



FOREST PRESERVE DISTRICT OF KANE COUNTY

FINANCE AND ADMINISTRATION COMMITTEE MINUTES

I. Call to Order

The Finance and Administration Committee meeting was held Tuesday June 27, 2017 at 2:00 PM at the Administration Offices located at 1996 S. Kirk Road, Suite 320, Geneva, IL 60134. The meeting was opened by Chairman Mark Davoust at 2:00 PM.

Members Present:

Attendee Name	Title	Status
Michael Kenyon	President	Present
Mark Davoust	Chairman	Present
Theresa Barreiro	Commissioner	Present
Brian Dahl	Commissioner	Absent
Rebecca Gillam	Commissioner	Present
John Hoscheit	Commissioner	Present
Don Ishmael	Commissioner	Absent
Bill Lenert	Commissioner	Present
Philip Lewis	Secretary	Absent
John Martin	Commissioner	Present
Penny Wegman	Commissioner	Present

Others Present:

Monica Meyers, Executive Director, Ken Stanish, Director of Finance, Ben Haberthur, Director of Natural Resources, Jerry Culp, Director of Planning and Development, Laurie Metanchuk, Director of Community Affairs, John Goreth, Director of Operations, Mike Gilloffo, Police Chief, Anna Marano, Buyer, Brittany Kovach, Community Affairs Specialist, Jerry Hodge, Attorney, Ellen J. Maglio, Recording Secretary

II. Approval of Minutes from May 23, 2017

RESULT:	ACCEPTED BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 7/7/2017 8:30 AM
MOVER:	Penny Wegman, Commissioner
SECONDER:	Theresa Barreiro, Commissioner
AYES:	Theresa Barreiro, Mark Davoust, Rebecca Gillam, John Hoscheit, Michael Kenyon, Bill Lenert, John Martin, Penny Wegman
ABSENT:	Brian Dahl, Don Ishmael, Philip Lewis

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

IV. New or Unfinished Business

A. Presentation and Approval of the Purchase of a Replacement Truck for the Natural Resources Department

The Commission approved the replacement of truck #65 in the FY2017/18 budget. The truck is a 2005 Ford F-250 4x4 crew cab with over 104,321 miles. It has served the Natural Resources Department well over the last 11 years as the primary vehicle for our year-round equipment and personnel transport. Maintenance costs have begun to increase however as this truck has aged. Alignment problems have necessitated expensive repairs to the front suspension. Last year the cargo box was replaced due to extensive rust around the rear wheel wells. Since that time rust has become more apparent around the bottoms of the doors and on the rocker panel. Minor repairs have become routine with the brakes, drivetrain, and electrical systems all needing work in the last two years.

The purchase of a replacement vehicle will result in fewer costly repairs and a reduction in maintenance of this vehicle. The new Ford F-250 4x4 pickup truck with a crew cab will be used for personnel transportation and equipment mobilization.

A quote for a 2017 Ford F250 4x4 Crew Cab long bed was obtained from Landmark Ford of Springfield Illinois. Landmark Ford was awarded the Illinois State Bid for F250s through July 31, 2017 in the amount of \$33,098.

DISCUSSION: *None.*

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE EXECUTIVE COMMITTEE 7/7/2017 8:30 AM
MOVER:	Rebecca Gillam, Commissioner
SECONDER:	Bill Lenert, Commissioner
AYES:	Michael Kenyon, Mark Davoust, Theresa Barreiro, Rebecca Gillam, John Hoscheit, Bill Lenert, Philip Lewis, John Martin, Penny Wegman
ABSENT:	Brian Dahl, Don Ishmael

B. Presentation and Direction for the Investment of a Portion of the 2017 Referendum Funds

Director Ken Stanish reviewed the status of the referendum funds. The funds go to market on July 10, the Ordinances will be brought to Full Commission for approval on July 11, and the proceeds will be received by the District on July 26. The current decision regarding the funds is that \$40M will be used for land acquisition and \$10M will be used for capital improvements.

Discussion then began to get to a consensus on what direction to give staff to move forward with the liquidity and investing of funds. Chairman Davoust added that because there didn't seem to be a large property such as "Brunner" on the horizon that it might be smart to take ½ the funds and put them into an 18-month investment. The remainder would be kept liquid. President Kenyon agreed that it would make good sense to invest in order to make more in the form of interest. Executive Director Meyers stated that there was a review of

historical data on expenses and timeframe of purchases from the last referendum and \$20M liquid for planned acquisitions and capital expenditures would be sufficient. President Kenyon asked if we could make a tiered investment. Director Stanish said that we could make the 12 or 18 month investment and to keep in mind that this would be on the \$40M because it is tax exempt, the \$10M is taxable.

Commissioner Lenert asked what the usual time frame for land acquisition might be. Director Culp answered that if we have a willing seller, staff would order a Phase I environmental and then through the Commission for approvals. It might be as soon as 60-90 days. Commissioner Lenert said that he thought 2 years would be too long to tie up the funds. Chairman Davoust agreed that 18 months would be the ideal length and would give us time to map out the plans for acquisitions. Commissioner Hoscheit suggested that we need to stay flexible with funds, but investing seems to make sense.

Chairman Davoust summed up that the consensus seems to be that this Committee would like to invest a portion of the funds. The topic will be discussed again at the Land Acquisition Committee meeting to be held on Thursday, June 29th.

V. Executive Session to Discuss Land Acquisition, Contracts, Litigation and Personnel *None.*

VI. Communications

Executive Director Meyers introduced the letter that the Illinois Department of Natural Resources sent regarding the Hoscheit Woods RTP grant. The letter directs the District to cease all work on the RTP until further notice. If work continues the District runs the risk of non-reimbursement. President Kenyon suggested that the District send letters to the elected state officials communicating our voice regarding the OSLAD funding. Director Stanish stated that the state will be receiving "junk status" if the budget is not passed.

Director Stanish also mentioned that the Ordinances regarding Prevailing Wages will be introduced at the July 7th Executive Committee Meeting.

Commissioner Martin asked what impact if any to the day to day operations of the District the State budget impass would have. Director Stanish explained that the day to day operations are not really affected as we receive minimal state funding. However, larger projects like the IDOT project and the Raymond Street bridge project will be stalled without a budget. Also, because of the poor credit rating the state will have, the citizens of Kane County will pay more in interest on the bond deals.

VII. Chairman's Comments

Chairman Davoust again reminded all that there were still opportunities to nominate individuals for the Forest Preserve Foundation Board.

VIII. Adjournment

RESULT:	ADJOURNED BY VOICE VOTE [UNANIMOUS]
MOVER:	Penny Wegman, Commissioner
SECONDER:	John Martin, Commissioner
AYES:	Michael Kenyon, Mark Davoust, Theresa Barreiro, Rebecca Gillam, John Hoscheit, Bill Lenert, Philip Lewis, John Martin, Penny Wegman
ABSENT:	Brian Dahl, Don Ishmael

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

Adjournment until: Tuesday, July 25, 2017 at 2:00 pm
Forest Preserve District Administration Offices
1996 S. Kirk Road, Suite 320 Geneva, Illinois

Respectfully Submitted,

Ellen J. Maglio

Recording Secretary