

**FOREST PRESERVE EXECUTIVE COMMITTEE MINUTES**  
**OCTOBER 11, 2023**

**PRESENT:** Committee members –L. Moreno, D. Mielke, C. Layer, K. Swanson, E. Sowards, R. Simmer.

**ABSENT:** J. Woods.

**ALSO PRESENT:** Jeff Craver, District Director; Mike Petersen, Illiniwek Ranger; Lee Jackson, Niabi Zoo Director; April Palmer, Auditor.

President Swanson called the monthly meeting of the Forest Preserve Executive Committee to order at 9:33 AM on Wednesday, October 11, 2023, in the 2<sup>nd</sup> floor conference room of the Rock Island County Building, Rock Island, Illinois.

L. Moreno, K. Swanson, E. Sowards, R. Simmer, C. Layer. (D. Mielke arrived at 9:54am after roll was called.)

**TOTAL PRESENT 6**

J. Woods.

**TOTAL ABSENT 1**

President Swanson called for a motion approving the September Committee meeting.

**MOTION:** Dr. Moreno moved to approve the September Committee meeting minutes. Ms. Sowards seconded the motion.

Motion carried.

President Swanson called for a motion to approve the fiscal year 2023 treasurer's disbursements in the amount of \$20,084.37, and the fiscal year 2024 claims and treasurer's disbursements in the amount of \$246,615.52.

**MOTION:** Dr. Moreno moved to approve the fiscal year 2023 treasurer's disbursements in the amount of \$20,084.37, and the fiscal year 2024 in the amount of \$246,615.52. Mr. Layer seconded the motion.

Motion carried.

President Swanson called for a motion to approve the fiscal year 2024 transfers of appropriation.

**MOTION:** Dr. Simmer moved to approve the fiscal year 2024 transfers of appropriation. Dr. Moreno seconded the motion.

Motion carried.

President Swanson called for a motion to approve the fiscal year 2023 resolutions regarding Illiniwek Recreation Trail Grant Appropriations, and Niabi Zoo Fund Prairie Dog Grant appropriations.

**MOTION:** Dr. Simmer called for a motion to approve the fiscal year 2023 resolutions regarding Illiniwek Recreation Trail Grant Appropriations, and Niabi Zoo Fund Prairie Dog Grant appropriations. Mr. Layer seconded the motion.

Motion carried.

President Swanson called for a motion to approve the fiscal year 2024 resolutions regarding Niabi Zoo Fund Prairie Dog Grant Appropriations, and Niabi Zoo Fund Grant Appropriations.

**MOTION:** Mr. Layer moved to approve the fiscal year 2024 resolutions regarding Niabi Zoo Fund Prairie Dog Grant Appropriations, and Niabi Zoo Fund Grant Appropriations. Ms. Sowards seconded.

Motion carried.

President Swanson called for a motion to approve the 2023 Levy Ordinances for the General Fund, Niabi Zoological Preserve Fund, IMRF Retirement Fund, Liability Fund, FISSA Fund, Audit Fund, and Development of Forests & Construction of Improvement Fund.

**MOTION:** Dr. Simmer moved to approve the 2023 Levy Ordinances for the General Fund, Niabi Zoological Preserve Fund, IMRF Retirement Fund, Liability Fund, FISSA Fund, Audit Fund, and Development of Forests & Construction of Improvement Fund. Ms. Sowards seconded the motion.

Motion carried.

President Swanson made three calls for public comment. There was no request for public comment.

President Swanson called for a motion to approve the HR Source proposal for Salary Survey and Benchmarking.

**MOTION:** Dr. Simmer moved to approve the HR Source proposal for Salary Survey and Benchmarking. Dr. Moreno seconded the motion.

Mr. Craver stated that due to Covid and the general institutional nature of salaries and wages here it would be in the District's favor to do an indepth salary survey. During some staff reviews we have had people ask for salary increases, providing comparables to other similar positions either within the District or out in the community, to get their wages up to where what they felt they should be according to the market. Contract negotiations with the union will also likely start up next fall as the contract is up at the end of November 2024. This will look at

more nuanced comparisons for the District's positions. I do participate in a couple salary surveys throughout the year in our field, but those are broader in scope. This would take a look at not only job title, but also the job duties.

Mr. Layer asked to clarify that this is for union and non-union positions.

Mr. Craver confirmed that it was.

Mr. Moreno stated that the proposal estimated that the work would take about three months. Is there an estimate on when the company would get started?

Mr. Craver stated that it would likely be around January when the work began. The company does work in the order which it was received.

President Swanson stated that this sounded like a good idea, and seemed like good timing as well.

Motion carried.

President Swanson asked Ms. Palmer if there was anything that she wished to bring to the Committee's attention.

Ms. Palmer stated that the only fund that could not meet the five-month reserve was the Zoo Fund. In part that is because the District is waiting on grant reimbursement monies to come in. Cash and Trial Balance are looking as expected.

President Swanson asked Mr. Camlin if there was anything that he wished to bring the Committee's attention to.

Mr. Camlin stated that the fifth tax distribution happened in September. Investments are looking good.

President Swanson asked Mr. Mills if there was anything that he wanted to bring the Committee's attention to.

Mr. Mills stated that the break in the concrete of the spillway that was brought to the Committee's attention last month has been fixed. Blackhawk students were out to put in a trail bridge on the Hauberg Trail. Camping season will go through the 31<sup>st</sup> of October.

President Swanson asked Mr. Craver if there was anything he would like to bring to the Committee's attention.

Mr. Craver stated that the Bluff looks great. Setting records for rounds played. Had the Focus Group meeting with MindFire and the golf league organizers. Zoo attendance was good in September. The Train has been giving staff occasional mechanical trouble.

President Swanson called for a motion to approve the routine reports of the District Department heads.

**MOTION:** Mr. Layer moved to approve the routine reports of the District Department heads. Ms. Sowards seconded the motion.

Motion carried.

President Swanson called the meeting adjourned at 10:11 AM.

Submitted by:  
Cassie Sullivan  
Forest Preserve Administrative Assistant