

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

**APRIL 13, 2021**

**I. Call to Order**

President Gilmour called the meeting to order in the Kendall County Office Building – Kendall County Board Rooms 209 and 210 at 4:30 pm.

**II. Roll Call**

X	Cesich	X	Gryder
X	DeBolt	X	Kellogg
X	Flowers (Entered meeting remotely at 4:45 pm)	X	Koukol
X	Gengler	X	Rodriguez
X	Gilmour	X	Vickers

Roll call: Commissioners Cesich, DeBolt, Gengler, Gryder, Koukol, Rodriguez, Vickers, and Gilmour were all present.

Commissioner Vickers adjourned from the meeting at 4:40 pm and did not return.

Commissioner Flowers entered the meeting remotely at 4:45 pm.

Commissioner Gengler adjourned from the meeting at 5:58 pm and did not return.

**III. Approval of Agenda**

Commissioner DeBolt made a motion to approve the Committee of the Whole meeting agenda as presented. Seconded by Commissioner Gengler.

Motion: Commissioner DeBolt					
Second: Commissioner Gengler					
<b>Roll call: Approval of Agenda</b>					
Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt	X		Kellogg	X	
Flowers			Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers		
Motion unanimously approved.					

Roll call: Commissioners Cesich, DeBolt, Gengler, Gryder, Kellogg, Koukol, Rodriguez, and Gilmour, aye. Opposed, none. Motion unanimously approved.

#### **IV. Public Comment**

No public comments were offered from citizens in attendance.

#### **V. Executive Director's Report**

Director Guritz presented highlights from the Executive Director's report.

#### **VI. Review of Preliminary Financial Statements and Cost Center Reports for the Period Ending March 31, 2021**

Director Guritz presented an overview of the preliminary Financial Statements and Cost Center reports for the period ending March 31, 2021.

#### **VII. Motion to Forward Claims to Commission**

Commissioner Cesich made a motion to forward claims to Commission. Seconded by Commissioner Koukol.

The combined total for the claims lists generated was \$25,748.59.

Motion: Commissioner Cesich  
Second: Commissioner Koukol

##### **Roll call: Forwarding of Claims to Commission**

<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>
Cesich	X		Gryder	X	
DeBolt	X		Kellogg	X	
Flowers			Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers		

Motion unanimously approved.

Roll call: Commissioners Cesich, DeBolt, Gengler, Gryder, Kellogg, Koukol, Rodriguez, and Gilmour, aye. Opposed, none. Motion unanimously approved.

Commissioner Flowers entered the meeting at 4:45 pm.

## **OLD BUSINESS**

### **VIII. Newmark Appraisal Report – Reservation Woods Parcels Fair Market Value**

The Committee of the Whole discussed the Newmark appraisal report and cost estimates for the purchase of the two parcels from The Conservation Foundation.

Director Guritz reported the appraised fair market value for all three Reservation Woods parcels was \$14,000 per acre. A total of 10.5 acres +/- are recommended for purchase under the terms of the District's Illinois Clean Energy Community Foundation land acquisition grant.

Under the terms of the grant, the property can be purchased for land value no more than 10% higher than the appraised fair market value, or no more than \$15,400.00 per acre.

District staff will recommend purchase of the two parcels owned by The Conservation Foundation for \$15,400.00 per acre, which will allow The Conservation Foundation to roll in a good portion of the costs incurred and project fees into the land purchase, of which amount the ICECF grant will cover 80%, with The Conservation Foundation providing the remaining 20% required match for the project.

### **IX. IPMG-ICRMT Workers' Compensation Coverage Increase**

Director Guritz provided an overview of the audit and cost increase for FY20 Workers' Compensation coverage from IPMG-ICRMT. The District will be invoiced an additional \$805.00 following the District's disputing of the IPMG audit report which included an initial FY20 supplemental invoice of \$7,654.00. The District will need to amend the FY21 budget accordingly.

### **X. WM Audit and Refund – Groot Recycling and Waste Services Contract**

Director Guritz presented a report on the Waste Management refund owed to the District, and presented a draft contract with Groot Industries, Inc. for waste and recycling hauling from four preserve areas. The draft contract has been reviewed and amended by ASA Coffey with the Kendall County State's Attorney's Office.

Commissioner Gryder made a motion to forward the Groot Industries, Inc. recycling and waste services contract to Commission for approval. Seconded by Commissioner DeBolt.

Motion: Commissioner Gryder  
 Second: Commissioner DeBolt

**Roll call: Groot Industries, Inc. Contract to Commission**

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt	X		Kellogg	X	
Flowers	X		Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers		

Motion unanimously approved.

Roll call: Commissioners Cesich, DeBolt, Flowers, Gengler, Gryder, Kellogg, Koukol, Rodriguez, and Gilmour, aye. Opposed, none. Motion unanimously approved.

**NEW BUSINESS**

**XI. Kluber Architects + Engineers, Inc. Proposal – Pickerill-Pigott Estate House Public Access Improvements**

Chris Hansen, Architect with Kluber Architects + Engineers presented the proposal for design, development of bid specifications, and construction oversight for the Pickerill-Pigott estate house public access improvements project.

The Kluber Architects + Engineers, Inc. proposal will be presented to Commission for approval after the District receives the IDNR-PARC grant agreement.

**XII. Upland Design, Ltd. Proposal – Fox River Bluffs Forest Preserve Public Access Improvements**

Maria Sovan, Professional Landscape Architect with Upland Design presented the proposal for the design, development of bid specifications, and construction oversight of the public access improvements at Fox River Bluffs Forest Preserve.

The Upland Design proposal will be presented to Commission for approval after the District’s FY21 budget is amended in May to provide sufficient appropriations in Fund 1908 – RTP Grant Fund.

**XIII. KCFPD Series 2021 Limited Tax General Obligation Bonds – Timeline and Costs; Early Call Provisions**

The Committee of the Whole discussed the KCFPD series 2021 LTGO Bonds presentation prepared by Speer Financial Inc. that included the timeline, costs for issuance, and tax impact on the average home value in Kendall County.

The Committee of the Whole discussed the merits of including an early call provision, and provided direction to work with Speer Financial, Inc. to include the early call provisions based on Speer’s final recommendations.

**XIV. FY21 Contingency Appropriations Transfer Report**

The Committee of the Whole discussed a report on the FY21 contingency appropriations transfers to address budget shortfall issues with camp supplies, grounds and natural resources equipment, insurance, and preserve improvements. Additional funds, and a FY21 budget amendment will be needed to address the insurance benefits cost shortfall.

Director Guritz reported that he will work with Latreese Caldwell to update and analyze FY21 insurance benefit costs.

**XV. American Rescue Plan Act of 2021 (Coronavirus Bill) - KCFPD Revenue Impacts and Projections Report FY20 through FY23**

The Committee of the Whole discussed the report on the American Resurce Plan Act of 2021 with the projections on impacts to the District.

Based on guidelines received, Commissioner Kellogg recommended that the District budget no more than \$85,000 for FY20 losses under the Act’s rules.

Commissioner Gengler adjourned from the meeting at 5:58 pm and did not return.

**XVI. Approval of Special Use Permits**

- a) University of Illinois Extension – Letter of Request to Waive 4H Horse Show Fees and Charges – 07/17/21
- b) Nelson – Wedding Ceremony at Jay Woods Forest Preserve on 10/02/2021

The Committee of the Whole discussed the fee reduction request and special use permit.

Commissioner Flowers made a motion to approve the Extension Office request to waive the \$50 use fee. Seconded by Commissioner Kellogg.

Motion: Commissioner Flowers  
 Second: Commissioner Kellogg

**Roll call: University of Illinois Extension – Waiving of \$50 for 07/17/21 Use Fee**

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt	X		Kellogg	X	
Flowers	X		Koukol	X	
Gengler			Rodriguez	X	
Gilmour	X		Vickers		

Motion unanimously approved.

Roll call: Commissioners Cesich, DeBolt, Flowers, Gryder, Kellogg, Koukol, Rodriguez, and Gilmour, aye. Opposed, none. Motion unanimously approved.

Commissioner Cesich made a motion to approve the Nelson special use permit. Seconded by Commissioner DeBolt.

Motion: Commissioner Cesich  
Second: Commissioner DeBolt

**Roll call: Special Use Permit – Becky Nelson**

<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>
Cesich	X		Gryder	X	
DeBolt	X		Kellogg	X	
Flowers	X		Koukol	X	
Gengler			Rodriguez	X	
Gilmour	X		Vickers		

Motion unanimously approved.

Roll call: Commissioners Cesich, DeBolt, Flowers, Gryder, Kellogg, Koukol, Rodriguez, and Gilmour, aye. Opposed, none. Motion unanimously approved.

**XVII. Public Comments**

Commissioner Gryder offered public comment and request for District staff to actively use the new Board Room technology to support presentations.

**XVIII. Executive Session**

There was no need for executive session.

**XIX. Summary of Action Items**

Director Guritz provided a summary of action items.

**XX. Adjournment**

Commissioner Gryder made a motion to adjourn. Seconded by Commissioner Cesich.

Motion: Commissioner Gryder

Second: Commissioner Cesich

**Roll call: Adjournment**

<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>
X		Cesich	X		Gryder
X		DeBolt	X		Kellogg
X		Flowers	X		Koukol
		Gengler	X		Rodriguez
X		Gilmour			Vickers

Motion unanimously approved.

Roll call: Commissioners Cesich, DeBolt, Flowers, Gryder, Koukol, Rodriguez, and Gilmour, aye. Opposed, none. Motion unanimously approved.

Meeting adjourned at 6:45 pm.

Respectfully submitted,

David Guritz

Director, Kendall County Forest Preserve District