

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

**JULY 27, 2017**

**I. Call to Order**

Committee Chairman Cullick called the Finance Committee meeting to order at 6:57 pm in the Kendall County Board Room.

**II. Roll Call**

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

**III. Approval of Agenda**

Commissioner Gryder made a motion to approve the agenda as presented. Seconded by Commissioner Kellogg. All, aye. 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 \$11,059.22.**

Commissioner Gryder made a motion to forward claims to Commission in an amount not-to-exceed \$11,059.22. Seconded by Commissioner Kellogg.

The Finance Committee reviewed the claims list.

Commissioner Davidson asked whether the security deposit returns posted to the claims list were for completed events. Director Guritz stated that the amounts listed represented security deposit returns for completed events.

Commissioner Gryder inquired into claim #185 for ADS, Inc. Director Guritz stated that the charges are for quarterly alarm monitoring fees for Ellis House.

Chairman Cullick called the question. All, aye. Opposed, none.

**VI. Review of Capital Fund Balance and Priorities**

Director Guritz presented a report on capital project fund balances and priority projects for discussion.

Director Guritz stated that the goal is to develop a 5-year plan for the District for both operations and capital projects.

The Fund 950 – Capital Projects fund balance as of June 30, 2017 is \$1.62M

Projects discussed included the proposed Little Rock Creek Forest Preserve acquisition, Henneberry Forest Preserve restoration project, and future restoration and preserve access projects. The Finance Committee also reviewed amounts remaining on previously approved contracts.

The Finance Committee discussed interests in opening preserve areas to the public. Director Guritz stated that the proposed plan will include funds for preserve master planning and future preserve access projects.

The Finance Committee discussed Millbrook Bridge, including the history of agency ownership and jurisdiction.

Commissioner Davidson stated that regardless of agency ownership, the taxpayers of Kendall County will be funding the project to address the issue.

Director Guritz presented an overview of previous discussions on ownership, and offered to forward documents pertaining to ownership of Millbrook Bridge, including the intergovernmental agreement between the District and Fox Township for Committee review.

The Finance Committee discussed preserve maintenance efforts. Commissioner Davidson stated that he had fielded some complaints regarding mowing the preserve entrance at Harris Forest Preserve. Director Guritz stated that generally by this time of year, the Grounds Maintenance staff catches up with spring growth for both mowing and trail clearing projects. Commissioner Gryder stated that he had heard similar concerns, noting that preserve appearance is very good considering the District's budget and personnel limits.

Commissioner Davidson expressed concerns over tree growth within restored prairie areas. Director Guritz stated that this was being worked on, but that supplemental funding for restoration to support the District's prescribed burn program would be both supported and appreciated. The Finance Committee discussed options for supporting prescribed burns within forest preserve areas.

The Finance Committee discussed the capital fund report, stating that opening of preserves needs to be included within the 5-year plan. Director Guritz stated that preserves scheduled for public access improvements include Fox River Bluffs and Little Rock Creek, if acquired. Director Guritz stated that preserve access opportunities are limited for Millington and Henneberry Forest Preserves.

Commissioner Kellogg requested a listing of preserve areas, including distances from Kendall County population centers at a future meeting for discussion.

## **VII. OmniTRAX Correspondence Discussion**

The Finance Committee reviewed correspondence received from OmniTRAX requesting payment for work performed on the rail crossing at Hoover Forest Preserve in 2016. Director Guritz reported that the District does not currently have an approved crossing agreement in place with OmniTRAX/Illinois Railway, noting that efforts to negotiate a crossing agreement begun in 2010 had not resulted in an approved and signed agreement.

Director Guritz added that in summer 2016, crossing improvements were completed by OmniTRAX/IR outside of a formal agreement, and that this work was completed after the District, Yorkville, and IDOT had already begun to engage OmniTRAX/IR as part of the petition to the Illinois Commerce Commission to move forward with the grand-funded improvements. Director Guritz stated that up to this point, OmniTRAX/IR has not fulfilled the requirements of the ICC order to submit drawings and cost estimates for the proposed crossing improvements for Hoover Forest Preserve, and that he hoped that this would be addressed as part of the effort to get a signed crossing agreement in place..

Director Guritz reported that all correspondence has been forwarded to Assistant State's Attorney Lisa Coffey for review, and that a preliminary conference call has been scheduled to discuss their request for reimbursement of the 2016 crossing improvement costs.

Commissioners Kellogg and Gryder noted that the costs detailed in the 2012 Exhibit A document did not appear to reflect the actual work performed for the crossing, further suggesting that some of the costs included were well beyond the scope of work that would be anticipated for a vehicular crossing improvement project.

The Finance Committee discussed the correspondence and related issues.

Director Guritz stated that this observation would be passed along to Attorney Coffey prior to the scheduled call.

## **VIII. Executive Session**

None.

## **IX. Other Items of Business**

Director Guritz presented a proposal from Stonehill Landscaping, Inc. for the repair of the asphalt trail at Blackberry Trails Forest Preserve.

Commissioner Gryder made a motion to forward the Stonehill Landscaping, Inc. proposal in the amount of \$4,200.00 to Commission for approval. Seconded by Commissioner Kellogg. Aye, all. Opposed, none.

Director Guritz reported on a possible donation of horizontal boring services from TT Technologies for the replacement of the alarm cable between The Rookery building and the Blazing Star Bunkhouse.

Commissioner Gryder asked about a State of Illinois program where roadsides have been planted with low-grow wildflowers to provide pollinator habitat. Director Guritz stated that he would look into the programs available to see if there are grant-funded opportunities to enhance rights-of-way along District preserve boundaries.

The Finance Committee discussed the August meeting schedule, with anticipated cancellation of the first meeting in August.

Director Guritz reported that the District may be able to generate additional revenue in FY18 through the sale of surplus equipment. Director Guritz stated he would be working to pull together an inventory for review.

The Finance Committee discussed whether Kendall County participates within the Community Development Block Grants program of the US Dept. of Housing and Urban Development (DCEO in Illinois). The Committee indicated that some block grant funding had been received in the past by the health department.

#### **X. Citizens to be Heard**

No public comments were offered by those in attendance.

#### **XI. Adjournment**

Commissioner Gryder made a motion to adjourn. Seconded by Commissioner Kellogg. Commissioners Gryder, Kellogg and Cullick, aye. Opposed, Commissioner Davidson. Meeting adjourned at 7:50 pm.

Respectfully submitted,

David Guritz  
Executive Director, Kendall County Forest Preserve District