

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

NOVEMBER 21, 2016

I. Call to Order

Finance Committee Chairman Cullick called the meeting to order at 6:36 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Gryder, Wehrli, and Cullick all were present.

III. Approval of Agenda

Commissioner Gryder made a motion to approve the agenda as presented. Seconded by Commissioner Wehrli. 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 \$14,303.35.

Commissioner Wehrli made a motion to forward claims to Commission in an amount not-to-exceed \$14,303.35. Seconded by Commissioner Gryder.

The Finance Committee reviewed the claim for the Chicago Wilderness Trust membership. Director Guritz stated that the District is a member agency of Chicago Wilderness. Over the past 15-years, the Trust has established regional efforts to conserve wildlife resources and natural areas in the Chicago region. The District benefits from this collaboration through support of regional conservation projects and programs. Director Guritz stated that the membership dues are typically paid earlier in the year. This payment represents dues for the 2016 membership year.

Commissioner Gryder inquired into the claim for the Ellis garage door. Director Guritz stated that the automated entry key pad needed to be replaced.

Commissioner Gryder inquired into claim #367 for pine shavings. Commissioner Wehrli stated that horse care costs are typically spread between lessons, camps and birthday parties. Director Guritz noted that the shavings are typically purchased for Sunrise Center North, and would be looking into whether the expense needed to be recoded.

The Finance Committee reviewed claim #483 for walkie-talkies. Director Guritz stated that the purchase was made to replace the walkie-talkies used for the District's prescription

burn program. After researching costs for replacement units, the District opted to purchase units similar to those used by the health department. The expense was coded to capital as part of the ComEd Green Region grant match requirement. ComEd grant funds were deposited into the capital fund for equipment purchases.

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

VI. IDNR-OSLAD / LWCF Reimbursement Notification

The Finance Committee reviewed a letter from the IDNR notifying the District of the pending reimbursement of \$750,000 for the acquisition of the Fox River Bluffs Forest Preserve. Reimbursement is anticipated by mid-December.

Director Guritz stated that Fox River Bluffs will need to be restored within a three year timeframe. Because the restoration of Fox River Bluffs Forest Preserve will reduce the District's operating funds by \$30,000, District surplus budgets need to grow by a corresponding amount over the next three years in order to afford the loss in cropland revenue without impacting District operations.

The Finance Committee discussed possible proposed amendments to the Downstate Forest Preserve District Act to exempt District assessment by drainage districts.

VII. Henneberry Forest Preserve Cropland Conversion Updates – Proposed Eldamain Road Corridor Tree Mitigation Site - Updates

Director Guritz presented an update on the Kendall County Highway Department's mitigation requirements, and development of the preliminary site tree and shrub mitigation plan for Henneberry Forest Preserve.

Director Guritz stated that use of Henneberry of the mitigation site will significantly reduce cropland conversion and restoration costs for the 45-acre parcel.

Director Guritz presented the potential species to be planted within a 10-15 acre footprint. The plan calls for expanding the woodland edge by planting trees and shrubs. Director Guritz stated that he would be reaching out to the Whitetail Ridge HOA to present the concept plans for restoration, and request access from the parcel controlled by the HOA near the intersection of Whitetail Ridge and Fairway Roads.

VIII. Ellis Flood Damage FEMA Reimbursement Updates

Director Guritz reported that the required paperwork has been submitted to the Illinois Emergency Management Agency to secure the reimbursement of flood damage costs incurred for the Ellis House.

IX. WIPFLI's CPAs Audit Engagement Letter

The Finance Committee reviewed the audit engagement letter. The terms for engagement remain the same as last year, with a total cost of \$7,500.00.

X. Executive Session

None.

XI. Other Items of Business

The Finance Committee discussed the term for the Hoover Supervisor and Resident lease agreement.

The Finance Committee discussed security for closing preserves at night. Chairman Cullick asked that this be examined in the upcoming year, with closer communication and cooperation with the Sheriff's Office.

Director Guritz stated that District vehicles can also be outfitted to establish a more formidable presence at closing. Director Guritz stated that public engagement at closing is when District staff are exposed to the highest risk.

Chairman Cullick stated that President Wehrli's hard work and leadership will be missed, thanking him for his service. President Wehrli stated that he is always available to help when needed.

XII. Citizens to Be Heard

None.

XIII. Adjournment

Commissioner Cullick made a motion to adjourn. Seconded by Commissioner Gryder. All, aye. Meeting adjourned at 7:10 pm.

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District