



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, October 2, 2018 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:

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

Others Present:

Commissioner Candidate: Chris Kouros

Staff: Monica Meyers, Executive Director, Ken J. Stanish, Chief Financial Officer, Ken Anderson, Jr., Chief of Planning, Mike Gilloffo, Police Chief, Jerry Hodge, Attorney, Caitlin Rodeghero, Administrative Specialist, Ellen J. Maglio, Recording Secretary

II. Approval of Minutes from August 21, 2018

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

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

IV. Bids and Proposals

A. Presentation and Approval of a Bid to Contract for Fuel Pricing and Delivery

A bid for the one-year contract with Blue Petroleum, Inc. to provide the District with unleaded fuel at a mark-up price of \$.130 per gallon and B5 diesel fuel with a mark-up price of \$.150 per gallon. The District worked with County staff to be included on the joint fuel bid that includes the City of Aurora, KDOT, and various other County departments. The contract was for a one year-period with an option to extend for an

additional two years. This agreement allows the District staff to call for fuel to be delivered on a keep fill basis. The bid is structured so that the base cost of the fuel is determined from the OPIS rack pricing on the date of the delivery, plus the quoted per gallon mark-up contained within the bid. Due to the District having smaller tanks, (500-1,500 gallons), the mark-up quoted by the vendors is higher as compared to the County that takes full semi-loads each delivery.

DISCUSSION: None.

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 10/5/2018 8:30 AM
MOVER:	John Martin, Commissioner
SECONDER:	Rebecca Gillam, Commissioner
AYES:	Theresa Barreiro, Mark Davoust, Rebecca Gillam, Michael Kenyon John Martin
ABSENT:	John Hoscheit, Don Ishmael, Bill Lenert, Philip Lewis, Penny Wegman

B. Presentation and Approval of a Bid to Purchase a Replacement Track Loader for Use by the Natural Resources Management Department

After 15 years of service, ASV RC 100 skid steer (T-43) is in need of replacement. The machine was originally purchased in 2003 and maintenance has become a continual issue. Recent work performed includes the purchase of new tracks in 2016, which cost \$3,500, and the labor to change the tracks in 2017, which cost an additional \$3,500. Repair costs are averaging \$3,000/year going back to FY2008/09 when \$4,660 was spent.

Bids were sought from 20 vendors with 7 responding for a skidsteer equivalent to an ASV RT120. The lowest bid was received from Alta-Livonic of Peotone, IL in the amount of \$70,850 for a Takeuchi TL12V2. The second lowest bid was received from Atlas Bobcat of Elk Grove Village, IL at \$72,636 for a Bobcat T870. The third lowest bid was \$85,000 for an ASV RT-120 Forestry from Thoesen Tractors, Inc. of Lynwood, IL.

DISCUSSION: President Kenyon asked what were the disqualifications of the lower bidders. Pat Chess, Restoration Ecologist took the floor to answer.

The following four exceptions are critical deficiencies:

- 1. Ground Pressure:** Ground pressure is important for our operation because we are frequently working in sensitive ecosystems with delicate native soil structure. Reducing the ground pressure helps maintain the integrity of those systems and decrease our impacts. The ASV has a ground pressure of 4.25 psi, which is less than the 4.8 psi generated by both the Takeuchi and Bobcat. This is generated because the ASV weighs 12,100 pounds and runs on 20-inch-wide tracks. The Takeuchi (12,860 pounds) and Bobcat (12,925 pounds) both weigh more than the ASV and use narrower tracks (17.7”).

2. **Ground Clearance:** While operating in clearing areas, as we frequently do, having a high ground clearance is vital. This helps the machine operate over stumps and logs that are created while we work, as well as rocks and other obstacles present in the field. The ASV has a higher ground clearance (14.8") than both the Takeuchi (12.6") and the Bobcat (8.6").
3. **Hydraulic System:** Our most common use of the skidsteer will be to operate a rotary drum forestry mower. This requires a rigorous system that can hold up to long hours of use. The ASV can operate at 45 gallons per minute and generate 4,060 psi, which is more than both the Takeuchi (40.4 gpm, 3,481 psi) and Bobcat (36.6 gpm, 3,500 psi). The ASV hydraulic system is also adjustable.
4. **Power:** the ASV has an engine that outperforms the other two. The ASV generates 120 hp, better than the Takeuchi (111.3 hp) and Bobcat (100 hp).

RESULT:	MOVED FORWARD BY VOICE VOTE [UNANIMOUS]
TO:	FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 10/5/2018 8:30 AM
MOVER:	John Martin, Commissioner
SECONDER:	Rebecca Gillam, Commissioner
AYES:	Theresa Barreiro, Mark Davoust, Rebecca Gillam, John Hoscheit, Michael Kenyon, John Martin
ABSENT:	Don Ishmael, Bill Lenert, Philip Lewis, Penny Wegman

V. New or Unfinished Business

A. Presentation and Approval of the Fiscal Year 2019-20 Estimated Budget for 2018 Tax Levy Purposes Only

Each year the Finance and Administrative Committee determines the direction for the upcoming property tax levy which is then forwarded to the Executive Committee and then to the Commission. Staff requested the most current information from the assessor and received the following:

- Rate Setting EAV is estimated at \$14,435,235,712 (final percentage is not determined)
- Preliminary new construction figures for the county are \$138,419,424 (partial year)

The Committee has 3 options available regarding the levy.

1. Increase the levy by both CPI and new construction - The levy would increase for the new construction discussed in #2 and also increase for CPI, which for the upcoming levy year will be 2.1%.
2. Freeze the levy but allow for new construction - New construction has continued to increase over the past few years (2013 - \$83.2 million, 2014 - \$101 million, 2015 - \$129 million, 2016 - \$137 million and 2017 - \$150.4 million). Having new residents pay their share for services is another option.
3. Complete levy freeze - Last year's total capped levy figure was \$6,710,818 and maintaining the levy at that same level is an option.

The vote was to accept option 1. Increase the levy by both CPI and new construction - The levy would increase for the new construction discussed in #2 and also increase for CPI, which for the upcoming levy year will be 2.1%. This budget is estimated.

RESULT: MOVED FORWARD BY VOICE VOTE [4 TO 1]
TO: FOREST PRESERVE DISTRICT EXECUTIVE COMMITTEE 10/5/2018 8:30 AM
MOVER: Rebecca Gillam, Commissioner
SECONDER: Michael Kenyon, President
AYES: Mark Davoust, Rebecca Gillam, Michael Kenyon, John Martin
NAYS: Theresa Barreiro
ABSENT: John Hoscheit, Don Ishmael, Bill Lenert, Philip Lewis, Penny Wegman

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

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

VII. Communications

IAPD Best of the Best Gala will be held on Friday, October 12. Please RSVP if you are interested in attending.

VIII. Chairman's Comments *None.*

IX. Adjournment

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

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

Adjournment until: Tuesday, October 23, 2018 at 2:00 pm
Forest Preserve District Administration Offices
1996 S. Kirk Road, Suite 320 Geneva, Illinois

Respectfully Submitted,

Ellen J. Maglio

Ellen J. Maglio, Recording Secretary