



1996 S. Kirk Rd Ste 320
Geneva, IL 60134

Forest Preserve, Finance and Administration Committee Meeting Minutes

Chairman Dale Berman, President Christopher Kious, Treasurer Bill Lenert,
Deborah Allan, Michelle Gumz, Leslie Juby, Jarett Sanchez, Vern Tepe, Rick Williams

Tuesday, April 25, 2023

2:00 PM

3rd Floor Board Room

I. Call to Order

President Kious called the meeting to order at 2:00PM, Chair Berman attended remotely.

PRESENT Chairman Dale Berman (Remote)
President Chris Kious
Commissioner Bill Lenert (Remote)
Commissioner Leslie Juby
Commissioner Vern Tepe
Commissioner Deborah Allan (Remote)
Commissioner Michelle Gumz (Remote)
Commissioner Jarett Sanchez (Arrived via remote @ 2:09 PM)

ABSENT Commissioner Rick Williams

Also Present: Commissioners: Davoust (Remote), Roth, Strathmann (Remote); Exec. Dir. Haberthur, CFO Petschke & staff Carrano, Marrano; Dir. of NRM Chess; Chief of Planning & Land Mgmt. Rooks-Lopez (Remote); Dir. of Ops. Pentecost; Comm. Affairs Dir. Metanchuk; Chief of Police Burger; Attorney Hodge; Admin Assist. Rafferty and Exec. Assist. Figliozzi

II. Approval of Minutes of March 28, 2023

RESULT: **APPROVED BY ROLL CALL VOTE**
MOVER: Leslie Juby
SECONDER: Deborah Allan
AYE: Dale Berman, Bill Lenert, Deborah Allan, Michelle Gumz, Leslie Juby,
and Vern Tepe
ABSENT: Jarett Sanchez, and Rick Williams

III. Public Comment (Each Speaker is limited to three minutes)

None.

IV. Bids and Proposals

None.

V. New or Unfinished Business

A. Ordinance for the Annual Budget Appropriation Fiscal Year 2023-2024

(Commissioner Sanchez arrived via remote at 2:09PM)

CFO Petschke presented the fiscal year 2023/2024 budget. Prior year trends were reviewed, and a priority analysis of new initiatives/purchases was created to determine the best uses of the funds available. The General Fund’s revenues are expected to increase slightly, from \$10,648,146 in the current year to \$10,992,705. The property tax increase was \$448,904. This was due to the Commission approving both new construction and CPI increase from the prior year’s levy. Petschke noted that the District moved the revenue’s from the Settler’s Hill golf course from the General Fund into the Construction and Development Fund, the same was done last year with Hughes Creek golf course. Petschke discussed the budgeted merit pool equal to 4.5% of the total annual salary budget. He emphasized that the percentage increases will vary based on performance evaluations. The 4.5% is reserved for those who obtain an “exceeds expectations” rating. Petschke explained the District was able to include five new positions; three of these positions are being funded through savings from the early retirement incentive offered. Petschke reported the expenses in the Construction and Development fund including various grant-funded projects.

DISCUSSION: *Commissioner Davoust asked about a potential OSLAD grant for the Settler’s Hill Club House construction. Chief of Planning and Land Management Rooks-Lopez explained the grant that would be applied for this kind of construction is called the PARK grant. This grant is specifically for recreation type construction, mainly geared to Park Districts for items like facilities. It is very competitive and only comes out every couple of years. Exec. Dir. Haberthur stated that the design fees for the clubhouse are included in this budget being presented.*

Commissioner Juby asked about the leasing program with the police vehicles. CFO Petschke responded that Kane County Division of Transportation (KDOT) had been successful with a lease program with Enterprise; the District followed the same model unfortunately the District has not had the same outcome. Commissioner Juby asked about the minimum wage differences within departments. Petschke stated that the numbers reflect the allowed budget within each department; however, the goal is get the minimum wage increased where needed.

Commissioner Lenert asked about how the potential 4.5% merit raise was allocated and budgeted. CFO Petschke responded that the 4.5% applies to qualified employees that are not on a probationary period and of that merit, it would only apply to those employees who receive an exceeds expectations. That percentage is allocated after reporting to Human Resources.

RESULT:	MOVED FORWARD BY ROLL CALL VOTE
TO:	Forest Preserve District Executive Committee
MOVER:	Leslie Juby
SECONDER:	Dale Berman
AYE:	Dale Berman, Bill Lenert, Deborah Allan, Michelle Gumz, Leslie Juby, Jarett Sanchez, and Vern Tepe
ABSENT:	Rick Williams

VI. Closed Session to Discuss Land Acquisition, License Agreements, Potential Litigation and Personnel

The Committee moved into Executive Closed Session at 2:24 PM to discuss license agreements.

RESULT: **APPROVED BY ROLL CALL VOTE**
MOVER: Vern Tepe
SECONDER: Michelle Gumz
AYE: Dale Berman, Bill Lenert, Deborah Allan, Michelle Gumz, Leslie Juby,
 Jarett Sanchez, and Vern Tepe
ABSENT: Rick Williams

The Committee returned to Open Session at 2:50 PM on a motion by Tepe, second by Allan. Roll call vote was taken, unanimous.

VII. Communications

Community Affairs Dir. Metanchuk presented pictures from the Earth Day event held on April 22, 2023. A number of volunteers and Senator Don DeWitt among those who attended to plant 500 trees and shrubs. The District had a Jazz trio play during the event. Metanchuk reported on the current sales of the online portion of the Native plant sale. The in-person sale will be held on Saturday April 29, 2023. The Treeline Newsletter is live online; hard copies will be mailed out soon.

VIII. Chairman's Comments

President Kious thanked staff for all their hard work in the grant application and award process for the various projects listed in the FY23/24 budget. Kious noted that the Earth Day event was a success and enjoyed the live band.

IX. Adjournment

The meeting adjourned at 2:57 PM.

RESULT: **APPROVED BY VOICE VOTE**
MOVER: Vern Tepe
SECONDER: Leslie Juby
AYE: Dale Berman, Chris Kious, Bill Lenert, Deborah Allan, Michelle
 Gumz, Leslie Juby, Jarett Sanchez, and Vern Tepe
ABSENT: Rick Williams

Christopher Kious, President
Forest Preserve District Finance and Administration Committee
Forest Preserve District of Kane County

Respectfully Submitted,

Gabriella Figliozi

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Recording Secretary