

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

July 14, 2020

I. Call to Order

President Gilmour called the Committee of the Whole meeting to order at 4:33 pm in the Kendall County Board Room.

II. Roll Call

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

III. Approval of Agenda

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

IV. Public Comments

No public comments were offered by citizens in attendance.

V. Executive Director's Report

Director Guritz provided a report on District projects.

**VI. Review of Preliminary Financial Statements and Cost Center Reports
for the Period Ending June 30, 2020**

Director Guritz presented a review of the financial statements and cost center reports for the period ending June 30, 2020.

Commissioner Prochaska left the meeting room at 4:38 pm and returned to the meeting at 4:40 pm.

VII. Motion to Forward Claims to Commission

Director Guritz presented the claims list for review.

Commissioner Prochaska made a motion to forward claims to Commission. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

OLD BUSINESS

VIII. Millbrook Bridge Removal Project – Discussion and Direction on Removal of the In-Stream Support Piers

Director Guritz presented updates on correspondence with D. Construction pertaining to the removal of the Millbrook Bridge in-stream support piers for discussion and direction. Direction was provided to inform D. Construction that the piers are to remain in place.

NEW BUSINESS

IX. Ellis House and Equestrian Center Discussions and Recommendations

a. FY21 Fees and Charges Recommendations (Lessons; Pony Club)

b. Sunrise Center North COVID-19 Impacts to Operations and Reduced License Fee

c. Lesson Horse Status Report and Recommendations

Director Guritz presented Ellis House and Equestrian Center reports and recommendations for fees and charges; a pending request to lower the Sunrise Center North license fee due to COVID-19 impacts, and to discuss the need for an additional lesson horse. Direction was received to request a letter from the Sunrise Center North Board of Directors based on economic hardship.

X. 2020 Pollinator Fest: Fees and Charges

Director Guritz presented Fees and Charges for 2020 Pollinator Fest. The \$5 fee will be placed on the Commission consent agenda for approval.

XI. Pickerill-Pigott OSLAD Phase I Project – Change Order #5 – Electrical Conduit Installation

Director Guritz presented Change Order #5 for the Pickerill-Pigott OSLAD Phase I Project for electrical conduit installation. Direction was received to place the change order on the Commission consent agenda for approval.

XII. Pickerill-Pigott OSLAD Phase I Project – Change Order Concept (Contract Deduction) Discussion for Final Landscape Seeding

Director Guritz presented a change order concept for the Pickerill-Pigott OSLAD Phase I Project, for discussion for final landscape seeding (contract deduction). Direction was received to pursue the contract credit and to present the change order for Commission approval.

XIII. Hoover Forest Preserve – Boy Scout Residence Asbestos Mitigation Proposal from Midwest Environmental Consultants and Bristol-Kendall Fire Department Building Demolition for Training Purposes

Director Guritz presented an asbestos mitigation proposal from Midwest Environmental Consultants and Bristol-Kendall Fire Department release agreement for building demolition for training purposes. Direction was received to place both items on the Commission agenda for approval.

XIV. KCFPD Staff Chainsaw Safety Training – ICRMT Grant Award

Director Guritz reported on an ICRMT grant award for KCFPD staff chainsaw safety training. The training proposal will be placed on the Commission agenda for approval.

XV. Pickerill-Pigott Forest Preserve Site Tour Scheduling – Construction-in-Progress

Director Guritz reported that he would extend off hour times for touring the Pickerill-Pigott Forest Preserve.

XVI. Executive Session

There was no need for executive session.

XVII. Summary of Action Items

Director Guritz provided a summary of action items.

XVIII. Other Items of Business

a. Capital Project Updates

b. Coronavirus Relief Fund for Local Governments

Director Guritz reported that a proposal was submitted for COVID-19 reimbursement of expenditures.

XIX. Public Comments

No public comments were offered from citizens in attendance.

XX. Adjournment

Commissioner Gryder made a motion to adjourn. Seconded by Commissioner Kellogg. Aye, all. Opposed, none. Meeting adjourned at 5:55 pm.

Respectfully submitted,

David Guritz

Executive Director, Kendall County Forest Preserve District