

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

**JANUARY 26, 2023**

**I. Call to Order**

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

**II. Roll Call**

	Bachmann		Koukol
X	DeBolt		Peterson
	Flowers		Rodriguez
	Gengler	X	Shanley
X	Kellogg	X	Wormley

Commissioners DeBolt, Kellogg, Shanley, and Wormley were all present.

**III. Approval of Agenda**

Commissioner Shanley made a motion to approve the meeting agenda as presented. Seconded by Commissioner DeBolt. 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 DeBolt made a motion to forward claims to Commission. Seconded by Commissioner Shanley. Aye, all. Opposed, none.

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

Director Guritz presented an overview of the preliminary financial statements through December 31, 2022. Audit accrual entries have not been completed.

**OLD BUSINESS**

**A. Reservation Woods Acquisition Project – Third Party Verification of Carbon Credits and National Sale RFP**

Director Guritz presented an update on the Reservation Woods third party verification of the Reservation Woods carbon credits, and the national sale RFP.

## **NEW BUSINESS**

### **A. Pickerill-Pigott Estate House – Construction Updates**

#### **I. Construction Project Updates**

Director Guritz presented a review construction updates for the Pickerill-Pigott Estate House.

#### **II. 2023 Lite Construction Contract Contingency - Change Order Tracking Report and Pending Change Orders 1) Fire Alarm System; 2) Greenhouse Interior Finishes; 3) HVAC-RTU Electric Service**

Director Guritz presented an overview of the Lite Construction contract contingencies, and spreadsheet summary of approved and pending change orders.

#### **III. Pickerill Estate House Fund 1913 Budget Review - Landscaping and Furniture and Fixtures**

Director Guritz presented an overview of the Fund 1913 contingency budget for landscaping, furniture, and fixtures.

#### **IV. Asphalt Drive Repair and Replacement Overview**

Director Guritz presented an overview on the asphalt drive repair and replacement cost proposal received from James Novak Paving, Inc.

### **Other Items of Business**

#### **A. FY22 Audit Progress Report**

#### **B. 3-Year Capital Plan Discussion**

#### **C. FY23 Farm License Agreements Updates**

Director Guritz presented updates on FY22 audit progress.

The Finance Committee reviewed the 3-year capital plan forecast, including rolling grant fund allocations to support priority capital projects.

The Finance Committee gave direction to forward base rent pricing for the FY23 Farm License Agreements to the Committee of the Whole with the proposed base rent increases. The Finance Committee discussed reformulation of the base rent for FY2024 contracts, with direction to send a certified letter notification to all farm operators. The draft certified letter was reviewed by the Committee. The proposed reformulation will be based on 1/3 of the value of the 10-year crop insurance average yield coverage amounts.

### **VII. Public Comments**

No public comments were offered by citizens in attendance.

### **VIII. Executive Session**

None.

**IX. Adjournment**

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

Meeting adjourned at 7:30 pm.

Respectfully submitted,

David Guritz

Executive Director, Kendall County Forest Preserve District