

**KENDALL COUNTY FOREST PRESERVE DISTRICT
FINANCE COMMITTEE MEETING MINUTES
June 27, 2024**

I. Call to Order

Chairman Wormley called the meeting to order at 5:10 pm in the Kendall County Administrative Office Building, Rooms 209 and 210.

II. Roll Call

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

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

III. Approval of Agenda

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

VI. Review of Financial Statements for the Period Ending May 31, 2024

Executive Advisor Guritz presented the District’s preliminary financial statements through May 31, 2024. The District is on track to meet budget expectations for the year.

OLD BUSINESS

VII. MOTION: Approval to Forward the Final Draft of the Ohio Valley Acquisition LLC – TC Energy – Temporary Easement Agreement to the Committee of the Whole for Review

Commissioner Shanley made a motion to forward the final draft of the Ohio Valley Acquisition LLC – TC Energy – temporary easement Agreement to the Committee of the Whole for review. Seconded by Commissioner Peterson. Aye, all. Opposed, none.

VIII. Upland Design LTD Site Plan Development and FY24 OSLAD Application Proposal for Acquiring the Aux Sable Creek Forest Preserve Parcels

The Finance Committee discussed the FY24 OSLAD application proposal. The site development and acquisition project will be reconsidered in FY2025.

NEW BUSINESS

IX. Unemployment Claims Expense Coding - Discussion and FY24 Fund 1900 Budget Amendment

Executive Advisor Guritz provided an overview on expense coding of unemployment claims. A new GL Code was added to the FY24 budget to account for the recent invoice received from the State.

X. Hoover and Baker Woods Roofing Projects Bid Results and Recommendations (Solicitation No. 24-06-001)

Commissioner Kellogg made a motion to forward the contract for the Hoover and Baker Woods Roofing Projects to the Committee of the Whole for review. Seconded by Commissioner Peterson. Aye, all. Opposed, none.

XI. 2024 Hoover Well Pump Replacement and Installation Project Bid Results and Recommendations (Solicitation No. 24-06-002)

Commissioner Wormley made a motion to forward the contract for the 2024 Hoover Well Pump Replacement and Installation Project to the Committee of the Whole for review. Seconded by Commissioner Shanley. Aye, all. Opposed, none.

XII. Probable Cost Estimate for Cured-in-Place Pipe (CIPP) Sewer Main Lining at Hoover Forest Preserve

Executive Advisor Guritz provided updates on the CIPP sewer lining at Hoover Forest Preserve.

The Finance Committee provided direction to draft the bid announcement and specifications for the project, including adding a bid alternate to complete a larger scope of work in the event that additional ARPA funding can be extended.

XIII. FY25 Preliminary Operating Fund (Fund 1900) Budget and Personnel Discussion

Executive Advisor Guritz provided an overview of the FY24 preliminary operating fund, presenting a balanced budget.

The Finance Committee provided direction to increase the salary raise minimum to 4%.

XIV. Henneberry Forest Preserve Maintenance Access Drive - Overview and Preliminary Proposal Discussion

Executive Advisor Guritz provided an overview of discussion on the potential Henneberry Forest Preserve maintenance access drive.

Other Items of Business

No other items of business were discussed.

XV. Public Comments

No public comments were offered from citizens in attendance.

XVI. Executive Session

None.

XVII. Adjournment

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

Meeting adjourned at 6:11 pm.

Respectfully submitted,

David Guritz
Executive Advisor