

**KENDALL COUNTY FOREST PRESERVE DISTRICT
OPERATIONS COMMITTEE MEETING MINUTES**

JULY 1, 2020

I. Call to Order

Commissioner Flowers called the Operations Committee meeting to order at 6:07 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Flowers, Gilmour, and Kellogg all were present.

Commissioner Hendrix initially joined the meeting remotely, arriving to the meeting room at 6:11 pm.

III. Approval of Agenda

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

IV. Public Comments

No public comments were offered from citizens in attendance.

OLD BUSINESS

V. Review and Approval of Special Use Permit Requests

a) Yorkville Athletic Association 2020 Prorated Special Use Permit Fee

Director Guritz presented a Special Use Permit Request for Yorkville Athletic Association.

The Operations Committee gave direction to request payment of the calculated prorated amount for the 2020 license fee based on the report.

Commissioner Hendrix entered the meeting room at 6:11 pm.

NEW BUSINESS

VI. Review of Financial Statement Reports through June 30, 2020

Director Guritz presented an overview of financial statement reports through June 30, 2020, including end-of-year projections for FY20. COVID-related financial impacts indicate the District's operating fund will post an end-of-year deficit of approximately \$110,000. Direction was received to present the end-of-year projections report for discussion at the July Committee of the Whole meeting.

VII. Discussion – COVID-19 Phase IV Rental Event Capacity and Committee Recommendations for District Response(s) to Observations of Event Overcapacity

The Operations Committee discussed COVID-19 Phase IV rental event capacity. Direction was received to contact IPMG to determine District responsibilities and liability for private event attendance that exceeds the State of Illinois guidelines for Restore Illinois - Phase IV.

VIII. Preserve Encroachment Report and Updates

Director Guritz presented preserve encroachment observations and will issue a warning letter to adjacent property owners at Little Rock Creek and Maramech Forest Preserve.

IX. KCFPD Reimbursement Policy Review and Discussion

Director Guritz presented the KCFPD reimbursement policy for review and discussion.

Commissioner Gilmour made a motion to forward KCFPD reimbursement policy to Commission for approval. Seconded by Commissioner Hendrix. Aye, all. Opposed, none.

X. Granicus Website Transition

- a) Punchlist for Unpublishing KendallForest.com and EllisHEC.com**
- b) Discontinuing the District's Network Solutions Subscription**

Director Guritz provided Granicus website transition updates. The ellishec.com website will be unpublished once the Granicus site has been fully updated. The kendallforest.com storefront website will continue to be maintained. In addition to the ellishec.com website, the District will be discontinuing its subscription to Network Solutions.

XI. Capital Project Update

- a) Fox River Bluffs Cropland Conversion Project Updates**

XVII. Adjournment

Commissioner Hendrix made a motion to adjourn. Seconded by Commissioner Gilmour.

Roll call: Commissioners Gilmour, Hendrix, Kellogg and Flowers, aye. Opposed, none.

Meeting adjourned at 7:27 pm.

Respectfully submitted,

David Guritz

Executive Director, Kendall County Forest Preserve District