

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

JANUARY 11, 2017

I. Call to Order

Finance Committee Chairman Cullick called the meeting to order at 4:35 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Davidson, Cullick, and Gilmour were present.

III. Approval of Agenda

Commissioner Gilmour 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 \$5,934.46.

Commissioner Gilmour made a motion to forward claims to Commission in an amount not-to-exceed \$5,934.46. Seconded by Commissioner Cullick.

Commissioner Gilmour inquired into claim #155 for wedding ads. Director Guritz stated that the claim represented two payments to “The Knot” wedding guide as part of our \$3,000 contract split between the two fiscal years. The District’s promotional budget was increased for FY 16-17, and a marketing plan is in place for weddings and the bridal expo.

Director Guritz stated that claim #150 is for cleaning services incurred within the past fiscal year. Ellis staff is working to handle cleaning needs in house to reduce cleaning service costs in the budget.

Commissioner Davidson inquired into claim #152 for fuel. Director Guritz stated he would work to determine why the fuel charges were incurred.

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

VI. Summary of Underwriter Proposals Received and Speer Financial, Inc. Recommendations

Speer Financial, Inc. Senior Vice President Anthony Miceli presented the results of underwriter proposals received for the 2017 series refund bonds.

Anthony Miceli presented the proposal results from seven firms, and recommended moving forward with approval of RBC Capital Markets as Senior Underwriting Manager, and Bernardi Securities as co-manager with sale of bonds at a 60% to 40% ratio, respectively. For the sale of bonds, Bernardi Security will match the RBC bond sale fee schedule of \$3.45 per \$1,000.

Anthony Miceli reported that he had contacted Ice-Miller to serve as disclosure council, with a recommendation to approve their proposed fee of \$15,000 that will be included within the closing costs of the 2017 refunding.

Commissioner Davidson asked what the projected savings will be from the refunding based on the underwriter proposals received. Anthony Miceli stated that the projected savings is just over \$1.2M. Director Guritz asked what minimum savings threshold will be established in the authorizing ordinance. Anthony Miceli stated that the authorizing ordinance will included a 3% minimum savings threshold representing approximately \$900,000 in projected net savings.

Director Guritz stated that the fee proposed by Ice-Miller represents an increase over the prior year's refunding fee of \$6,500. The fee is increased because the 2017 refunding is significantly higher than the 2016 refunding.

Director Guritz stated that the motions to approve the underwriting firms and disclosure council will be presented at the upcoming Commission meeting for approval.

Commissioner Davidson requested a breakdown of taxpayer savings for each subsequent tax year. Anthony Miceli stated he would prepare a report showing the cumulative levy reductions and tax savings for Commission review prior to next Tuesday's meeting.

VII. 2017 Farm Lease Agreement Renewals

Director Guritz presented a spreadsheet overview of terms for the 2017 farm lease agreements, with a recommendation to renew lease agreements under the same terms as the 2016 lease agreements for the Mathre lease agreement for cropland acres at Millbrook North and South and Millington Forest Preserves; the Roberts lease agreement for cropland acres at Baker Woods Forest Preserve; the Connell lease agreement for Baker Woods Forest Preserve; and the Collins lease agreement for Henneberry Woods Forest Preserve.

Director Guritz recommended a reduced base rent to \$175 per acre from \$195 per acre for the Ormiston 2017 lease agreement at Henneberry, including removal of yield payment provisions. In discussions with Chris and Maurice Ormiston, the timber soils within the cropland footprint produce lower yields, and it is important to keep this area under crop production until the District is prepared to restore the 4-acres to grassland and shrubland habitat.

Director Guritz recommended renewal of the Connell hay field agreement to include a \$1 per small bale storage fee in order to store District inventory share year-to-year for delivery.

Delivery charge is included at \$3.00 per mile transported, or approximately \$60.00 for each delivery. This provision will allow the District to continue to minimize staff support needed for handling of bales, and retain sufficient inventory for feeding District and Sunrise North horses year-to-year without need for purchase and restocking of hay on the open market.

Commissioner Davidson stated that he has similar arrangements for hay storage, with the proposed changes fair, and beneficial to the District.

The Finance Committee discussed the cropland conversion project for Henneberry Forest Preserve. Director Guritz stated that the costs for conversion have been reduced with the grant for the Fox River Monarch Corridor Project, and Kendall County Highway Department mitigation project support.

Commissioner Davidson suggested that the District may be able to securing mowing services for the first three years at no charge.

VIII. Review of Ellis Tent Rental Proposals

Director Guritz presented two tent lease proposals received from Blue Peak Tents of West Chicago, Illinois and Top Notch Rental Services of Naperville, Illinois.

Both proposals are comparable, and include the lease of a comparable tent model, sidewalls with windows, can lights and dimmer switch, and fans.

The Blue Peak tent lease proposal cost is \$18,444.00. The Top Notch Rental Services cost is \$15,255.00, and includes a damage waiver fee, representing a \$3,189.00 savings below the Blue Peak proposal cost.

Commissioner Gilmour made a motion to forward the Top Notch Rental Services proposal to the Committee of the Whole for review. Seconded by Commissioner Cullick. All, aye. Opposed, none.

IX. KCFPD Vehicle Fleet Status Report and Need for Replacement Vehicles

A. 1991 GMC 3500 Dump Truck

B. 2003 John Deere Gator 4X2

Director Guritz presented information on two vehicles requiring replacement. A new 2-ton dump will replace the 1991 GMC 3500 dump truck. The 2003 John Deere Gator also needs to be replaced.

The District has received bid specifications from Kendall County Highway Department will be modified for District purposes for bidding.

For the John Deere Gator, the District will secure quotes from local area vendors for replacement.

Both existing vehicles will be scheduled for trade in as part of the District's requests for bids and proposals.

The Finance Committee

X. Executive Session

None.

XI. Citizens to be Heard

No public comments were offered by those in attendance.

XII. Other Items of Business

None.

XIII. Citizens to Be Heard

None.

XIV. Adjournment

Commissioner Cullick made a motion to adjourn. Seconded by Commissioner Davidson. All, aye. Meeting adjourned at 5:30 pm.

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District