVED AND BAKER SECONDED A MOTION TO APPROVE THE AGENDA AS AMENDED. BREEN – YES, PATTERSON –YES, REMHOF – YES, BAKER – YES, AND VINCER – ABSENT.

REMHOF MOVED AND BREEN SECONDED A MOTION TO APPROVE THE REGULAR MEETING MINUTES OF MAY 16, 2022. PATTERSON – YES, REMHOF – YES, BAKER – YES, BREEN – YES, AND VINCER – YES.

The correspondence was noted and discussed briefly.

Vice President Patterson opened the floor to Shawn McCammond to discuss the Finance Reports for May. He reported that the audit process has begun. He noted that this May doesn’t show a profit like last May because of purchases made upfront this year due to supply chain and other issues

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like increasing costs. Commissioner Patterson stated that it’s good to see a couple of years of history for PrairieFire to be able to compare. Scott noted that when golfing is slow, PrairieFire is usually busier.

REMHOF MOVED AND BAKER SECONDED A MOTION TO APPROVE THE FINANCIAL REPORT FOR MAY 2022. REMHOF – YES, BAKER – YES, BREEN – YES, PATTERSON – YES, AND VINCER – YES.

Director Tucker reported that he recently found out more information about the Behmer property. He will be setting up a meeting with them in the next couple of weeks.

Vice President Patterson opened the floor to District Department Heads to present their Staff Reports. Todd Tucker, Administrative Services Department-6:08-6:18pm-He reminded the board of the upcoming Byron Chamber Playday at PrairieView and Whiskey Tasting Event at PrairieFire. He informed them that the new golf carts are scheduled to be delivered June 27-28. He stated that he has almost completed the Illinois Clean Energy grant for the dragstrip property. It is due August 22nd. Commissioner Patterson asked about the amount we would receive for the grant. Director Tucker stated that, if awarded, we could get up to 80% of the cost of the property which is over $2M. The District would then be responsible for about $600K. Commissioner Remhof asked about having the land appraised. Director Tucker explained that an appraisal is already being ordered by the bank of the owner of the property. It will be shared with the District. Director Tucker distributed a revenue report for facility rentals and bar service at the Jarrett Prairie Center over a 10-year period (2012-2021). He commended Raul Leon for his hard work with facility rentals and bar service. He also commended Michelle Gerke. It was noted that with the improvements from remodeling over the years, it’s good to see that it’s bringing in revenue.

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Janet Dahlberg, Education Department-6:18-6:27pm-She reported that Summer Camp is going strong. She increased the maximum of participants due to the demand. She reviewed her photos with the board. They have been busy outside and going to pools. They have had to cool off some days by going into the Jarrett Prairie Center. She noted that the observatory has been opened lately with the clear skies. She hired Noah Hansen to schedule some adult programs like concerts, mystery dinners, etc. for the remainder of the year.

Russell Brunner, Restoration/Maintenance Department-6:27-6:42pm-He reviewed his photos with the board showing his crew spraying, pulling weeds, installing the Henkel memorial bench at Bald Hill, installing a replacement sign at the Nardi Preserve, and the work that’s been done to repair the Expo Building floor. Commissioner Remhof commented that people in his running community would like to meet with Russ and Todd to setup a schedule to assist with trail maintenance.

Scott deOliveira, Golf Operations-6:42-6:51pm-He reported that the course and PrairieFire have been really busy. The pavilion has been busy as well with graduation parties, baby showers, etc. He noted that a lot of the rental clubs get broken at PrairieFire due to the inexperience of those using them. They have had repair methods in place for awhile but have found a better solution. They will be getting clubs specifically designed for entertainment golf facilities like PrairieFire.

Mike Brown, Golf Course Maintenance Department-6:51-7:05pm-He reported that his department is fully staffed and he is very happy with his staff. He stated that they have been working on water management on the course. The wind and heat have been rough on the course. Commissioner

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Remhof asked about the irrigation replacement timeline. There is a rough design plan. Director Tucker noted that it will probably be 2025 when the system can be replaced.

Vice President Patterson addressed the staff stating that their reports each month are very important to the board so they know what is going on in each department. He commended the staff on doing a very good job.

The proposed Sick Leave – Retirement Policy was discussed. Director Tucker distributed an informational sheet with six different districts listed with their policies on unused sick leave and retirement that they offer to their staff. He explained that with the District being over 40 years old, we now have staff who can retire with many years of service and potentially several hundred hours of sick time. Other districts provide various options to their staff to be compensated for their unused sick time upon retirement. The board and staff discussed the proposed policy change. Commissioner Remhof asked about the dollar amount related to the healthcare option. Shawn stated that it’s roughly $1000 per month. Commissioner Remhof asked about Winnebago County Forest Preserve and their policy since they weren’t on the list provided. Several districts were asked for their policies, Winnebago County Forest Preserve is one of those who didn’t respond to the request. Director Tucker will reach out to them again. Further discussion followed and it was decided to discuss this again at the July meeting.

Director Tucker informed the board that the Expo Floor repairs are currently on hold due to their staff having covid. He noted that the District saved $60k by utilizing our staff to remove the broken floor and digging out for the concrete and pylons to be installed.

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BAKER MOVED AND BREEN SECONDED A MOTION TO ADJOURN THE MEETING AT 7:41PM. BAKER – YES, BREEN – YES, PATTERSON – YES, REMHOF – YES, AND VINCER – ABSENT.

Respectfully submitted,

Chris Remhof, Secretary

Board of Commissioners

CR/mg