BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING

MAY 15, 2023

 Commissioners present: Baker (arrived at 6:28pm), Breen, Patterson, Remhof, and Vincer.

 Commissioners absent: none.

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

 Guests present: Trent Snodgrass, Holcomb Bank.

 The meeting was called to order at 6pm.

 Vice President Patterson administered the oath to recently re-elected Commissioners, Dave Breen and Aaron Vincer.

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

 PATTERSON MOVED TO APPROVE ALL BOARD OFFICERS AS THEY CURRENTLY STAND. MOTION DIED FOR LACK OF A SECOND.

 REMHOF NOMINATED AND PATTERSON SECONDED THE NOMINATION OF VINCER AS BOARD PRESIDENT. PATTERSON – YES, REMHOF – YES, BAKER – ABSENT, BREEN – YES, AND VINCER – YES.

 VINCER NOMINATED AND REMHOF SECONDED THE NOMINATION OF PATTERSON AS BOARD VICE PRESIDENT. REMHOF – YES, BAKER – ABSENT, BREEN – YES, PATTERSON – ABSTAIN, AND VINCER – YES.

BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING – MAY 15, 2023

PAGE 2

 BREEN NOMINATED AND REMHOF SECONDED THE NOMINATION OF REMHOF AS BOARD SECRETARY. BAKER – ABSENT, BREEN -YES, PATTERSON – YES, REMHOF – YES, AND VINCER – YES.

 VINCER NOMINATED AND PATTERSON SECONDED THE NOMINATION OF BREEN AS BOARD TREASURER. BREEN – ABSTAIN, PATTERSON – YES, REMHOF – YES, BAKER – ABSENT, AND VINCER – YES.

 PATTERSON MOVED AND BREEN SECONDED A MOTION TO SET THE REGULAR BOARD MEETING TIME AND PLACE FOR THE THIRD MONDAY OF EACH MONTH WITH THE EXCEPTION OF THE JANUARY AND FEBRUARY MEETINGS WHICH WILL BE HELD ON THE FOURTH MONDAY AT 6PM AT THE JARRETT PRAIRIE CENTER, 7993 NORTH RIVER ROAD, BYRON. PATTERSON – YES, REMHOF – YES, BAKER – ABSENT, BREEN – YES, AND VINCER – YES.

 VINCER MOVED AND REMHOF SECONDED A MOTION TO ESTABLISH THE CALENDAR YEAR (JANUARY-DECEMBER) AS THE DISTRICT’S FISCAL YEAR. REMHOF – YES, BAKER – ABSENT, BREEN – YES, PATTERSON – YES, AND VINCER – YES.

 PATTERSON MOVED AND BREEN SECONDED A MOTION ESTABLISHING BYRON BANK AS THE OFFICIAL DEPOSITORY FOR THE DISTRICT. BAKER – ABSENT, BREEN – YES, PATTERSON – YES, REMHOF – YES, AND VINCER – YES.

 PATTERSON MOVED AND REMHOF SECONDED A MOTION ESTABLISHING ICE MILLER/BERNARDI SECURITIES AS THE DISTRICT’S BOND COUNSEL. BREEN – YES, PATTERSON – YES, REMHOF – YES, BAKER – ABSENT, AND VINCER – YES.

BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING – MAY 15, 2023

PAGE 3

 VINCER MOVED AND BREEN SECONDED A MOTION ESTABLISHING THE LUCAS GROUP AS THE DISTRICT’S AUDITOR. PATTERSON – YES, REMHOF – YES, BAKER – ABSENT, BREEN – YES, AND VINCER – YES.

 PATTERSON MOVED AND VINCER SECONDED A MOTION ESTABLISHING ANCEL GLINK AS THE DISTRICT’S LEGAL COUNSEL. REMHOF – YES, BAKER – ABSENT, BREEN – YES, PATTERSON – YES, AND VINCER – YES.

 BREEN MOVED AND REMHOF SECONDED A MOTION ESTABLISHING THE OGLE COUNTY LIFE AS THE DISTRICT’S OFFICIAL NEWSPAPER. BAKER – ABSENT, BREEN – YES, PATTERSON – YES, REMHOF – YES, AND VINCER – YES.

 VINCER MOVED AND PATTERSON SECONDED A MOTION ESTABLISHING THE FOLLOWING BOARD COMMITTEES AS A WHOLE: BUILDING & GROUNDS/INTERGOVERNMENTAL, PROGRAM & RECREATION, LONG RANGE PLANNING, AND PERSONNEL/FINANCE. BREEN – YES, PATTERSON – YES, REMHOF – YES, BAKER – ABSENT, AND VINCER – YES.

 President Vincer opened the floor to Trent Snodgrass of Holcomb Bank. Mr. Snodgrass discussed options for loans, bonds, CDs, and money market accounts. He stated that he would like to work with the District. Shawn stated that it would be at least two years before the District would have enough surplus funds to invest. Brief discussion followed and Trent departed the meeting.

BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING – MAY 15, 2023

PAGE 4

 REMHOF MOVED AND BREEN SECONDED A MOTION TO APPROVE THE REGULAR MEETING MINUTES OF APRIL 17, 2023. PATTERSON – YES, REMHOF – YES, BAKER – ABSENT, BREEN – YES, AND VINCER – YES.

 The correspondence was noted.

 Commissioner Baker arrived at 6:28pm.

 BREEN MOVED AND PATTERSON SECONDED A MOTION TO APPROVE THE FINANCIAL REPORT FOR MARCH 2023. REMHOF – YES, BAKER – YES, BREEN – YES, PATTERSON – YES, AND VINCER – YES.

 Shawn noted that some of the surplus funds from selling used equipment were used to replace mats at PrairieFire and complete some needed sealcoating.

 There was no President’s Report.

 Commissioner Remhof reported that Cade Bushnel spoke with Mr. Behmer regarding a portion of his property being used for a bike path. Mr. Behmer was not interested. Mr. Bushnel will talk to him again regarding the possibility of a financial incentive.

 The establishment of an Efficiency Committee was discussed. Jeff Ludwig and Sandy Brooks have agreed to be the two residents required for the committee along with Director Tucker and the entire Board of Commissioners. Dates and times for the first meeting were discussed. It was decided to meet at 5pm on November 20, 2023, before the regular board meeting.

 Commissioner Baker was sworn in at this time as a re-elected commissioner.

BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING – MAY 15, 2023

PAGE 5

 President Vincer opened the floor to District Department Heads to present their Staff Reports.

 Todd Tucker, Administration Department-6:52-6:58pm-He informed the board that we are hosting the Illinois Association of Conservation and Forest Preserve Districts at PrairieFire on June 7, 2023. He reported that the sound systems have been completely installed at the Jarrett Prairie Center and the clubhouse.

 Janet Dahlberg, Education Department-6:58-7:09pm-She reviewed her photos with the board. They had many field trips this month from Byron, Oregon, Rochelle, and Winnebago. She reported on the recent river cleanup efforts. She informed the board about iNaturalist.org which is utilized globally to report where plants, insects, etc. are being identified in different parts of the world. She has posted many specimens found on District properties.

 Russell Brunner, Restoration/Maintenance Department-7:09-7:26pm-He reviewed photos with the board. He reported that there were about 50 volunteers who helped cleanup Weld Park. We hosted two days of volunteers helping with trial maintenance near the Wilson Shelter. He explained the photos that showed the installation of boards across the trails. This will divert water so the trails don’t washout.

 Scott deOliveira and Jason Wombacher, Golf Operations-7:26-7:37pm-A new menu has been launched at the clubhouse. League specials are being offered with very positive feedback. Outings and playdays are underway for the season. PrairieFire is doing well.

BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING – MAY 15, 2023

PAGE 6

 Mike Brown, Golf Maintenance Department-7:37-7:46pm-He reviewed his photos with the board. He stated that the course is doing well and looking good. He still has some staff who will be re-hired as soon as they are out of school. He reported that he and his crew installed the pond fountains for the season.

 REMHOF MOVED AND BAKER SECONDED A MOTION TO ADOPT RESOLUTION NO. 01-23 A RESOLUTION FORMING A COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY, BYRON FOREST PRESERVE DISTRICT, OGLE COUNTY, ILLINOIS:

**WHEREAS,** the Byron Forest Preserve District (“District”) is required to form a Committee on Local Government Efficiency (“Efficiency Committee”) pursuant to 50 ILCS 70/1 *et seq.* (the Act); and

**WHEREAS,** pursuant to the Act, the Efficiency Committee shall: (1) study the District’s governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State of Illinois, (2) collect data, research, and analysis as necessary to prepare a written report that includes recommendations with respect to increased accountability and efficiency, and (3) provide a written report to the administrative office of each county board of the county in which the governmental unit is located; and

**WHEREAS,** the Efficiency Committee shall consist of the elected or appointed members of the Board of Commissioners of the District, at least two residents from the District appointed by the President of the Board of Commissioners and approved by the Board of Commissioners, and the chief executive officer or other officer of the District, if any; and

**WHEREAS,** the President desires to appoint Sandy Brooks and Jeff Ludwig as the two resident members of the Efficiency Committee, with the advice and consent of the Board of Commissioners; and

**WHEREAS,** the Efficiency Committee shall meet at least three times and shall operate as a public body pursuant to the Open Meetings Act and Freedom of Information Act; and

**WHEREAS,** the Efficiency Committee shall provide a written report to the administrative office of the Ogle County Board no later than eighteen months after the day of the Efficiency Committee’s formation; and

BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING – MAY 15, 2023

PAGE 7

**WHEREAS,** the Efficiency Committee will be dissolved after it has made a written report to the Ogle County Board and all other statutory requirements have been satisfied;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE BYRON FOREST PRESERVE DISTRICT, OGLE** **COUNTY, ILLINOIS** as follows:

**SECTION 1:** That the Board of Commissioners hereby forms its Committee on Local Government Efficiency consisting of the following individuals:

* \_\_\_\_\_\_\_\_\_Aaron Vincer\_\_\_\_\_\_\_\_\_\_\_ [Name of Board President]
* \_\_\_\_\_\_\_\_\_Steve Patterson\_\_\_\_\_\_\_\_\_ [Name of Commissioner]
* \_\_\_\_\_\_\_\_\_Chris Remhof\_\_\_\_\_\_\_\_\_\_\_ [Name of Commissioner]
* \_\_\_\_\_\_\_\_\_Dave Breen\_\_\_\_\_\_\_\_\_\_\_\_\_ [Name of Commissioner]
* \_\_\_\_\_\_\_\_\_Kris Baker\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [Name of Commissioner]
* Sandy Brooks \_\_\_ [Name of Resident Member]
* Jeff Ludwig \_\_\_\_ [Name of Resident Member]
* Todd Tucker \_\_\_\_[Name of Chief Executive officer or Other Officer as Applicable]

**SECTION 2:** That \_\_\_\_\_\_Aaron Vincer\_\_\_\_\_\_ [Name] shall serve as the chairperson of the Efficiency Committee; and

**SECTION 3:** That the District’s Board Secretary, Open Meetings Act Officer, and Freedom of Information Act Officer shall serve the Efficiency Committee in those respective roles; and

**SECTION 4:** That the Efficiency Committee shall perform its duties in accordance with 50 ILCS 70/1 *et seq.*; and

**SECTION 5:** That the Board of Commissioners shall provide a written report to the Ogle County Board no later than November 15, 2024, which is eighteen months after the day of the Efficiency Committee’s formation.

**DATED** this 15th day of May, 2023.

BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING – MAY 15, 2023

PAGE 8

A ROLL CALL VOTE WAS TAKEN TO ADOPT RESOLUTION NO. 01-23: BAKER – YES, BREEN – YES, PATTERSON – YES, REMHOF – YES, AND VINCER – YES.

BAKER MOVED AND PATTERSON SECONDED A MOTION AT 7:49PM 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, SPECIFIC INDIVIDUALS WHO SERVE AS INDEPENDENT CONTRACTORS IN A PARK, RECREATIONAL, OR EDUCATIONAL 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, 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 PUBLIC BODY 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. BREEN – YES, PATTERSON – YES, REMHOF – YES, BAKER – YES, AND VINCER – YES.

BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING – MAY 15, 2023

PAGE 9

 BREEN MOVED AND BAKER SECONDED A MOTION AT 8:08PM TO COME OUT OF EXECUTIVE SESSION. PATTERSON – YES, REMHOF – YES, BAKER – YES, BREEN – YES, AND VINCER – YES.

 BAKER MOVED AND REMHOF SECONDED A MOTION AT 8:09PM TO ADJOURN THE MEETING. REMHOF – YES, BAKER – YES, BREEN – YES, PATTERSON – YES, AND VINCER – YES.

 Respectfully submitted,

 Chirs Remhof, Secretary

Board of Commissioners

CR/mg