



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, March 22, 2022 at 2:00 PM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134. The meeting was opened by Chair Dale Berman at 2:00 PM. Remote=*

Members Present:

<u>Attendee Name:</u>	<u>Status:</u>
Chair Dale Berman	Present
Commissioner Ron Ford	Present
Commissioner Drew Frasz	Present
President Chris Kious	Present
Commissioner Bill Lenert	Present
Commissioner Cherryl Strathmann	Present
Commissioner Vern Tepe	Present
Commissioner Mark Davoust	Present*
Commissioner Mo Iqbal	Present* (via remote @ 2:02 p.m.)

Others Present:

Also Present: Commissioners Allan*, Brown*; Exec. Dir. Meyers; CFO Stanish & staff Marano*; Chief of Planning Anderson Jr. & staff Tegge; Dir. of NRM Haberthur & staff Rodeghero*; Dir. of Comm. Affairs Metanchuk & staff Kovach; Dir. of Ops. Goreth; Dir. of HR Yee; Dir. of Public Safety & Chief of Police Burger; Attorney Hodge and Recording Secretary Figliozzi.

II. Approval of Minutes from February 22, 2022

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

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

None.

IV. Bids and Proposals

A. Presentation and Approval of Change Order #10 with Wadsworth Golf Construction Company for the Settler's Hill Golf Course Renovation Project

Chief of Planning Anderson Jr. presented the Change Order for Wadsworth Golf Company. Funds totaling \$5,814,226.37 were budgeted and allocated for the SHGC Renovation Project with Wadsworth Golf Construction Company. In addition, a contingency fund was approved at 5%, \$290,712.00, all of which has been used in the prior nine change orders. Presently there are \$515,175.55 funds available for the overall SHGC Project. The total Settler's Hill Golf Course Project budget is \$7,497,400. Staff recommends the Commission approve Change Order #10 for \$78,450.67

to Wadsworth Golf Construction Company of Plainfield, Illinois for a new contract total of \$6,182,483.92 for the SHGC Renovation Project.

DISCUSSION: None. (Commissioner Iqbal arrived via remote @ 2:02 p.m.)

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 4/7/2022 8:30 AM
TO:	Forest Preserve District Executive Committee	
MOVER:	Mark Davoust, Commissioner	
SECONDER:	Drew Frasz, Commissioner	
AYES:	Dale Berman, Mark Davoust, Ron Ford, Drew Frasz, Mo Iqbal, Bill Lenert, Cheryl Strathmann, Vern Tepe	

B. Presentation and Approval of a Contract Extension for Design, Final Engineering and Construction Administration with Wight & Company for the Settler's Hill Golf Course Start-Up Project

Chief of Planning Anderson Jr. presented the contract extension request. The District extended a contract for conceptual planning services for the Settler's Hill Golf Course (SHGC) Start-Up Project, which included a location for a future clubhouse and cart storage, cart path circulation to hole #1, driving range parking lot, and resurfacing of the existing parking lot and a portion of the access road. Phase I preliminary design is complete. The original contract totaled \$18,900, with final expenditures of \$15,000 (\$3,900 under contract). Said funds will be used towards the new contract, which is \$15,400 (\$11,500; applying remaining \$3,900), for a new contract total of \$30,400. This next phase of work will include final design, engineering services, bid documents and construction administration for the Settler's Hill Golf Course Start-Up Project: Cart Path, Parking Lot Resurfacing and Driving Range Parking Lot.

DISCUSSION: *Commissioner Lenert asked about the blacktop placement for the driving range and what the future plans were with the gravel. COP Anderson Jr., responded that the plan is to complete all portions of the current traffic flow and design, then finish with asphalt.*

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 4/7/2022 8:30 AM
TO:	Forest Preserve District Executive Committee	
MOVER:	Ron Ford, Commissioner	
SECONDER:	Bill Lenert, Commissioner	
AYES:	Dale Berman, Mark Davoust, Ron Ford, Drew Frasz, Mo Iqbal, Bill Lenert, Cheryl Strathmann, Vern Tepe	

V. New or Unfinished Business

A. Presentation and Approval of a One-Time COVID-19 Special Compensation Program

Exec. Dir. Meyers presented the onetime special compensation item. Throughout the pandemic, District employees have demonstrated their commitment to keeping the preserves open in order to provide the public with access to outdoor spaces to support well-being and respite. The District values the dedication of its employees and would like to acknowledge their dedication by providing all full-time and year-round part time employees with a one-time, special compensation in the form of a lump-sum payment. The cost of this recommendation is approximately \$30,350 and can be funded through attrition savings during the FY2021-2022 budget year.

DISCUSSION: *Commissioner Lenert expressed his concerned with the operational budget going forward. He questioned if this was something the District could afford. Exec. Dir. Meyers responded that the source of funds are surplus as a result of savings from various position vacancies, until filled, during the current fiscal year. Commissioner Lenert asked if the District has a reserve and if this can be an option for the future. He noted that the perspective could be that the District is providing bonuses and then potentially asking for a referendum in the future. Exec. Dir. Meyers stated the*

special compensation is presented as a one-time expenditure only and will not impact future budgets.

President Kious commented that during COVID-19 shut down, the District's operating staff were the frontline workers who maintained the preserves to keep open.

Finance Chair Berman commented that the expenditure is an estimated \$30,000, a way to say thank you to the staff.

Commissioner Strathmann stated that this expenditure was important, a good thing, and a way to really appreciate the staff.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [7 TO 1]	Next: 4/7/2022 8:30 AM
TO:	Forest Preserve District Executive Committee	
MOVER:	Ron Ford, Commissioner	
SECONDER:	Drew Frasz, Commissioner	
AYES:	Dale Berman, Mark Davoust, Ron Ford, Drew Frasz, Mo Iqbal, Cherryl Strathmann, Vern Tepe	
NAYS:	Bill Lenert	

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

The Committee moved into Executive Closed Session at 2:18 p.m. on a motion by Lenert, second by Tepe to discuss potential litigation.

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

The Committee returned to Open Session at 2:30 p.m. on a motion by Ford, second by Lenert, Roll Call Vote was taken, unanimous.

VII. Communications

Commissioner Davoust promoted the Kane Forest Foundation Annual Native Plant Sale, the online sale will be open through April 15, 2022.

VIII. Chairman's Comments

None.

IX. Adjournment

The meeting adjourned at 2:32 p.m.

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

Respectfully Submitted,
Gabriella Figliozzi
Recording Secretary

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