

Note: These minutes are not official until approved by the Forest Preserve Committee at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.

DeKalb County Government
Sycamore, Illinois

**Forest Preserve Operations Committee Minutes
April 28, 2020**

The DeKalb County Forest Preserve Operations Committee met virtually via Zoom on Tuesday, April 28, 2020. Chairman Stoddard called the meeting to order at 6:00 p.m. Those Members virtually present were Ms. Maureen Little, Ms. Terri Mann-Lamb, Mr. Chris Porterfield, Mr. Craig Roman, Mr. Jeff Whelan, and Chairman Paul Stoddard. Mr. Tim Hughes was absent. A quorum was established with six Members present and one absent.

Others present via Zoom included Forest Preserve District Superintendent Terry Hannan, Pete Stefan, and Kathy Lampkins.

APPROVAL OF THE AGENDA

It was moved by Mr. Porterfield, seconded by Ms. Little, and it was carried unanimously to approve the meeting agenda as presented.

APPROVAL OF MINUTES

It was moved by Mr. Whelan, seconded by Mr. Roman and it was carried unanimously to approve the minutes from the February 25, 2020 Meeting.

PUBLIC COMMENTS

There were no public comments.

FY 2019 YEAR-END BUDGET TRANSFERS

Mr. Hannan explained that this is an annual housekeeping item to transfer appropriations between line items or approve supplemental appropriations for unanticipated expenditures that were incurred during FY 2019.

DeKalb County Finance Director Pete Stefan commented for auditing purposes he advised Mr. Hannan to move the Chambers and Nehring Addition land acquisitions to the Forest Preserve General Fund and then transferring in that same amount from the Land Acquisition Fund. This is solely to protect the Forest Preserve General Fund from future tax objections as the fund balance is becoming a target. This explains the two \$1,542,000 entries – one in the Forest Preserve General Fund for the actual purchase, and one in the Land Acquisition Fund for the transfer of funds. This was done as a procedural move to help satisfy some tax objections that the District has been involved with in the past couple years.

Mr. Hannan noted that regarding the tax objections, he has provided all information regarding future land acquisitions and what the reserves are being earmarked for to the State's Attorney's Office. Both instances those objections have been dropped because the reserve funds can be justified.

Mr. Whelan questioned whether the COVID-19 pandemic would have a significant impact on the District's budget. The only item that may have a very minimal impact will be the user fees

collected (shelter rentals/camping fees) but that that is a pretty small portion of the budget, Mr. Hannan noted.

It was moved by Mr. Whelan, seconded by Ms. Little and carried unanimously to forward the FY 2019 Year-End Budget Transfers Resolution to the full Board of Commissioners recommending its approval.

Mr. Hughes arrived at 6:13 p.m.

MONTHLY REPORTS & ACTIVITIES

The Committee was provided the [March/April Forest Preserve Report](#), the [March and April Natural Resource Summary](#), and [Wildlife Highlights Report for January, February & March of 2020](#).

Mr. Hannan reported that all forest preserve have been very well used by people and families outside getting exercise, fresh air, reconnecting to nature and un-plugging for a while. Shelters, Lodges, the Natural Resource Center, toilets and campgrounds are all currently closed due to the COVID-19 pandemic. Trails, greenspace, parking lots, picnic and conservation areas are open and social distancing is required.

Most spring events have been canceled but the 26th annual Great Western Trail cleanup was held on the 50th anniversary of Earth Day by the Lions Club.

Forest Preserve District staff has been working independently at the various preserves installing signage, doing trail and culvert repairs, grading and installing new gravel drives, burning, mowing, and performing normal spring preserve maintenance projects. Along sections of the Great Western Trail non-native trees, brush, etc. was cut and herbicide treated to prevent regrowth. This also serves for public safety visibility for trail users.

Mr. Hannan also shared that he has still been keeping in contact and meeting with Mr. Bob Wood regarding the property previously known as the Oak Club in Genoa. The Forest Preserve District is still planning on having a June closing on the property. Mr. Hannan shared that he expects to hear back on the results of the 50% Clean Energy Grant he applied for in May.

COMMITTEE MEMBER COMMENTS

Mr. Roman noted that the Great Western Trail was in great condition.

Mr. Hughes noted that he walked the old cart paths at the former Oak Club property recently and the property is looking great.

ADJOURNMENT

It was moved by Mr. Porterfield, seconded by Mr. Roman and it was carried unanimously to adjourn the meeting at 6:28 p.m.

Respectfully submitted,

Chairman Paul Stoddard

Tasha Sims, Recording Secretary

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**RESOLUTION
FP-R2020-03**



WHEREAS, the DeKalb County Forest Preserve Superintendent and Finance Director have reviewed the 2019 Fiscal Year Budget and identified appropriations, transfers and amendments to balance the FY 2019 budget, and

WHEREAS, the DeKalb County Forest Preserve Committee has reviewed the appropriations, transfers and amendments and determined them to be necessary for the fiscal management and operation of the Forest Preserve District;

NOW, THEREFORE, BE IT RESOLVED, the DeKalb County Forest Preserve District Commissioners approve the appropriations, budget transfers and amendments as set forth on the attached pages.

PASSED AT SYCAMORE, ILLINOIS, THIS 20TH DAY OF MAY, 2020 A.D.

Mark Pietrowski, Jr., President
DeKalb County Forest Preserve
District Commissioners

ATTEST:

Douglas J. Johnson, Secretary
DeKalb County Forest Preserve
District Commissioners

FY 2019 Year End Budget Amendments/Transfers:

DeKalb County Forest Preserve District



To:	Amount:	Funding Source:
<u>Forest Preserve General Fund</u>		
4210-7001 Land Acquisition	\$1,542,000	4210-5977 Contribution from Land Acquisition Fund Chambers and Nehring Addition Acquisitions
4210-7258 Wetland Mitigation	\$ 67,000	1251-2109 Wetland Mitigation Reserve Fund
4210-9901 Contribution to County Gen. Fund	\$ 3,000	4210-6111 Overtime
<u>Forest Preserve Land Acquisition Fund</u>		
4250-6111 Overtime	\$ 1,400	4250-6005 Salaries
4250-6511 Health Insurance	\$ 22,000	4210-6511 Health Insurance
4250-6513 HSA Benefit	\$ 3,200	4210-6513 HSA Benefit
4250-7253 Park Improvements	\$ 4,000	4250-7001 Land Acquisition (Somonauk Trail)
4250-7901 Principal on Indebtedness	\$ 50,600	4250-7001 Land Acquisition (Haines Acquisition)
4250-7911 Interest on Indebtedness	\$ 3,600	4250-7001 Land Acquisition (Haines Acquisition)
4250-9936 Contribution to Forest Preserve	\$1,542,000	1252-2294 Land Acquisition Reserve Fund Chambers and Nehring Addition Acquisitions

Forest Preserve Retirement Fund

4260-9196 IMRF \$ 197,000

4260-9936 Contribution to Forest Preserve \$ 3,000

4260-9971 Contribution to Land Acquisition \$ 500

4260-9973 Contribution to Retirement Fund \$ 200

1253-2297 IMRF Reserve Fund

1253-2297 IMRF Reserve Fund

1253-2297 IMRF Reserve Fund

1253-2297 IMRF Reserve Fund

Forest Preserve Tort & Liability Insurance Fund

4270-9901 Contribution to County Gen. Fund \$ 100,000

4270-6081 Safety and Security