

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

**MARCH 29, 2018**

**I. Call to Order**

President Gilmour called the Finance Committee meeting to order at 7:08 pm in the Kendall County Board Room.

**II. Roll Call**

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

**III. Approval of Agenda**

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

**IV. Citizens to be Heard**

No public comments were offered by those in attendance.

**V. Motion to Forward Claims to Commission for an Amount Not-to-Exceed \$9,215.10**

President Gilmour motioned to forward claims not-to-exceed \$9,215.10 to Commission. Seconded by Commissioner Cullick.

Commissioner Kellogg asked if there were any line items that were not in-line with the budget that should be focused on.

Director Guritz responded that the supplementary claims list is on track with the budget.

President Gilmour asked about the Hoover bath house building.

Director Guritz responded that the claim was for repairs to the restrooms and shower building at the trail head of Hoover Forest Preserve. The expense was for lighting repairs.

Commissioner Davidson asked what the plow repairs were for.

Director Guritz responded that there were replacements on the on the plow assembly on the Hoover truck.

Finance Chair Cullick called the question. Aye, all. Opposed, none.

## **VI. Review of the Final West Bend Property Damage Release in the Amount of \$800.00**

Director Guritz remarked that the District has received a second quote for the repairs for \$800.00. West Bend Insurance Company has agreed to increase the settlement amount to match the second quote.

## **VII. National Business Furniture Quote for Replacement of the District's Administrative Assistant's Reception Work Station for \$2,303.20**

Director Guritz reported that the quote is for the purchase and delivery of a new work station. This work station will provide privacy to sensitive paperwork. This will also provide an area for customers to fill-out and sign off of permits and other registration paperwork. The existing desk will be used as the Director's desk. The Finance Committee discussed coding for the expense, with consensus for coding to the capital fund.

## **VIII. Hoover Forest Preserve Community Restoration Challenge Grant Project and Nature Play Space Phase II Project Overview, Including a \$10,000.00 Grant Application Submission to American Water**

Director Guritz reported that Upland Design donated time to create the site plan for the Hoover Nature Play Space in 2016. The mud kitchen, butterfly house, and butterfly rain garden were all constructed in 2016 just over \$6,000 from outside donations. Phase II funding, including grant funds from the proposed Illinois Clean Energy Community Foundation grant for \$5K is scheduled for construction of the Hobbit Tunnel. This tunnel will consist of a covered pipe with a planted fill and topsoil mound that children will be able to climb. A supplemental grant was submitted to American Water Illinois for \$10,000 to support completion of the water feature that will drain into the butterfly garden area. Water towers will be installed, with one-way directional flow of water to drain into the butterfly garden. The largest cost will be for landscaping stone, which can be offset from donations. The estimated cost is \$20,000, with the pending American Water grant offsetting half of the total projected cost. The amenities grant will provide \$5K to the project, and there is \$5,300 remaining for the project from funds received last year from 100+ Women Who Care.

Commissioner Davidson asked where the drain back is going to be in the play space.

Director Guritz responded that the check valve will be underground, below the frost line and will be turned off during the winter.

Commissioner Davidson suggested a structure to house the check valve for easier replacement.

President Gilmour remarked that this project was proposed without the District having to financially contribute to the construction costs.

Director Guritz remarked that so far the District has not had to fund any of the project work completed because of grants and donations received. This phase of the project will be presented at Committee of the Whole, then at the Forest Foundation meeting for approval of the concept plan and budget.

## **IX. Executive Session**

None.

## **X. Other Items of Business**

Director Guritz remarked the District received the approved IGA from Waubensee Community College. Waubensee Community College will reimburse the District for the prorated portion of the 2017 taxes on the Pickerill-Pigott life estate parcel. All other IGAs were sent out with an offer to present the IGA to the respective governance boards.

Director Guritz remarked that the District closed on the purchase of Little Rock Creek Forest Preserve. There are small farm fields totaling 8-acres recommended for continued agricultural production until they can undergo conversion. Kyle Connell has been approached to discuss interest in farming the parcels in 2018.

Commissioner Kellogg remarked that any revenue received would be better than letting the fields lie fallow.

Director Guritz remarked that there are farmers storing equipment from previous arrangements with the Stevenson Family in the metal storage shed on the property. The equipment will be moved out by first cutting of hay in 2018.

Commissioner Davidson suggested renting the land to the farmer that was storing equipment.

Director Guritz responded that those options will be explored.

President Gilmour remarked the Kendall County Chronicle had an article about the District's Makin' Maple Magic program.

Director Guritz remarked that there is development near Baker Woods Forest Preserve. Tri-Star development sent an email to the District expressing interest in donating land along the Aux Sable creek to the District.

Commissioner Kellogg remarked that Tri-Star development has been presented and discussed with the County Board. Director Guritz stated that there will be a meeting set up to discuss their proposal.

## **XI. Citizens to be Heard**

There were no citizens to be heard.

## **XII. Adjournment**

Commissioner Davidson made a motion to adjourn. Seconded by Commissioner Kellogg. Aye, all. Meeting adjourned at 7:38 pm.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District