



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, January 25, 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:

Attendee Name:

Status:

President Chris Kious	Present
Chair Dale Berman	Present
Commissioner Drew Frasz	Absent
Commissioner Mark Davoust	Present*
Commissioner Ron Ford	Present (via remote @ 2:05 p.m.)
Commissioner Mo Iqbal	Present*
Commissioner Bill Lenert	Present
Commissioner Cherryl Strathmann	Present* (@ 2:40 p.m.)
Commissioner Vern Tepe	Present*

Others Present: Commissioners Allan, Kenyon, Martin*; Exec. Dir. Meyers; CFO Stanish & staff Petschke*; Chief of Planning Anderson Jr.; Dir. of Ops. Goreth; NRM Dir. Haberthur & staff Rodeghero*; Comm. Affairs Dir Metanchuk* & staff Kovach; Attorney Hodge and Recording Secretary Figliozzi

II. Approval of Minutes from November 16, 2021

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

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

None.

IV. Bids and Proposals

A. Presentation and Approval of a Bid for a Replacement Vehicle for the North Operations Division

Dir. of Ops. Goreth presented the following replacement vehicle for the North Operations Division. (Commissioner Ford arrived via remote @ 2:05 p.m.)

In the 2021/22 budget, the Commission approved the purchase of one replacement vehicle for the Planning & Operations department. The vehicle to be replaced is truck #322 assigned to the North Operations division. Funds totaling \$88,000 were budgeted in the 2021/22 fiscal year for the

purchase of a replacement vehicle for the Planning and Operations department in the Automotive Equipment Account. Due to manufacturing delays, an additional new truck, which was to be replaced in the prior fiscal year (2020/21), did not arrive until August 2021, two months into the 2022 fiscal year, and was expensed from this account. Funds totaling \$28,389.18 are currently available in this account. The prior fiscal year's fund balance was inflated due to these funds not being expensed in the fiscal year the truck was budgeted. The Commission was informed that this purchase schedule would cause this account to go into the negative this fiscal year due to both vehicles being expensed in the same fiscal year.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 2/3/2022 8:30 AM
TO:	Forest Preserve District Executive Committee	
MOVER:	Bill Lenert, Commissioner	
SECONDER:	Chris Kious, President	
AYES:	Dale Berman, Mark Davoust, Mo Iqbal, Ron Ford, Chris Kious, Bill Lenert, Vern Tepe	
ABSENT:	Drew Frasz, Cheryl Strathmann	

B. Presentation and Approval of a Vehicle Leasing Contract with Enterprise Entities and Enterprise Fleet Management, Inc. for the Public Safety Department

Chief of Police Burger presented the following request for a lease agreement with Enterprise Entities and Fleet Management included in the agenda packet.

Staff is seeking to replace seven Public Safety squad vehicles (two Ford Explorers and five Chevy Tahoe's) by leasing seven Ford F-150 Police Responder pickup trucks. Recently, Enterprise Entities and EFM inquired whether the District would be interested in leasing certain vehicles that were scheduled for replacement, and others that would be coming due for replacement in the near future.

In 2021, the Forest Preserve District's Operations department and Natural Resources Management department entered into a similar agreement as KDOT with Enterprise Entities and EFM, for nine F-150 pickup trucks. The Public Safety department is also requesting to enter into a lease agreement, for the same purpose. Funds totaling \$51,675 were budgeted in the 2021/22 fiscal year for vehicle replacement. These funds will not be expensed during this fiscal year due to the new, leased vehicles not arriving until after the fiscal year ends. For fiscal year 2022/23, the net effect to the budget is estimated to be \$24,700. This is due to the revenues being received from the sale of the District's existing police vehicles, less the cost of the lease for the new vehicles. Both the revenue and expenses will be budgeted for next fiscal year. The remaining annual lease payments will continue to be budgeted in the next five fiscal years. The projected revenue from the sale of the vehicles at the end of the lease term will be programmed in a future fiscal year.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 2/3/2022 8:30 AM
TO:	Forest Preserve District Executive Committee	
MOVER:	Mark Davoust, Commissioner	
SECONDER:	Bill Lenert, Commissioner	
AYES:	Dale Berman, Mark Davoust, Mo Iqbal, Ron Ford, Chris Kious, Bill Lenert, Vern Tepe	
ABSENT:	Drew Frasz, Cheryl Strathmann	

C. Presentation and Approval of a Bid for a Replacement Vehicle for Use by the Natural Resource Management Department

NRM Dir. Haberthur presented the following replacement vehicle for the Natural Resource Management Department. The Natural Resource Management department currently utilizes vehicle

#61, a 2007 Ford F-350 Extended Cab 4x4 diesel, as the primary vehicle for heavy equipment transport. It has served the Natural Resource Management department well over the last 14 years, and now has over 90,500 miles under its belt. Maintenance costs and downtime have begun to increase as this truck has aged, leading the department to seek a replacement.

Bid specifications for a replacement were advertised to 34 vendors, with three responding. The qualified, lowest bid came from Roesch Ford of Bensenville, Illinois, in the amount of \$65,500. This replacement vehicle is a 2022 Ford F-450 XL 4WD with an 8-foot pickup bed. The truck comes with many options specified by the District, including a crew cab, gooseneck hitch package, and a tow package with integrated brake controller.

Upgrading the truck from an F-350 to an F-450 will increase the towing capability of the truck, which will reduce maintenance costs. The purchase of this vehicle will result in fewer costly repairs and maintenance of the vehicle, as well as reducing the costs associated with fuel consumption. Funds totaling \$103,000 were budgeted in the NRM Automotive Equipment Account in FY2021/22 for the purchase of two vehicles. Sufficient funds totaling \$103,000 are available for this first purchase totaling \$65,500.

DISCUSSION:

Commissioner Lenert commented that he was pleased to see a local vendor, however he was concerned with the truck deliveries and the budget schedule. Exec. Dir. Meyers responded that staff has been taking in account the status of deliveries and how that will affect the budget cycle.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 2/3/2022 8:30 AM
TO:	Forest Preserve District Executive Committee	
MOVER:	Bill Lenert, Commissioner	
SECONDER:	Chris Kious, President	
AYES:	Dale Berman, Mark Davoust, Mo Iqbal, Ron Ford, Chris Kious, Bill Lenert, Vern Tepe	
ABSENT:	Drew Frasz, Cheryl Strathmann	

V. New or Unfinished Business

A. Presentation and Approval of the Settler's Hill Golf Course Start-Up Project and Fund Transfer

Chief of Planning Anderson Jr. presented the following start-up project and fund transfer. He reference the map included in the agenda packet of the golf course and explained the layout of the amenities. The proposal included the existing club house, resurfacing of the parking lot and access. The new cart path would be installed from the clubhouse to the new hole #1, the gravel parking lot for the driving range and adding bathrooms. Natural areas were addressed, one of the goals is to return the area to natural prairie as it once was from initial construction.

The Setter's Hill Golf Course Renovation Project is complete and the project has moved into the Grow-In stage. As we transition into the upcoming growing season and opening, a variety of items need to be completed to be ready for golf play to resume at Settler's Hill Golf Course. The project fund balance does not have enough funds (\$125,600) available to complete this work this fiscal year. Construction Development Funds (03) are available from various projects that were completed under budget or were completed in-house. Staff is requesting 03 Fund balances be transferred to Settler's Hill Golf Course Project to be able to complete most of the Start-Up Project. An additional \$391,400 is required to be able to accomplish these items to open Settler's Hill Golf Course for the much anticipated, opening play some time during July of 2022. Staff recommends the Committee approve the Settler's Hill Golf Course Start-Up Project plan and transfer \$391,400 from completed projects to fund this plan (Project #30323). The new project total will be \$7,497,400.

DISCUSSION: Commissioner Lenert asked about the gravel for the driveway, wanted to know how much it would cost to add black top. Dir. Anderson Jr. responded that the black top would cost an estimated \$50,000 more. He noted that ideally, after project completion, staff would re-assess any remaining funds be utilized for black top. CFO Stanish explained to the Commission that the total funds have already been approved and budgeted for other projects, therefore the total funding in 03 fund amount does not change, the savings from other projects simply gets transferred.

RESULT:	MOVED FORWARD BY ROLLCALL VOTE [UNANIMOUS]	Next: 2/3/2022 8:30 AM
TO:	Forest Preserve District Executive Committee	
MOVER:	Bill Lenert, Commissioner	
SECONDER:	Chris Kious, President	
AYES:	Dale Berman, Mark Davoust, Mo Iqbal, Ron Ford, Chris Kious, Bill Lenert, Vern Tepe	
ABSENT:	Drew Frasz, Cherryl Strathmann	

B. Presentation and Approval of the Settler's Hill Golf Course Concept Plan for Future Clubhouse, Cart Storage and Parking

Chief of Planning Anderson Jr. presented the Settler's Hill Golf Course concept plan. This plan includes the position of the parking lot for the users of the golf course and the driving range. An additional parking lot on the east side was included in the proposal. Anderson explained, in order to develop engineering for the architectural design, details need to be fine-tuned. The goal of the conceptual plan to present to the Committee to solidify the desire and plan to budget. He opened the floor for insight and discussion of the Committee's desire and approval.

DISCUSSION: Commissioner Lenert asked about the consideration of moving the parking lot, exchanging the position of the club house. He felt this would benefit the walking distance to the grounds. Anderson explained the terrain and ideal conditions for layout. Lenert stated that if the two would be flip flopped, customers would be closer to the practice area and bathrooms.

Exec. Dir. Meyers responded that the drive needs to be kept open for pass-through traffic up the hill for the cross country facility and into the golf course for daily leachate removal. This current layout would keep the traffic flowing and minimize conflict with the foot traffic. Meyers noted that the engineers could provide a couple renderings that would allocate the parking lot and the club house area. Anderson reminded the committee of the sewer and piping connections. Commissioner Ford noted that he understood the concept of the layout, asked about the direction of the utilities, noting that would play a part of the clubhouse and parking lot. Commissioner Allan commented on the careful consideration of the lush and greenery to invite patrons.

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

C. Presentation and Approval of Closed Session Minutes from January 2020 through December 2021

Exec. Dir. Meyers presented the Closed Session minutes to be released.

The Finance and Administration Committee of the Forest Preserve District of Kane County, Kane County, Illinois has reviewed the minutes of the Closed Sessions pursuant to Illinois Compiled Statute 5ILCS 120/2.03 and has made a determination as to whether the need for confidentiality still exists as to all or part of those minutes which have not been made fully public.

The Committee has determined that the need for confidentiality still exists as to the Closed Session

minutes of: 01/28/2020, 02/25/2020, 04/21/2020, 05/19/2020, 06/23/2020, 08/25/2020, 09/22/2020, 01/26/2021, 02/23/2021, 05/25/2021, 06/22/2021, 07/27/2021, 09/28/2021, 11/16/2021.

The Committee has determined that there is no longer a need for full or partial confidentiality as to the Closed Session minutes of: 12/15/2020, 08/24/2021, 09/28/2021, 10/26/2021 and 11/16/2021.

DISCUSSION: None.

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

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

The Committee moved into Executive Closed Session at 2:34 p.m. on a motion by Lenert, second by Kious to discuss contracts. (Commissioner Strathmann arrived via remote @ 2:40 p.m.)

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

The Committee returned to Open Session at 2:54 p.m. on a motion by Lenert, second by Davoust. Roll Call Vote was taken, unanimous.

VII. Communications

None.

VIII. Chairman's Comments

None.

IX. Adjournment

The minutes reflect Commissioner Tepe present via remote. Due to audio issues, voice voting did not Record his vote, however his desire was to vote "aye" on all items presented for the record.

The meeting adjourned at 2:55 p.m.

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

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

Respectfully Submitted,

Gabriella Figliozzi

Gabriella Figliozzi
Recording Secretary