

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

**JULY 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		Kellogg
X	Flowers (Entered meeting at 5:20 pm)	X	Koukol
X	Gengler	X	Rodriguez
X	Gilmour		Vickers

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

Commissioner Flowers entered the meeting at 5:20 pm.

**III. Approval of Agenda**

Commissioner Koukol made a motion to approve the Committee of the Whole meeting agenda as presented. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

**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 June 30, 2021**

- **Updates on the District's Transition to an Accrual-Basis for Accounting**

Director Guritz presented an overview and report on the preliminary Financial Statements for the period ending June 30, 2021. Direction was received to request an explanation from Mack and Associates on the reduction of the beginning fund balance for Fund 1900.

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

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

## **OLD BUSINESS**

### **VIII. Acquisition Projects Updates**

Director Guritz presented acquisition project updates for the Reservation Woods Acquisition Project, and possible property exchange at Millbrook North Forest Preserve. Direction was received to secure proposals from land appraisal firms to determine fair market value for the property to be exchanged.

### **IX. D. Construction Company - Discussion and Approval of a Proposed Preserve Improvement Project Option**

Director Guritz presented a discussion on a proposed preserve improvement project plans offered from D. Construction. Option A includes construction of a Hoover Drive asphalt road extension from Meadowhawk Lodge to the north parking lot. Option B includes asphalt trail work in multiple locations. Estimates received for Option A and Option B were \$50,000 each.

Commissioner DeBolt made a motion to approve Option A – construction of a Hoover Drive extension as the selected gratis project from D. Construction. Seconded by Commissioner Koukol.

Commissioner Gengler stated he would like to see both projects completed. The Committee of the Whole discussed the two projects presented.

Commissioner DeBolt withdrew his initial motion.

Commissioner Koukol withdrew his second.

Commissioner Gryder made a motion to approve approaching D. Construction to accept Option A, and to request additional support or favorable pricing for the Option B asphalt trail repair and/or replacement work at Hoover Forest Preserve. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

### **X. Natural Beginnings - 22-23 Program Year Proposed Registration Fee Policy Change**

Commissioner DeBolt made a motion to approve the 22-23 Natural Beginnings Registration Fee Policy. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

### **XI. 21-22 Bow Hunt Season Program Handbook - Review of Proposed Fee Policy Changes**

The Committee of the Whole discussed the 21-22 Bow Hunt Proposed Fee Policy changes. The program handbook will be presented to Commission for approval at the August 3, 2021 meeting.

### **XII. Operating Fund (Fund 1900) Fund Balance Policy Revisions**

The Committee of the Whole discussed revisions on the Operating Fund (Fund 1900) Fund Balance Policy. Direction was received to generate an Operating Fund (Fund 1900) three-year budget projections report for Finance Committee review to determine whether reducing the fund balance policy retention provisions to 30% would be able to be carried forward beyond the FY22 budget year.

### **XIII. FY21 Operating Fund (Fund 1900) - Proposed Contingency Transfers**

The Committee of the Whole discussed the proposed contingency transfers for the FY21 Operating Fund (Fund 1900).

### **XIV. Series 2021 Limited Tax General Obligation Bonds Updates and Closing Date**

- **Committee of the Whole discussed the Series 2021 Limited Tax General Obligation Bonds updates and Closing date**

The Committee of the Whole reviewed the final bond sale report generated by Speer Financial.

### **XV. Other Items of Business**

- a) KCFPD Annual Meeting Calender Change - Finance Committee Meetings - Time Change Only to 4:00 PM July 22, 2021 through the Remainder of CY21
- b) Hobbit Tunnel Water Feature - Donor's Opening - August 28, 2021 at 11 am (tentative)

### **XVI. Public Comments**

No public comments were offered from citizens in attendance.

### **XVII. Executive Session**

There was no need for executive session.

### **XVIII. Summary of Action Items**

Director Guritz provided a summary of action items.

### **XIX. Adjournment**

Commissioner Flowers made a motion to adjourn. Seconded by Commissioner Koukol. Aye, all. Opposed, none.

Meeting adjourned at 6:06 pm.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District