

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

**October 25, 2018**

**I. Call to Order**

Commissioner Cullick called the Finance Committee meeting to order at 6:37 pm in the Kendall County Board Room.

**II. Roll Call**

Commissioners Gilmour, Cullick, Davidson, and Kellogg all were present.

**III. Approval of Agenda**

Commissioner Gilmour made a motion to approve the agenda as presented. Seconded by Commissioner Davidson. All, aye. Opposed, none.

**IV. Citizens to be Heard**

There were no citizens to be heard.

**V. Motion to Forward Claims to Commission for an Amount Not-to-Exceed \$43,614.84**

The board reviewed the claims listed.

The discussed the completion of the Sempler Fi contract.

Commissioner Gilmour made a motion to forward claims not-to-exceed \$43,614.84. Seconded by Commissioner Davidson. Aye, all. Opposed, none.

**VI. Kendall County Proposed Website Migration Discussion**

Director Guritz remarked staff attended the Granicus presentation for the possible new platforms for the County website. There is currently the District website through the County and KendallForest. There is \$5,000.00 scheduled into Capital for the website.

**VII. FY19 KCFPD Operation and Capital Budgets Review and Discussion**

Director Guritz remarked the Operation budget is where it should be with programs improving. The Capital budget will include opening preserves and crop land conversion.

The board discussed the FY19 Operations and Capital budget. The projected budget for IMRF was discussed. The projected surplus for the FY19 budget is estimated at \$30,000.00. The Committee discussed the future of the fund balance.

## **VIII. KCFPD FY19 Budget Approval Timeframe Discussion**

Director Guritz reported the budget will be brought forward with the ordinances at the 2<sup>nd</sup> Commission meeting in November.

## **IX. HLR Engineering – Review of a Final Proposal for the Millbrook Bridge Demolition Project – Phase II and Phase III.**

Director Guritz reported the District received the permit from the Army Corps of Engineers. The billing terms for phase II and phase III were outlined.

The board discussed the details of the demolition project contract.

The board recommended sending the contract to the State's Attorney's Office.

## **X. Upland Design, LTD. Proposal for Initial Public Safety and Access Design Improvements at Little Rock Creek Forest Preserve**

Director Guritz reported the proposal from Upland Design for the initial public safety and access for improvements at Little Rock Creek Forest Preserve. Little Rock Creek Township completed the entryway improvements. Improvements to be looked at include a stairway down and a bridge.

## **XI. Fox River Bluffs 2019 Farm Lease Agreement Discussion**

Director Guritz reported the current farm lease will not be signing the 2019 lease but did offer a recommendation.

The board discussed the access road that is being put through the field.

The board gave direction to contract the suggested lease.

## **XII. Fox River Bluffs Tile Survey Proposal**

Director Guritz presented a Fox River Bluffs tile survey. The tile survey will be needed for restoration work.

The board discussed the timeline and budget of the tile survey. The Highway Department will cover part of the expense for the tile survey.

## **XIII. Executive Session**

None.

## **XIV. Other Items of Business**

Commissioner Davidson discussed a survey done on the septic system at Pickerill-Pigott Forest Preserve.

Director Guritz present updates on an update from Wire Wizard for a wireless smoke alarm system.

**XV. Citizens to be Heard**

Commissioner Davidson left the meeting room at 7:44 pm.

**XVI. Adjournment**

Commissioner Kellogg made a motion to adjourn. Seconded by Commissioner Gilmour. Aye, all. Opposed, none. Meeting adjourned at 7:45 pm.

Respectfully submitted,

David Guritz  
Executive Director, Kendall County Forest Preserve District