

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

**JANUARY 25, 2024**

**I. Call to Order**

Chairman Wormley called the meeting to order at 5:35 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 (Adjourned from the meeting at 6:01 pm)
X	Kellogg	X	Wormley

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

**III. Approval of Agenda**

**IV. Public Comments**

No public comments were offered from citizens present.

**V. Motion to Forward Claims to Commission for Approval**

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

**VI. Review of Financial Statements for the Period Ending December 31, 2023**

Acting Director White presented the District's preliminary financial statements through December 31, 2023, remarking that final accrual entries are pending following completion of the FY23 audit.

**OLD BUSINESS**

**A. 2007 15/16/17 Debt Service Fund 1903 Interest Earnings Transfer to Capital Fund #1907**

Commissioner DeBolt made a motion to forward the 2007 15/16/17 Debt Service Fund 1903 Interest Earnings Transfer to Capital Fund #1907 to Committee of the Whole. Seconded by Commissioner Shanley. Aye, all. Opposed, none.

**B. Fox River Bluffs – Hoover Forest Preserve Trail Connection Project – Updated Probable Costs for Construction**

Acting Director White provided updated cost estimates.

The Finance Committee gave direction to hold off on further discussion until more accurate cost estimates are provided by Upland Design.

### **NEW BUSINESS**

#### **A. Grounds Coordinator and Resident Position – Starting Salary and Benefits Recommendations**

Acting Director White presented recommendations for the starting salary including benefit costs information for the Grounds Coordinator and Resident position. This included a proposed range for the monthly lease payment between \$500 and \$1,000.

Commissioner Shanley adjourned from the meeting at 6:01 pm, and did not return.

Commissioner Peterson made a motion to approve the position posting with a starting salary range of \$40,000 to \$45,000 yearly salary for the Grounds Coordinator and Resident position. Seconded by Commissioner Kellogg. All, aye. Opposed, none.

#### **B. Subat Nature Center – Kluber, Inc. – Discussion of Probable Costs for Construction**

The Finance Committee provide direction to continue working with Kluber Inc. to reduce the estimated project's construction costs.

#### **C. MOTION: Approval to Forward a Resolution of Authorization to Apply for a 2024 FHA-RTP Grant to Complete the Hoover-Fox River Bluffs Forest Preserves Trail Connection Project**

The Finance Committee provide direction to postpone discussion until final cost projections are received from Upland Design.

#### **D. FY23 Audit Progress – Mack & Associates**

Acting Director White provided updates on the FY23 audit progress.

#### **E. 2024 Proposed Farm License Agreements**

Commissioner Kellogg made a motion to forward the 2024 proposed farm license agreements to the Committee of the Whole. Seconded by Commissioner Peterson. Aye, all. Opposed, none.

### **Other Items of Business**

#### **A. Downstate Forest Preserve District Act – Proposed Amendment Updates**

Commissioner Kellogg provided remarks on the positive feedback received on the proposal.

#### **B. ICRMT – 2023 Workers' Compensation Audit Analysis**

The District was issued a refund based on the audit and FY23 analysis of salaries paid to all District staff by position classification.

#### **C. Hoover Forest Preserve – Bathhouse Fixture Repairs**

Acting Director White provided an overview of repairs scheduled to the Hoover Forest Preserve bathhouse.

**VII. Public Comments**

No public comments were offered from 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 6:13 pm.

Respectfully submitted,

Antoinette White  
Acting Executive Director