

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

MARCH 30, 2017

I. Call to Order

Acting Finance Committee Chairman Gilmour called the meeting to order at 6:30 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Davidson, Gilmour, and Kellogg all were present.

III. Approval of Agenda

Commissioner Kellogg made a motion to approve the agenda as presented. Seconded by Commissioner Davidson. Aye, all. Opposed, none.

IV. Citizens to be Heard

No public comments were offered by those in attendance.

V. Approval to Forward Claims in an Amount Not-to-Exceed \$6,908.89.

Commissioner Kellogg made a motion to forward claims to Commission in an amount not-to-exceed \$6,908.89. Seconded by Commissioner Davidson.

Commissioner Kellogg inquired into claim number 252 for \$100.00 for a security deposit return for the Historic Courthouse. Director Guritz stated that the claim is for the return of a courthouse rental security deposit. Funds collected for courthouse rentals are deposited with Kendall County, with returned security deposits coded as a related expense.

Commissioner Davidson inquired into claim number 195 for the return of a \$500 security deposit for an Ellis rental event. Director Guritz stated that the claim represents half of the total deposit in accordance with revised policies.

Commissioner Gilmour called the question. All, aye. Opposed, none.

VI. Review of Financial Statements through March 31, 2017

Director Guritz stated that the item was posted to the agenda in error.

VII. 2017 Series Refund Bonds Updates

Director Guritz reported that the sale of the 2017 Series Refund Bonds resulted in a net savings of \$1.841M, significantly higher than the December 2016 projections of \$1.2M. The refund bonds paperwork will be processed over the next three weeks. The combined total savings for all three bond refunding efforts stands at \$3.8M of generated taxpayer savings, representing an estimated \$90 savings per average market value home.

The Finance Committee examined the debt service comparison chart, and distribution of just over \$300,000 in savings per year from 2019 through 2024.

Director Guritz stated that the refunding results will be presented as part of the upcoming Commission meeting agenda.

Commissioner Kellogg requested including an updated spreadsheet showing the total combined savings in the Commission meeting packets.

VIII. The Conservation Foundation – 2017 Earth Day Benefit Dinner

The Finance Committee discussed the upcoming benefit dinner, noting a meeting conflict with the second Finance Committee meeting in April. Direction was received to invite Commission members and senior staff to participate in the dinner. Director Guritz stated he will provide assistance with the District's reservations.

IX. Dump Truck Vehicle Specifications Update and Bidding Timeframe

The Finance Committee reviewed the vehicle specifications for a 1-ton dump truck, including the trade in of the District's 1991 1-ton dump truck for residual or salvage value.

Director Guritz reported that the specifications call for a stainless steel dump box.

Commissioner Davidson questioned the need for the stainless steel dump box, stating that the box will outlast the life of the truck.

Director Guritz stated that this is a heavily used vehicle. The current working dump truck which is still in good shape will be utilized at Ellis House and Equestrian Center, with the new truck used for supporting grounds maintenance operations at the District's remaining preserve areas including Hoover.

Commissioner Kellogg agreed that the stainless steel option will increase cost, and useful life of the dump box, which could be installed for reuse on the eventual replacement vehicle.

Director Guritz stated that he needs a vehicle which will stand the test of time, as it will be a number of years before the District is able to replace this vehicle, but would not mind bidding an add alternate for the dump box so that bid price can be compared prior to selecting the low-bid vendor and placing the order.

The Finance Committee discussed the hauling requirements. Director Guritz stated that a follow-up report would be generated to provide insights into the amount and types of materials hauled.

Commissioner Kellogg stated that routine cleaning of the dump box can help slow down deterioration. Commissioner Kellogg stated he found a similar vehicle online, slightly used, for \$64,000 with similar specifications in Michigan. The Finance Committee discussed bidding requirements, including ability to advertise and extending invitations to bidders.

Director Guritz stated that bid results will be reviewed by the Finance Committee, and Kim Olson will be invited to attend the meeting in order to provide insights into vehicle use.

X. Trash and Recycling Services RFQ Updates

Director Guritz reported that the District's trash and recycling services request for quotations has been posted, with all firms licensed for trash removal in Kendall County invited to participate.

The District did receive a full refund for past overpayments from Republic Services.

XI. Hoover Fuel Tank Discussion

Director Guritz reported that District staff is looking into securing a working fuel tank for use at Hoover Forest Preserve. Commissioner Kellogg stated that usually the firm selected to deliver the fuel provides the tank. Director Guritz stated that there are currently two large above ground tanks that could be brought back into use near the old scout shop, secured behind chain link fencing.

Commissioner Kellogg and Davidson cautioned that staff and vendor inspect the condition of the tanks to insure that the bottoms are in good shape with no concerns over rusting out.

The Finance Committee discussed the need for the tank, and recommended that District staff continue to look into options and bring back a proposal for review.

XII. Hoover Water Distribution System and Water Pump Control Service Call Updates

Director Guritz reported that the water pump control service has been recalibrated, and the system is fully operational. The pump now goes into sleep mode once pressure is achieved.

Commissioner Davidson discussed the operation of the system with Director Guritz. Director Guritz reported that the system, as calibrated, should operate effectively to deliver continuous water supply under pressure between 55 to 60 psi. Commissioner Davidson suggested that the installation of a water storage tank on site could improve the efficiency of the system. Director Guritz stated that staff now has the ability to log and chart use and activity of the pump, which will be examined over this next year. Director Guritz thanked Commissioner Davidson for his guidance and insights, which helped to resolve concerns

with the system. Director Guritz reported that expenses on the project are low, and has asked Wight to help the District understand how the solar panels are tied into the building's grid, and how to determine the level of power being generated.

Commissioner Davidson stated that he knows a solar technician that can take a look at the system if needed after review of the drawings.

XIII. Executive Session

None.

XIV. Other Items of Business

No other items of business were discussed.

XV. Citizens to be Heard

No public comments were offered by those in attendance.

XVI. Adjournment

Commissioner Davidson made a motion to adjourn. Seconded by Commissioner Kellogg. All, aye. Opposed, none. Meeting adjourned at 7:22 pm.

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District