

**KENDALL COUNTY FOREST PRESERVE DISTRICT
FINANCE COMMITTEE MEETING MINUTES**

JANUARY 27, 2022

I. Call to Order

Chairman Gengler called the meeting to order at 4:01 pm in the Kendall County Administration Building, rooms 209 and 210.

II. Roll Call

X	Cesich		Gryder
	DeBolt	X	Kellogg (entered meeting at 4:54 pm)
	Flowers		Koukol
X	Gengler		Rodriguez
X	Gilmour	X	Vickers

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

Commissioner Kellogg entered the meeting at 4:54 pm.

III. Approval of Agenda

Commissioner Cesich made a motion to approve the meeting agenda as presented. Seconded by Commissioner Gilmour. Aye, all. Opposed, none.

IV. Public Comments

No public comments were offered from citizens present.

V. Motion to Forward Claims to Commission for Approval

Commissioner Vickers made a motion to forward claims to Commission. Seconded by Commissioner Gilmour. Aye, all. Opposed, none.

VI. Review of Financial Statements through December 31, 2021

a) Land Cash Fund 1910 Discussion – Capital Fund 1907 Reimbursement Transfer

Director Guritz presented an overview on the financial statements through December 31, 2021.

The Finance Committee discussed a Capital Fund 1907 reimbursement of funds transferred to the District's Land Cash Fund in FY21. The total amount transferred was \$52,700 that will be scheduled for transfer either through budget amendment in FY22, or scheduled within the FY23 budget.

VII. Updated Capital Fund Cash Flow Analysis – FY22-FY23

Director Guritz presented an updated Capital Fund cash flow analysis for FY22 to FY23 for discussion and review.

Director Guritz reported that the District will need to get reimbursed for 50% of the IDNR-PARC grant in order to have sufficient cash on hand to front the costs for the Fox River Bluffs 2018 RTP grant project. Both projects will need to be completed by fall 2023.

VIII. Pickerill-Pigott Estate House Construction Project Management

- a) Estimated Project Contingencies and Authority to Approve Contingency Expenditures**
- b) Finance and Operations Committee Proposed Reassignments (Commissioners Cesich and DeBolt)**

Commissioner Gengler made a motion to forward the estimated project contingencies and authority to approve contingency expenditures to Committee of the Whole for discussion. Seconded by Commissioner Cesich. Aye, all. Opposed, none.

Commissioner Vickers made a motion to forward the proposed Finance and Operation Committee reassignments to Operations for discussion. Seconded by Commissioner Gilmour. Aye, all. Opposed, none.

IX. Proposed FY 2022 Farm License Agreements and Status of FY21 Yield Payments

Director Guritz presented the draft contract terms for the FY22 Farm License agreements and reported on the status of the FY21 yield payments. The District received \$39,888.14 in FY22 for FY21 yield payments, primarily due to favorable pricing and yields at Millbrook North and South and Millington Forest Preserves (Mathre).

X. Reservation Woods Restoration Clearing Proposals and Recommendations (ICECF Grant Funded Project)

Director Guritz presented restoration clearing proposals that will be funded by the Illinois Clean Energy Community Foundation land acquisition grant. Commissioner Gengler made a motion to forward the Reservation Woods restoration clearing proposals to Commission for approval. Seconded by Commissioner Cesich. Aye, all. Opposed, none.

XI. Other Items of Business

a) Contract Reviews

- 1. Millington Forest Preserve Reciprocal Access Agreement**
- 2. Upland Design, LTD. Professional Services (Fox River Bluffs RTP Grant)**
- 3. Pickerill-Pigott Forest Preserve Bid Specifications**

b) Natural Beginnings Registration Updates

c) FY21 Audit Updates and End-of-Year Accruals

- 1. ARPA Project Funding – D. Construction Trail Improvements and Personnel Costs**
- 2. Facility Rental Deposits**
- 3. FY21 Farm License Yield Payments**
- 4. Natural Beginnings 21-22 Program Year – Prepaid Tuition**
- 5. FY21 Accrued Expenditures**

The Finance Committee discussed the Upland Design contract. The State's Attorney's Office's recommendations will need to be discussed along with Upland Design's requested changes at the Committee of the Whole meeting prior to presenting the contract to Commission for approval

Commissioner Gengler made a motion to forward the Upland Design, LTD, contract to the Committee of the Whole for discussion. Seconded by Commissioner Vickers. Aye, all. Opposed, none.

The Natural Beginnings 22-23 program registration is nearly full, which is significantly ahead of schedule over prior years.

The Finance Committee reviewed end-of-year accrual adjustments and surplus estimates, with a projected fund balance net gain from operations of over \$80,000.

XII. Public Comments

No public comments were offered from citizens in attendance.

XIII. Executive Session

None.

XIV. Adjournment

Commissioner Cesich made a motion to adjourn. Seconded by Commissioner Vickers. Aye, all. Opposed, none.

Meeting adjourned at 5:03 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District