

**FOREST PRESERVE EXECUTIVE COMMITTEE MINUTES**  
**APRIL 14, 2020**

**PRESENT:** Committee members - L. Moreno, K. Swanson, D. Cremeens, A. Normoyle, R. Simmer, K. Maranda, E. Sowards.

**ABSENT:**

**ALSO PRESENT:** Jeff Craver, District Director; Ben Mills, Loud Thunder Ranger; Mike Petersen, Illiniwek Ranger; Lee Jackson, Niabi Zoo Director; Todd Collins, Club House Manager; April Palmer, Auditor; Louisa Ewert, Treasurer; Kurt Davis, Information Systems; Dan Ballard, Scott Lohman.

President Swanson called the monthly meeting of the Forest Preserve Executive Committee to order at 3:37 PM on Tuesday, April 14, 2020, via teleconference.

President Swanson called for a motion approving the March Committee meeting minutes.

**MOTION:** Mr. Cremeens moved to approve the March Committee meeting minutes. Dr. Moreno seconded the motion.

Motion carried.

No request for public comment was submitted.

President Swanson called for a motion to approve the Forest Preserve claims and Treasurer's Disbursements in the amount of \$479,725.36.

**MOTION:** Ms. Normoyle moved to approve the claims and Treasurer's Disbursements. Dr. Moreno seconded the motion.

Motion carried.

President Swanson called for a motion to approve the transfers of appropriation in the General Fund and the Niabi Zoo Fund.

**MOTION:** Mr. Maranda moved to approve the transfers of appropriation in the General Fund and the Niabi Zoo Fund. Ms. Sowards seconded the motion.

Motion carried.

President Swanson stated that the staff has been doing an amazing job in handling the COVID19 situation. This has been a challenge for which there are no procedures. Everyone has shown flexibility, initiative, and resilience in this situation, and that's commendable. Especially want to lift up Scarlet Behrens who has been doing a lot of work to facilitate contributions, memberships, adoptions and that sort of thing for Niabi who is especially hard

hit in the lack of user revenues right now. Mr. Craver, Ms. Palmer, and Ms. Ewert have been working extra hard being proactive in looking for revenue solutions in the financials of the District. Mr. Collins has also been notably creative in looking for revenue options.

President Swanson called for a motion to approve the low bid for fire rings and picnic tables in the amount of \$75,920.94 for Loud Thunder Campground Improvement project.

**MOTION:** Ms. Normoyle moved to approve the low bid for fire rings and picnic tables in the amount of \$75,920.94 for Loud Thunder Campground Improvement project. Dr. Moreno seconded the motion.

Ms. Sowards asked if this was the only bid that was received.

Mr. Mills answered that it was.

Motion carried.

President Swanson asked Ms. Ewert if there was anything she would like to bring attention to from the report.

Ms. Ewert stated that staff was still trying to balance out March. There have been some hiccups with the new system importing to New World, but that is getting close to balancing.

President Swanson called on Ms. Palmer for the Auditor's Reports.

Ms. Palmer stated that there was nothing new to report in regard to the Trail Balance Report. Looking at the Fund Balance Report, the General Fund is no longer meeting the five-month reserve, but General Fund should be able to make it through without issue until the next tax distribution in June. Normally the parks would be open right now, and bringing in revenue, but with the shelter in place and shutdown, that's not happening right now. This is why the five-month reserve is important. Niabi will most likely need a bank loan to make it through. Again, normally this would not be as big a concern, but they are not open and taking in the amount of revenue that they normally would this time of year. None of the other funds are dependent on revenue outside of the tax distributions, and there is no concern with the remaining funds regarding fund balance or cash flow.

President Swanson asked Mr. Collins if there was anything to bring attention to in the Indian Bluff reports.

Mr. Collins stated that the golf course was fortunate this year in that it was able to open several times in March. There seems to be a lot of demand for golf this year, so there's hope that once the restrictions have been lifted the golf course will be able to recover some of the revenue it's losing right now with the shutdown. Looking at different ways to bring in revenue. There's been some rescheduling of outings.

President Swanson asked Mr. Petersen if there was anything he'd like to bring attention to in his report.

Mr. Petersen stated that Illiniwek has also been hit by the shutdown. Camping would have started by now, but there are people out enjoying the trails. People have been good about observing the social distancing recommendations from the CDC when out walking the trails.

President Swanson asked Mr. Mills if there was anything he'd like to bring attention to in his report.

Mr. Mills stated that staff worked on camping preparations until April third. Trails have been open to hikers, but unfortunately have needed to remain closed to horses and bikes. Lake George is also open, and there are people coming out and fishing. People have been pretty good about social distancing while hiking.

President Swanson asked Mr. Jackson if there was anything he'd like to bring attention to in his report.

Mr. Jackson Stated that recently Niabi appealed to its members, and was able to bring in \$5,300.00. Staff is looking at other options as well to bring in revenue during this time that Niabi can't open. Another priority has been to ensure that emergency procedures are in place.

President Swanson asked Mr. Craver if there was anything from his report that he wanted to bring attention to.

Mr. Craver stated that staff had covered things pretty well. Continuing to brainstorm options to generate revenue during this time. Very proud of staff for all the hard work, and grace under pressure in dealing with this situation. People have been coming out to use the trails while keeping their distance.

President Swanson called for a motion to approve all routine reports for the District.

**MOTION:** Mr. Maranda moved to approve all routine reports for the District. Dr. Simmer seconded the motion.

Motion carried.

Adjourned the meeting at 4:11 PM.

Submitted by:  
Cassie Sullivan  
Forest Preserve Administrative Assistant