



## FOREST PRESERVE DISTRICT OF KANE COUNTY

### FINANCE AND ADMINISTRATION COMMITTEE MINUTES

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#### I. Call to Order

The Forest Preserve District Finance and Administration Committee meeting was held Tuesday, May 19, 2020, at 2:00 PM, via video conference at the Kane County Government Center, 719 Batavia Ave., Building A, Geneva, IL 60134. There was a previous County meeting, which caused a delay in the District's meeting time. The meeting was opened by Chairman Mark Davoust at 2:55 PM.

#### Members Present:

|                               |         |
|-------------------------------|---------|
| Chairman Mark Davoust         | Remote  |
| President Michael Kenyon      | Present |
| Commissioner Theresa Barreiro | Remote  |
| Commissioner Matt Hanson      | Present |
| Commissioner John Hoscheit    | Present |
| Commissioner Chris Kious      | Remote  |
| Commissioner Bill Lenert      | Present |
| Commissioner John Martin      | Present |
| Treasurer, Penny Wegman       | Present |

#### Others Present:

Monica Meyers, Executive Director, Ken J. Stanish, Chief Financial Officer, Ken Anderson, Jr., Chief of Planning and Operations, Laurie Metanchuk, Director of Community Affairs, Ben Haberthur, Director of Natural Resource Management, Tracey Smith, Director of Human Resources, John Goreth, Director of Operations, Dave Petschke, Accounting Manager, Ellen J. Maglio, Recording Secretary. Attorneys Hodge and Kinnally.

#### II. Approval of Minutes from April 21, 2020

|                  |   |
|------------------|---|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>   |
| <b>MOVER:</b>    | Chris Kious, Commissioner   |
| <b>SECONDER:</b> | Bill Lenert, Commissioner   |
| <b>AYES:</b>     | Theresa Barreiro, Mark Davoust, Matt Hanson, John Hoscheit, Michael Kenyon, Chris Kious, Bill Lenert, John Martin, Penny Wegman |

#### III. Public Comment (Each speaker is limited to three minutes) *None.*

#### IV. New or Unfinished Business

##### A. Presentation and Approval of Support for the Illinois Fox River Water Initiative

The Fox River — so much a part of Kane County residents' lives — extends far beyond our region. The headwaters of the Fox River originate in Lisbon, Wisconsin. The river flows south to Illinois, runs throughout Kane County, to the confluence with the Illinois River, in

Ottawa, Illinois. There is an initiative to proclaim the 200-mile stretch from Menomonee Falls, Wisconsin through Ottawa, Illinois as the “Fabulous Fox Water Trail.”

Goals of the initiative are to educate people by recognizing the geologic and human history, cultural and natural resources along the river; to protect the river by advocating for the environment and improved water quality; and to foster engagement by inviting communities to join in preserving, protecting and promoting the river.

As multiple forest preserves within Kane County are adjacent to the Fox River, and as local conservation, education and recreation are part of our allied mission, staff feels it’s important that we strongly support this initiative seeking designation as a National Water Trail as part of the National Water Trail System.

**DISCUSSION:** *None.*

|                  |   |
|------------------|---|
| <b>RESULT:</b>   | <b>MOVED FORWARD BY VOICE VOTE [UNANIMOUS]</b>  |
| <b>TO:</b>       | <b>FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 6/5/2020 8:30 AM</b>  |
| <b>MOVER:</b>    | Mark Davoust, Chairman  |
| <b>SECONDER:</b> | Chris Kious, Commissioner   |
| <b>AYES:</b>     | Theresa Barreiro, Mark Davoust, Matt Hanson, John Hoscheit, Michael Kenyon, Chris Kious, Bill Lenert, John Martin, Penny Wegman |

**B. Presentation and Approval of the FY20/21 Proposed Appropriation Ordinance and Budget**

The proposed budget for fiscal year 2020-2021 has been modified several times over the past few months based on the changing current environment. This budget represents staff’s best estimate of expected revenues and expenses for all funds. Because of a quickly changing landscape, expenditures have been streamlined to allow the greatest amount of flexibility in case actual revenues start to come in at a lower rate.

The General Fund’s revenues are expected to remain relatively flat, going from \$9,707,265 in the current year to \$9,701,585 for FY20-21.

A total of \$3,574,332 in new projects or additional funding of current projects is being proposed within the Construction & Development Fund.

The amount appropriated differs from the budgeted amount by 10%. It is common among municipalities to appropriate more than the amount budgeted by fund to allow for any unexpected expenditures that may arise during the fiscal year while keeping the District in compliance with state statute. Management monitors and reports its financial performance based on the amount **budgeted** and not appropriated. This practice was implemented in the 2012-13 budget cycle and has continued each year.

**DISCUSSION:** Commissioner Hanson asked if there were COVID 19 impact models taken into consideration while planning and preparing this budget and if so what are the factors. CFO Stanish explained that the campground revenue and decrease in management company revenues all have a large impact in the planning process. Trying to project that impact has been challenging. The budget and expenditures will have to be reviewed on a monthly basis. Also, the record rainfall for the month of May 2020, has had a severe impact to the process. We have had to add an additional \$500,000 to the construction development fund to accommodate the drainage repairs that will be required.

**RESULT:** MOVED FORWARD BY VOICE VOTE [UNANIMOUS]  
**TO:** FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 6/5/2020 8:30 AM  
**MOVER:** Chris Kious, Commissioner  
**SECONDER:** Michael Kenyon, President  
**AYES:** Theresa Barreiro, Mark Davoust, Matt Hanson, John Hoscheit, Michael Kenyon, Chris Kious, Bill Lenert, John Martin, Penny Wegman

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

Entered into Closed Session to discuss contracts at 3:20 PM and exited at 4:00 PM

**RESULT:** ENTERED INTO CLOSED SESSION BY ROLL CALL VOTE [UNANIMOUS]  
**MOVER:** Chris Kious, Commissioner  
**SECONDER:** Bill Lenert, Commissioner  
**AYES:** Theresa Barreiro, Mark Davoust, Matt Hanson, John Hoscheit, Michael Kenyon, Chris Kious, Bill Lenert, John Martin, Penny Wegman

**RESULT:** ROLL CALL VOTE [UNANIMOUS]  
**MOVER:** Chris Kious, Commissioner  
**SECONDER:** Bill Lenert, Commissioner  
**AYES:** Theresa Barreiro, Mark Davoust, Matt Hanson, John Hoscheit, Michael Kenyon, Chris Kious, Bill Lenert, John Martin, Penny Wegman

## VI. Communications

### A. Campgrounds Discussion

There was a brief discussion regarding the tentative opening of the campgrounds. To date, the State has not allowed the opening, but if the Executive Order is not renewed, the District plans on the campground opening on May 29th. Staff has been hired and the grounds prepared. CFO Stanish stressed the impact of lost revenues including the Campground makes.

Additionally, Executive Director Meyers introduced the Illinois Department of Commerce and Economic Opportunity for grants from the Rebuild Illinois program. This program is funded by state funds as included in the 2019 Capital Bill. The District would like to submit for these grants for these projects: the Settler's Hill Golf Course improvements, redevelopment of the Oakhurst Forest Preserve, and the Jon J. Duerr Forest Preserve, maintenance and parking lot improvements at Hughes Creek and a development of a wetland bird habitat at the Pingree Grove Forest Preserve. The total amount of Rebuild Illinois funds to be requested for the six projects is \$10,500,000. The Forest Preserve District of Kane County also proposes to expend \$1,879,526 in non-Rebuild Illinois funds on

the project. These non-Rebuild Illinois funds will be derived from the Capital Development Fund, and two grants from the Illinois Department of Natural Resources and the Wadsworth Foundation Grant in the amount of \$650,000.

**VII. Chairman's Comments** *None.*

**VIII. Adjournment**

|                  |   |
|------------------|---|
| <b>RESULT:</b>   | <b>ADJOURNED BY VOICE VOTE [UNANIMOUS]</b>  |
| <b>MOVER:</b>    | Chris Kious, Commissioner   |
| <b>SECONDER:</b> | Penny Wegman, Commissioner  |
| <b>AYES:</b>     | Theresa Barreiro, Mark Davoust, Matt Hanson, John Hoscheit, Michael Kenyon, Chris Kious, Bill Lenert, John Martin, Penny Wegman |

Mark Davoust, Chairman  
Forest Preserve District Finance and Administration Committee  
Forest Preserve District of Kane County

**Adjournment until: Tuesday, June 23, 2020 at 2:00 pm**  
**TBD via videoconference or**  
**Forest Preserve District Administration Office**  
**1996 S. Kirk Road, Geneva, Illinois 60134**

Respectfully Submitted,

*Ellen J. Maglio*

Ellen J. Maglio  
Recording Secretary



## FOREST PRESERVE DISTRICT OF KANE COUNTY

### FINANCE AND ADMINISTRATION COMMITTEE CLOSED SESSION MINUTES

MAY 19, 2020

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The Forest Preserve District Finance and Administration Committee meeting was held Tuesday, May 19, 2020 at 2:55 PM via videoconference and at the Kane County Government Center, 719 S. Batavia Ave., Bldg. A, Geneva, IL 60134. The Closed Session portion of the meeting was opened by Chairman Mark Davoust at 3:20 PM a roll call vote taken.

**Members Present:**

|                                      |         |
|--------------------------------------|---------|
| Chairman/Pres. Pro-Tem, Mark Davoust | Remote  |
| President Michael Kenyon             | Present |
| Commissioner Theresa Barreiro        | Remote  |
| Commissioner Matt Hanson             | Present |
| Commissioner John Hoscheit           | Present |
| Commissioner Chris Kious             | Remote  |
| Commissioner Bill Lenert             | Present |
| Commissioner John Martin             | Present |
| Treasurer, Penny Wegman              | Present |

**Others Present:**

Attorneys Pat Kinnally and Gerry Hodge. Executive Director, Monica Meyers, CFO, Ken Stanish, Director of Operations, John Goreth, Director of Human Resources, Tracey Smith, Director of Natural Resources, Ben Haberthur, Recording Secretary, Exec. Assistant, Ellen J. Maglio

**DISCUSSION**

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

**III. Exit Closed Session**

4:00 PM

|                  |  |
|------------------|--|
| <b>RESULT:</b>   | <b>EXIT CLOSED SESSION BY VOICE VOTE [UNANIMOUS]</b>   |
| <b>MOVER:</b>    | Michael Kenyon, President  |
| <b>SECONDER:</b> | Bill Lenert, Commissioner  |
| <b>AYES:</b>     | Theresa Barreiro, Mark Davoust, Matt Hanson, John Hoscheit, Michael Kenyon, Chris Kiou, Bill Lenert, John Martin, Penny Wegman |

Respectfully Submitted,

*Ellen J. Maglio*

Ellen J. Maglio

Recording Secretary