

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

**MARCH 30, 2023**

**I. Call to Order**

Chairman Wormley called the meeting to order at 5:09 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 (adjourned from the meeting at 5:40 pm)	X	Wormley

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

Commissioner Kellogg left the meeting at 5:40 pm and did not return.

**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 Shanley made a motion to forward the claims list to Commission. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

**VI. Capital Fund Balances and Review and Eligible Expenses (Fund 1907 (Capital); 1908 (FRB-RTP); 1910 (Land-Cash); 1913 (IDNR-PARC), and 1914 (ARPA))**

Director Guritz presented an overview of the funds available within the District's capital funds.

Latreese Caldwell provided guidance on the limitations for the expenditures of ARPA funds. ARPA Funds can be used for:

Latreese Caldwell reported that she had sent out information on the Final Rule related to allowable and eligible uses of ARPA funds including the enhancement and revitalization of outdoor spaces including:

Investments in improving outdoor spaces.

Promote improved health and safety outcomes such as parks, green spaces, recreational facilities, sidewalks, pedestrian safety features including crosswalks, projects that increase access to healthy foods, streetlights, neighborhood cleanup and other projects to revitalize public spaces.

Director Guritz emphasized that ARPA funds can be used to revitalize public spaces. Director Guritz reported that funds are being used for staffing, and for projects to revitalize the public space infrastructure within forest preserve areas, including improvements of multi-use trails, shelter roof replacements, trail boardwalk reconstruction, and similar projects to improve public access and safety, and to revitalize public use areas.

Antoinette White confirmed use of ARPA funds towards these and other preserve improvement projects.

### **OLD BUSINESS**

*No items posted for consideration*

### **NEW BUSINESS**

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

##### **I. Construction Project Updates – Field Report #12**

Director Guritz and President DeBolt presented construction updates for the Pickerill-Pigott Estate House.

##### **II. MOTION: Approval of a Motion to Forward Change Order #005, including an Increase in the Lite Construction Contract #19-1250 Increase of \$13,483.00 to Commission and the Illinois Department of Natural Resources for Approval**

Director Guritz presented the final Change Order #005 received from Kluber Architects for the Lite Construction contract. The net result following approval will be a \$13,483.00 contract increase, with the project's contingency funds depleted.

Commissioner DeBolt made a motion to forward Change Order #005 to Commission for approval. Seconded by Commissioner Shanley. Aye, all. Opposed, none.

##### **III. Review of HRH Clean Fill, Topsoil, and Site Grading Proposal**

The Finance Committee discussed the HRH topsoil delivery and site grading proposal. Director Guritz stated he would sign off on the estimated \$1,750 in cost for topsoil delivery, and \$2,000 cost for final grading work.

##### **IV. Review of the Four Seasons Landscaping Proposal**

The Finance Committee reviewed the Four Seasons Landscaping proposal. Commissioner DeBolt made a motion to forward the Four Seasons Landscaping Proposal to Commission for approval. Seconded by Commissioner Shanley. Aye, all. Opposed, none.

##### **V. Review of Billing Statement #1 – FY21 INDR-PARC Grant**

Director Guritz reviewed the remaining landscaping and grading proposals from HRH and Four Seasons, and materials allowance to be purchased by the District..

Commissioner Kellogg left the meeting at 5:40 pm.

**B. Village of Minooka Request – FY24 IDNR OSLAD Grant Concept Discussion**

The Finance Committee discussed a request from the Village of Minooka to jointly apply for a FY24 OSLAD grant in order to acquire parcel numbers 09-15-300-022 (Baker Woods Addition - 32.2-acres +/-) and 09-34-300-008 (Zavala Parcel - 5.0-acres +/-) from The Conservation Foundation.

As part of the acquisition model, the grant would cover the District's \$90,000.00 anticipated cost for the 32-acre Baker Woods addition, and the Village of Minooka's acquisition cost for the Zavala parcel would be reduced from \$475,000 plus closing costs to approximately \$128,000 plus closing costs.

The Finance Committee gave direction to set up an initial meeting with President DeBolt and Minooka Village President Offerman.

**OTHER ITEMS OF BUSINESS**

**A. FY22 Audit Progress Report**

Director Guritz reported that presentation of the Mack & Associates audit had been pushed back to the April Committee of the Whole meeting.

**B. FY23 IDNR-OSLAD Grant – Subat Nature Center – Notification of State Award**

Director Guritz presented information submitted to the State in order to develop the final grant agreement based on the District's OSLAD application.

**C. Wesley Hughes Estate**

The Finance Committee discussed the estate contribution. District representatives plan to attend the upcoming hearing scheduled at the Kendall County Courthouse for April 6 at 9 am. The Finance Committee discussed the form of contribution to be received. The estate portfolio includes municipal bonds that will carry a higher value at maturity if the funds can be temporarily held in trust by a registered not-for-profit for the District until the bonds mature.

Commissioner DeBolt made a motion to request an opinion from the Kendall County State's Attorney's Office to determine whether the District is able to enter into an agreement with the Forest Foundation of Kendall County, or other not-for-profit to hold invested assets in trust until such time that the investments reach maturity. Seconded by Commissioner Shanley. All, aye. Opposed, none.

**D. Little Rock Creek Dam Removal Project – Hey and Associates Construction Estimate Phase Update**

Grounds and Natural Resources Division Supervisor presented updates on the Hey and Associates construction estimates and approaches for removal of the lowhead dam at Little Rock Creek Forest Preserve, and to address gully formation restoration at Maramech Forest Preserve.

Initial estimates will be available at the April Committee of the Whole meeting for discussion.

**VII. Public Comments**

No public comments were offered from citizens in attendance.

**VIII. Executive Session**

None.

**IX. Adjournment**

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

Meeting adjourned at 6:29 pm.

Respectfully submitted,

David Guritz  
Executive Director, Kendall County Forest Preserve District