

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMITTEE OF THE WHOLE MEETING MINUTES**

FEBRUARY 11, 2020

I. Call to Order

President Gilmour called the Committee of the Whole meeting to order at 4:35 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Cesich, Gengler, Gilmour, Hendrix, Prochaska, and Vickers all were present.

III. Approval of Agenda

Commissioner Hendrix made a motion to approve the agenda as presented. Seconded by Commissioner Prochaska. All, aye. Opposed, none.

IV. Public Comments

Laura Collins with the Kendall County Horse Show Association provided public comments on the use of the horse arena at Harris Forest Preserve, expressing concerns that the permit forms sent included the established fees associated with arena and shelter use.

V. Executive Director's Report

Director Guritz invited Committee members to review the report included in the packet.

VI. Review of Preliminary Financial Statements and Cost Center Reports for the Period Ending January 31, 2020

Director Guritz presented a review of the financial statements and cost center reports for the period ending January 31, 2020. The District is on track and ahead of budget based on the YTD financial statements and cost center reports. Director Guritz reported that the financial statements include progress payments for the District's insurance coverage typically paid in the past at the end of the fiscal year.

VII. Review of Claims

Director Guritz presented the claims list.

The Committee of the Whole discussed the MUNIS system. The Committee of the Whole discussed the District's credit card purchases, deferring further discussion to the Finance Committee.

OLD BUSINESS

VIII. Millbrook Bridge Removal – Bid Results and Discussion

Director Guritz presented the bid results for the Millbrook Bridge Removal Project.

Joe Frazee, Project Engineer from HLR, presented details of the project including the D Construction proposed in-stream work approach. The state of the bridge was evaluated and removal was determined based on an HR Green inspection in 2015, as well as District capital funds available. Permits for in-stream construction, removal and incidental take for State listed species were granted. The support stone within one of the central support piers has noticeably deteriorated since the 2015 inspection.

NEW BUSINESS

IX. Fox River Bluffs Cropland Conversion Plan Updates – Overview of USF&WS ESA-Section 7 Consultation Mitigation, and Recovery Plan Development Process

Director Guritz presented the Fox River Bluffs Cropland Conversion Plan changes, including an overview of USF&WS ESA-Section 7 process for consultation, mitigation, and recovery plan development. Director Guritz reported he had reached out to contacts at both the IDNR and USF&WS to inform them on District changes to the cropland conversion plan which increases the prairie restoration from 37-acres to 59-acres.

X. Review of Bid Documents – Draft 3-Year Hay Contract at Baker Woods Forest Preserve

Director Guritz presented draft bid documents for a 3-year hay contract at Baker Woods Forest Preserve. Recommended changes included tying the surplus hay cost to market prices, and simplifying the bid form to request a price per small bale stored and delivered.

XI. Executive Session

There was no need for executive session.

XII. Summary of Action Items

Director Guritz provided a summary of action items.

XIII. Other Items of Business

No other items of business were discussed.

**XIV. Planning and Advisory Committee Meeting Date Change to
Wednesday, Feb. 26, 2020 @ 6:00 PM – Kendall County Historic
Courthouse – 3rd Floor Conference Room**

XV. Public Comments

Lea ann Koch offered public comments on the Kendall County 4H program support extended by the District, expressing concerns over the proposed fees for FY21. Lea ann Koch expressed concerns that the Kendall County horse community is not happy with the District, citing the District's efforts to properly mark its designated trails.

Cory Griffin from Sandwich offered public comment on the Millbrook Bridge, expressing support for Commission to consider saving the structure.

Christian Landorf offered public comment on the Millbrook Bridge expressing support for Commission to consider saving the structure.

XVI. Adjournment

Commissioner Hendrix made a motion to adjourn. Seconded by Commissioner Prochaska. Aye, all. Opposed, none. Meeting adjourned at 6:05 pm

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District