

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

OCTOBER 26, 2023

I. Call to Order

President DeBolt called the meeting to order at 4:46 pm in the Kendall County Administrative Office Building, Rooms 209 and 210.

II. Roll Call

	Bachmann		Koukol
X	DeBolt	X	Peterson
	Flowers		Rodriguez
	Gengler	X	Shanley (entered the meeting at
X	Kellogg	X	Wormley

Commissioners DeBolt, Kellogg, and Wormley were all present.

Commissioner Shanley entered the meeting at 5:10 pm.

III. Approval of Agenda

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

IV. Public Comments

No public comments were offered from citizens in attendance.

V. Motion to Forward Claims to Commission for Approval

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

VI. Review of Financial Statements for the Period Ending September 30, 2023

Director Guritz provided a review of the District's financial statements through September 30, 2023. The District is on track to generate an operating surplus for FY23.

Latreese Caldwell provided an update from the District's auditors, Mack & Associates reporting that the District does not need to amend the FY23 budget so long as total appropriations in each fund are not exceeded. Director Guritz reported that the District will not exceed total appropriations within any of the District funds in FY23. Mack & Associates also confirmed that unbudgeted fund transfers are acceptable so long as Commission approval is properly documented for compliance.

OLD BUSINESS

A. FY24 Preliminary Budgets (Updated)

Director Guritz presented the preliminary FY24 budget.

The Finance Committee discussed the FY24 preliminary budget, including the proposed 5% Levy increase allowable under PTELL.

The Finance Committee provided direction to prepare a report for the Committee of the Whole on proposed end-of-year fund transfers from the District's Operations Fund (Fund 1900) to the Capital Fund (Fund 1907) based on the projected surplus, and from the 2003/2012 Debt Service Fund (Fund 1902) to the 2007 15/16/17 Debt Service Fund (Fund 1903) and Capital Fund (1907) as presented within the updated FY24 preliminary budget.

B. FY24 Salary Spreadsheet and Benefit Costs Projections (Updated)

Director Guritz provided a final draft of the FY24 salary and benefits spreadsheet. Final draft figures are included within the FY24 preliminary budget presented.

C. Fund 1907 FY24 Capital Fund Budget and Schedule

Director Guritz presented the Fund 1907 FY24 Capital Fund (Fund 1907) budget and schedule.

D. Fund 1914 FY24 ARPA Fund Preserve Improvements Schedule

Grounds and Natural Resources Division Supervisor, Antoinette White, presented a report on the proposed projects and intergovernmental agreement addendum for the ARPA Fund (Fund 1914).

E. FY24 Combined Budget and Appropriations Ordinance (Updated)

Director Guritz presented an updated FY24 Combined Budget and Appropriations Ordinance. The final ordinance will be presented to the Committee of the Whole for review.

NEW BUSINESS

A. FY23 Proposed Budget Amendment

Director Guritz reported the District will not need to amend the FY23 budget per the District's auditors.

Commissioner Shanley entered the meeting at 5:10 pm.

B. Fund 1901 Debt Service Retirement Schedule (Preliminary)

Director Guritz presented the proposed 2007 15/16/17 Debt Service Fund (Fund 1901) levy reduction schedule.

C. ICRMT Liability and Workers' Compensation Policy Renewal and Premium

Director Guritz presented the ICRMT liability and workers' compensation policy renewal proposal and premium. Premium cost for FY24 insurance coverages has increased to \$79,361.00. The FY24 preliminary budget includes this figure.

D. West Suburban Purchasing Cooperative – Quotes for Vehicle Purchases

Grounds and Natural Resources Division Supervisor, Antoinette White, presented a vehicle replacement schedule and quotes for select vehicle replacements received from the West Suburban Purchasing Cooperative.

Other Items of Business

A. Truth in Taxation Public Notice (Preliminary)

Director Guritz presented a preliminary Truth in Taxation Public Notice for a required public hearing to be held on November 14, 2023.

VII. Public Comments

No public comments were offered from citizens in attendance.

VIII. Executive Session

None.

IX. Adjournment

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

Meeting adjourned at 5:20 pm.

Respectfully submitted,

David Guritz
Executive Director