

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

**JULY 11, 2018**

**I. Call to Order**

Commissioner Cullick called the Finance Committee meeting to order at 4:30 pm in the Kendall County Board Room.

**II. Roll Call**

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

**III. Approval of Agenda**

Commissioner Davidson made a motion to approve the agenda as presented. Seconded by Commissioner Gryder. 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 \$22,722.22**

Commissioner Davidson made a motion to forward claims for an amount not-to-exceed \$22,722.22 to Commission for approval. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

Director Guritz remarked that the claims list includes the purchase of epinephrine auto-injectors for summer camps, Ellis Equestrian Center and Natural Beginnings.

Commissioner Gryder asked where Pit Stop Garage is located.

Commissioner Cullick responded that it is in Yorkville off of Route 47.

Director Guritz remarked that all the canvas window covers and mattresses for the Hoover Forest Preserve bunk cabins have been delivered and are being installed.

**VI. Review of Financial Statements and Income and Expense Reports through June 30, 2018.**

Latreese Caldwell presented the financial statements and income and expense reports through June 30, 2018. Programs are exceeding revenue projections, and below budgeted expenditures. Overall, the District is up 8% in revenue over projections. Rental revenue has also increased YTD. Ellis House and Equestrian Center and Hoover Forest Preserve are exceeding revenue projections for the year.

The financials of Ellis House and Equestrian Center were further discussed. The Committee requested what the income and expenses would be anticipated within the Ellis cost centers for grounds maintenance at Baker Woods Forest Preserve in order to determine whether Ellis House and Equestrian Center programs are currently self-sustaining.

## **VII. Review of a Proposal from Blood Hound Private Utility Locators for Meadowhawk Lodge and the Sanitary Sewer Lift Station at Hoover Forest Preserve**

Director Guritz reported that Blood Hound Private Utility Locators inspected the lift station. It was found that there is a blockage in the sewer intake pipe leading into the lift station that will need to be replaced. This could also be causing possible issues with the operation of the lift station pumps.

## **VIII. Review of Kendall County Highway Cost Estimates for Completion of Cherry Road and Senior Planner Asselmeier Review of Questions Pertaining to the Development of Parcels Adjacent to Henneberry Woods Forest Preserve**

Director Guritz reported that the remaining property adjacent to Henneberry Forest Preserve's east boundary are in process of being sold under the Plat Act, which will likely impact completion of Cherry Road for public access to the preserve. If the District finished the road according to Township specifications, costs to maintain the road would remain the responsibility of the Township. The KC Highway Engineer's cost estimate for completion is \$750,000.

The Commission requested Director Guritz to reach out to the Township to discuss whether the Township would allow the District to complete a gravel road maintained by the District.

Director Guritz remarked that there are two parcels scheduled for conveyance to the Oswegoland Park District, but that it appears unlikely that the improvements will be completed in order for the Park District to accept the parcels.

## **IX. Executive Session**

None.

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

Director Guritz provided an updated Capital Fund Budget and Expenditures report. The report details expenditures assigned within each of the Capital Fund project appropriations.

Anticipated costs, including expenditures for completion of the Pickerill-Pigott Forest Preserve archaeological survey, was included within the report which will be updated through the remaining fiscal year.

The Committee discussed the pending expenditures.

Director Guritz reported that possible grant revenues are also shown on the report.

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

There were no citizens to be heard.

## **XII. Adjournment**

Commissioner Gryder made a motion to adjourn. Seconded by Commissioner Cullick. Aye, all. Opposed, none. Meeting adjourned at 5:35 pm.

Respectfully submitted,

David Guritz  
Executive Director, Kendall County Forest Preserve District