



FOREST PRESERVE DISTRICT OF KANE COUNTY

FINANCE AND ADMINISTRATION COMMITTEE MINUTES

I. Call to Order

The Forest Preserve District Finance and Administration Committee meeting was held Tuesday, April 27, 2021 at 2:00 PM at the Administration Offices located at Kane County Government Center, 719 S. Batavia Ave., Bldg. A, Geneva, IL 60134. The meeting was opened by Chair Dale Berman at 2:00 PM. Remote=*

Members Present:

Attendee Name:

Status:

Chair Dale Berman	Present
President Chris Kious	Present
Commissioner Mark Davoust	Present
Commissioner Ron Ford	Present*(via zoom @ 2:04 p.m.)
Commissioner Drew Frasz	Present*
Commissioner Mo Iqbal	Present*
Commissioner Bill Lenert	Present
Commissioner Cherryl Strathmann	Absent
Commissioner Vern Tepe	Present

Others Present:

Commissioners Bates*, Brown*, Kenyon, Martin, Molina*; Exec. Dir. Meyers; CFO Stanish & Staff Petschke*; Chief of Planning Anderson Jr.; Dir. of Ops Goreth*; NRM Dir. Haberthur* & Staff Rodeghero*; Dir. of Comm. Affairs Metanchuk; Attorney Hodge*; Recording Secretary Figliozzi; KC IT staff Peters.

II. Approval of Minutes from March 23, 2021

RESULT:	APPROVED BY ROLL CALL VOTE [UNANIMOUS]
MOVER:	Bill Lenert, Commissioner
SECONDER:	Mark Davoust, Commissioner
AYES:	Dale Berman, Mark Davoust, Ron Ford, Drew Frasz, Mo Iqbal, Bill Lenert, Vern Tepe
ABSENT:	Ron Ford, Cherryl Strathmann

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

None.

IV. Bid and Proposals

A. Presentation and Approval of Surplus Vehicles & Equipment

In 2013, the District began using an online auction house to dispose of surplus vehicles and equipment, with good results. All proceeds from the auction go into the General Fund.

In calendar year 2020, the District received \$32,910.00 from the online sale of vehicles and equipment. *(Ford arrived via zoom @ 2:04 p.m.)*

DISCUSSION: None.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 5/6/2021 8:30 AM
TO:	Forest Preserve District Executive Committee	
MOVER:	Mark Davoust, Commissioner	
SECONDER:	Bill Lenert, Commissioner	
AYES:	Dale Berman, Mark Davoust, Ron Ford, Drew Frasz, Mo Iqbal, Bill Lenert, Vern Tepe	
ABSENT:	Cherryl Strathmann	

B. Presentation and Approval of a Bid for the Hughes Creek Golf Club Parking Lot Project

For the 2020/21 fiscal year, the Commission approved \$296,000 for the repaving of the Hughes Creek Golf Club parking lot and cart-return area. The project area consists of approximately 52,200 square feet of pavement with 89 standard and three ADA-accessible parking stalls. The project was divided into two options. The first option was to remove and replace the project area pavement. The second option was to pulverize and recycle in place the project area pavement. Due to the uncertainty of base material depth and quality, staff chose the option to pulverize and recycle in place, to make sure the base was sufficient. The areas to be repaved will be pulverized and recycled in place, and paved with 2.5 inches of binder course, and 1.5 inches of finish surface course. The bid was publicly advertised and sent to 42 vendors with 10 responding. Champion Paving Corp. was the qualified, lowest bid with a price of \$108,548. Staff is requesting that a 10 percent contingency of \$10,855 also be approved for unforeseen incidental items, such as unsuitable soil conditions.

DISCUSSION: Questions were answered from the Committee.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 5/6/2021 8:30 AM
TO:	Forest Preserve District Executive Committee	
MOVER:	Bill Lenert, Commissioner	
SECONDER:	Drew Frasz, Commissioner	
AYES:	Dale Berman, Mark Davoust, Ron Ford, Drew Frasz, Mo Iqbal, Bill Lenert, Vern Tepe	
ABSENT:	Cherryl Strathmann	

V. New or Unfinished Business

A. Presentation and Approval of the 2021-2022 Proposed Appropriation Ordinance & Budget

The proposed budget represents a consolidated effort of all staff in maintaining very tight controls on expenditures within the District. 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 \$9,701,585 in the current fiscal year to \$9,847,426 for FY2021/22. The largest changes in revenues are due to the approval of both adding new construction and the Consumer Price Index (CPI) increase from the prior year's levy. The permanent closure of Deer Valley golf course and temporary closure of Settler's Hill Golf Course for renovations. Lastly, the State Replacement Tax increase, based on guidance from the Illinois Municipal League, the expectation is that this revenue source will increase by 30% for next fiscal year. Stanish noted, health insurance premiums decreased by 4.4% for the upcoming fiscal year.

DISCUSSION: Questions were answered from the Committee. NRM Dir. Haberthur answered questions regarding grant funded projects, the Pingree Grove NAWCA grant applied for has a reimbursement amount of \$100k. Commissioner Lenert stated that the grant reimbursements would lower the cost in expenses, a positive for the District. Commissioner Davoust commented on the Settler's Hill Golf Course Club House, noting the foot print has been created for future funding plans. Commissioner Tepe asked about a 3% staff salary increase; CFO Stanish explained that salary is based on merit increase.

Exec. Dir. Meyers discussed the Staff Retreat scheduled for the fall of this year 2021. The retreat covers a list of priorities, goals and objectives.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 5/6/2021 8:30 AM
TO:	Forest Preserve District Executive Committee	
MOVER:	Drew Frasz, Commissioner	
SECONDER:	Mark Davoust, Commissioner	
AYES:	Dale Berman, Mark Davoust, Ron Ford, Drew Frasz, Mo Iqbal, Bill Lenert, Vern Tepe	
ABSENT:	Cherryl Strathmann	

B. Presentation and Approval of the Muirhead Springs Forest Preserve Wetland & Stream Mitigation Bank Credit Pricing

Prior to starting any work on the MSFP-WSMB project, the District needs to complete final engineering, which will be budgeted in Fiscal Year 2021/22. Before construction can begin, the District will need to secure various permits and financial resources through the sale of Wetland and Stream Mitigation Credits. As part of the MBI, the District can sell up to 20% of its Wetland and Stream Mitigation Credits, before starting construction. The MBI has other credit-release thresholds that will need to be accomplished before Wetland and Stream Mitigation Credits can be available for sale. Staff proposes the following dollar range for mitigation credits; Wetland Mitigation credits: \$50,000 to \$150,000 per acre and Stream Mitigation: \$250 per linear foot to \$1,500 per linear foot.

Staff will negotiate with each Wetland and Stream Mitigation Credit Purchaser in a fair and competitive manner. Documentation from other Wetland and Stream Mitigation Banks will be periodically investigated to make sure the District's Wetland and Stream Mitigation Bank is competitively priced. Staff will update the Finance & Administration Committee annually, and secure approval for any changes to the mitigation credit pricing.

DISCUSSION: Exec. Dir. Meyers noted this is an excellent long term project for the District. This provides a sense of security that the District can have the funds in the bank, and have the credits available. This will be going on for a long time, beyond our lifetime.

Commissioner Bates asked about the financial aspect of the mitigation bank and if it was a money or land bank. Dir. Meyers stated that if an outside entity such as the County, Fermi

Lab, the District or a developer could not create the required mitigation on their land, they could purchase credits at a wetland bank. The District works with the Army Corps of Engineers as do the entities needing the credit(s). The credit(s) are in the form of an easement over the land.

Chief of Planning Anderson noted that this is a competitive market there are other competitive mitigation banks.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 5/6/2021 8:30 AM
TO:	Forest Preserve District Executive Committee	
MOVER:	Mark Davoust, Commissioner	
SECONDER:	Bill Lenert, Commissioner	
AYES:	Dale Berman, Mark Davoust, Ron Ford, Drew Frasz, Mo Iqbal, Bill Lenert, Vern Tepe	
ABSENT:	Cherryl Strathmann	

VI. Closed Session to Discuss Land Acquisition, Contracts, Litigation and Personnel

None.

VII. Communications

None.

VIII. Chairman's Comments

None.

IX. Adjournment

This meeting adjourned at 2:26 p.m.

RESULT:	ADJOURNED BY VOICE VOTE [UNANIMOUS]
MOVER:	Michael Kenyon, Commissioner
SECONDER:	Ron Ford, Commissioner
AYES:	Drew Frasz, Dale Berman, Ron Ford, Mark Davoust, Mo Iqbal, Michael Kenyon, Chris Kious, Bill Lenert, John Martin
ABSENT:	Cherryl Strathmann

Dale Berman, Chairman
Forest Preserve District Finance and Administration Committee
Forest Preserve District of Kane County

**Adjournment until: Tuesday May 25, 2021 at 2:00 p.m. via zoom
and in person at the Kane County Government
Center Bldg. A, 2nd fl. Geneva, Illinois 60134**

Respectfully Submitted,

Gabriella Figliozzi

Gabriella Figliozzi
Recording Secretary