

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

**APRIL 28, 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**

	Cesich		Gryder
X	DeBolt	X	Kellogg
	Flowers		Koukol
X	Gengler		Rodriguez
X	Gilmour	X	Vickers

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

**III. Approval of Agenda**

Commissioner DeBolt made a motion to approve the meeting agenda as presented. Seconded by Commissioner Vickers. 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 in the amount \$16,664.43 to Commission for approval. Seconded by Commissioner Kellogg. Aye, all. Opposed, none.

**VI. Review of Financial Statements through March 31, 2022**

Director Guritz presented an overview on the financial statements through March 31, 2022.

**VII. Pickerill-Pigott Estate House Construction Project Management**

- a) Architect's Recommendations; IDNR Scope of Work Review and Reduced Scope Discussion
- b) Discussion of Donating Contractor Outreach and Pre-Bid Construction Activities

Director Guritz presented an updates on the Pickerill-Pigott Estate House construction project pre-bid construction activities.

Finance Committee discussed the District's ability to accept donated services and materials from contractors for the Pickerill Estate House.

### **VIII. Capital Funds Cash Flow Analysis - Updated**

Director Guritz presented an updated Capital Funds Cash Flow Analysis. Assistant County Administrator Caldwell will be consulted to insure report accuracy. Based on the cash flow analysis, the District is able to move forward on the Fox River Bluffs RTP Public Access Project. The FY22 budget will need to be amended after bid results are known in order to effect the transfers needed and approve the construction contract.

### **IX. Other Items of Business**

- a) **Groot Inc. Overpayment Credit**
- b) **T-Mobile Service Proposal (Phones and Wireless Internet)**
- c) **Grounds Maintenance Division – Staffing Updates and Salary Analysis**
- d) **Mower Replacement Discussion and Quotes Received**
- e) **Disclosure and Consent to Common Representation – Whitt Law LLC**

Director Guritz presented an update on the Groot Inc. overpayment for dumpster service. The District has not received the requested refund at this point.

Director Guritz presented a proposal for changing the District's cellular service provider to T-Mobile.

Antoinette White, Grounds and Natural Resources Division Supervisor, presented an overview on a market study for the full-time Grounds Maintenance salaries. The Finance Committee requested inclusion and comparison of the value of the benefits package extended by the District and other agencies.

Commissioner DeBolt made a motion to forward the DeKane quote for the purchase of a Cub Cadet XT1 ST54 in the amount of \$3,099.00 to Commission for approval. Seconded by Commissioner Gilmour. Aye, all. Opposed, none.

Commissioner Gilmour made a motion to forward the Disclosure and Consent to Common Representation – Whitt Law LLC to Commission for approval. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

### **X. Public Comments**

No public comments were offered from citizens in attendance.

### **XI. Executive Session**

None.

**XII. Adjournment**

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

Meeting adjourned at 5:15 pm.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District