

**KENDALL COUNTY FOREST PRESERVE DISTRICT
FINANCE COMMITTEE MEETING MINUTES
FEBRUARY 25, 2021**

I. Call to Order

Chairman Gengler called the meeting to order at 6:00 pm in the Kendall County Office Building, rooms 209 and 210.

II. Roll Call

	DeBolt		Gryder
X	Cesich	X	Kellogg (left meeting at 7:30 pm)
	Flowers		Koukol
X	Gengler		Rodriguez
X	Gilmour	X	Vickers

Commissioners Cesich, Gengler, Gilmour, Kellogg, and Vickers were all present.

Commissioner Kellogg left the meeting at 7:30 pm, and did not return.

III. Approval of Agenda

Commissioner Cesich made a motion to approve the meeting agenda as presented. Seconded by Commissioner Kellogg.

Motion: Commissioner Cesich					
Second: Commissioner Kellogg					
Roll call: Approval of Agenda					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
		DeBolt			Gryder
X		Cesich	X		Kellogg
		Flowers			Koukol
X		Gengler			Rodriguez
X		Gilmour	X		Vickers
Motion unanimously approved.					

Roll call: Commissioners Cesich, Gilmour, Kellogg, Vickers, and Gengler aye. Opposed, none. Motion unanimously approved.

IV. Public Comments

No public comments were offered from citizens in attendance.

V. Motion to Forward Claims to Commission for Approval

Commissioner Cesich made a motion to forward claims to Commission. Seconded by Commissioner Kellogg.

Motion: Commissioner Cesich					
Second: Commissioner Kellogg					
Roll call: Forward Claims to Commission					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
		DeBolt			Gryder
X		Cesich	X		Kellogg
		Flowers			Koukol
X		Gengler			Rodriguez
X		Gilmour	X		Vickers
Motion unanimously approved.					

Roll call: Commissioners Cesich, Gilmour, Kellogg, Vickers, and Gengler aye. Opposed, none.
Motion unanimously approved.

VI. Review of Preliminary Financial Statements through January 31, 2020

Director Guritz presented a report on the preliminary financial statements through January 31, 2021. Director Guritz reported that Latreese Caldwell will be working to update MUNIS with February’s amended budget figures.

VII. Environmental Education Program Financial Report (Natural Beginnings, Afternoon Adventure, Camps)

Emily Shanahan, Marketing and Environmental Education Manager, and Stefanie Wiencke, Special Projects and Natural Beginnings Program Manager, each presented a year-to-date financial report on the Environmental Education programs.

VIII. FY21 Increased Insurance Benefits Costs Update and Budget Amendment Discussion

The Finance Committee discussed the FY21 increased medical insurance benefit costs, including the need for a FY21 budget amendment. Direction was received to monitor costs, and work towards a mid-year budget amendment as needed. The anticipated appropriations shortfall is \$14,562.20.

IX. NICOR Past Due Account Charges (Blazing Star Bunkhouse) – Contingency Transfer

Director Guritz presented a the need for a potential contingency transfer for NICOR past due account charges for natural gas services to the Blazing Star Bunkhouse. The District owes \$444.90 for past bills that were sent to the District electronically. District staff did not authorize NICOR to begin sending eBills, but the overdue amount will be paid, which should satisfy the Santanna Energy collection effort.

X. FY21 District Grounds Staffing – Available Budget and Plan

Director Guritz presented the FY21 District grounds staffing available budget and plan.

XI. Pickerill-Pigott Forest Preserve Opening – Preserve Project Punch List

Director Guritz presented the Pickerill-Pigott preserve opening projects and punch list.

XII. Kendall County TAP Grant Reimbursement – Route 34 IDOT Trail Project

Director Guritz presented the Kendall County TAP Grant reimbursement, Route 34 IDOT Trail Project. Director Guritz reported that he anticipates a final invoice will be forthcoming. The KC-TAP grant reimbursement will exceed FY21 incurred costs for the project.

Commissioner Kellogg left the meeting at 7:30 pm and did not return.

XIII. Other Items of Business

- A. FY21 Farm License Agreements
- B. Designated Trails License Agreement (Millbrook North) – Discussion of Proposed Fee
- C. Yorkville Athletic Association License Agreement – Hoover Ballfield (Exp. 07/31/21)
- D. Sunrise Center North License Agreement (Exp. 12/31/21)
- E. Waste Management Contract Discussion (Auto Renew Exp. 04/30/21)
- F. ICECF Pollinator Meadows Grant Agreement Addendum
- G. IPMG Insurance Payment – Canoe Launch Area Entrance Vehicular Damages

Commissioner Cesich made a motion to forward the FY21 farm license agreements to Commission for approval. Seconded by Commissioner Gilmour.

Motion: Commissioner Cesich					
Second: Commissioner Gilmour					
Roll call: FY21 Farm License Agreements to Commission					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
		DeBolt			Gryder
X		Cesich			Kellogg
		Flowers			Koukol
X		Gengler			Rodriguez
X		Gilmour	X		Vickers
Motion unanimously approved.					

Roll call: Commissioners Cesich, Gilmour, Vickers, and Gengler aye. Opposed, none. Motion unanimously approved.

DRAFT FOR COMMISSION APPROVAL: 03/16/2021

Commissioner Vickers made a motion to forward the designated trails license agreement to the State's Attorney's Office for review, provided that Millbrook Trail Rides first consents to payment of the \$8,500.00 license fee, with further discussion and recommendations presented to the Committee of the Whole. Seconded by Commissioner Cesich.

Motion: Commissioner Vickers					
Second: Commissioner Cesich					
Roll call: Designated Trails License Agreement - Millbrook North Forest PReserve					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
		DeBolt			Gryder
X		Cesich			Kellogg
		Flowers			Koukol
X		Gengler			Rodriguez
X		Gilmour	X		Vickers
Motion unanimously approved.					

Roll call: Commissioners Cesich, Gilmour, Vickers, and Gengler aye. Opposed, none. Motion unanimously approved.

Commissioner Cesich made a motion to forward the ICECF Pollinator Meadows Grant Agreement Addendum to Commission for approval. Seconded by Commissioner Gilmour.

Motion: Commissioner Cesich					
Second: Commissioner Gilmour					
Roll call: ICECF Grant Addendum to Commission					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
		DeBolt			Gryder
X		Cesich			Kellogg
		Flowers			Koukol
X		Gengler			Rodriguez
X		Gilmour	X		Vickers
Motion unanimously approved.					

Roll call: Commissioners Cesich, Gilmour, Vickers, and Gengler aye. Opposed, none. Motion unanimously approved.

The Finance Committee discussed the other topics listed under Other Items of Business.

XIV. Public Comments

No public comments were offered from citizens in attendance.

XV. Executive Session

None.

XVI. Adjournment

Commissioner Cesich made a motion to adjourn. Seconded by Commissioner Gilmour.

Motion: Commissioner Cesich					
Second: Commissioner Gilmour					
Roll call: Adjournment					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
		DeBolt			Gryder
X		Cesich			Kellogg
		Flowers			Koukol
X		Gengler			Rodriguez
X		Gilmour	X		Vickers
Motion unanimously approved.					

Roll call: Commissioners Cesich, Gilmour, Vickers, and Gengler, aye. Opposed, none. Motion unanimously approved. Meeting adjourned at 8:00 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District