

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

**FEBRUARY 8, 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 at 4:56 pm)	X	Koukol
X	Gengler	X	Rodriguez
X	Gilmour		Vickers

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

Commissioner Flowers entered the meeting at 4:56 pm.

Commissioner DeBolt left the meeting at 5:41 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. Aye, all. Opposed, none.

**IV. Public Comment**

Sara Spang of Millbrook, offered public comment inquiring about the possibility of establishing permitting for licensed falconers to hunt on forest preserve lands.

**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 January 31, 2022**

Director Guritz presented an overview of the preliminary financial statements and cost center reports for the period ending January 31, 2022. End-of-year adjustments will be made following completion of the FY21 audit. An end-of-year accruals report was presented.

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

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

## **VIII. Motion to Approve a Special Use Permit and Waiving of Fees and Charges for the U of I Extension – 4H Horse Show at Harris Forest Preserve on July 16, 2022**

Commissioner DeBolt made a motion to approve the Special Use Permit including waiving fees and charges for the U of I 4H Horse Show at Harris Forest Preserve on July 16, 2022. Seconded by Commissioner Koukol. Aye, all. Opposed, none.

## **OLD BUSINESS**

### **IX. Upland Design – 2018 RTP Grant Contract – Final Review and Discussion**

Director Guritz presented a draft contract for the 2018 RTP Grant with Upland Design.

The Committee of the Whole gave direction to bring the contract forward for discussion and consideration for approval at the upcoming Commission meeting.

## **NEW BUSINESS**

### **X. Renewal of the Kendall County ROE Outdoor Education Center 5-Year License Agreement of Facilities and Preserve Areas at Hoover Forest Preserve**

Commissioner Gryder made a motion to forward the renewal of the Kendall County ROE Outdoor Education Center 5-year license agreement of facilities and preserve areas at Hoover Forest Preserve to Commission for approval. Seconded by Commissioner Koukol. Aye, all. Opposed, none.

Commissioner Flowers entered the meeting at 4:56 pm.

### **XI. MOTION: 2022 Farm License Agreement Renewals**

Commissioner DeBolt made a motion to forward the 2022 farm license agreement renewals to Commission for approval. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

### **XII. Grounds Maintenance Staffing – Forest Preserve Grounds and Projects Manager Position Description**

Antoinette White, Grounds and Natural Resources Division Supervisor, presented a position description for a Forest Preserve Grounds and Projects Manager position to assist in field supervisor and management of projects.

Commissioner Cesich made a motion to forward the Forest Preserve Grounds and Projects Manager position description to Commission for approval. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

### **XIII. Pickerill-Pigott Estate House Conversion Project – Solar Panel Installation Opportunities**

Director Guritz presented options for solar panel installation once the shelter at the Pickerill-Pigott Estate House is completed. The Committee of the Whole discussed the Progressive Energy Proposal. The architect is working to confirm suitability of the panels presented as part of the GRNE Solar proposal.

### **XIV. Review of a Proposal to Complete an Updated Floristic Quality Study and Management Recommendations for Lyon and Richard Young Forest Preserves**

Director Guritz presented a proposal for the completion on an FQI study at Lyon and Richard Young Forest Preserves.

Commissioner Cesich made a motion to forward the proposal for completing an updated FQI study and management recommendations report for Lyon and Richard Young Forest Preserves to Commission for approval. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

Commissioner DeBolt left the meeting at 5:41 pm.

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

- Millington Forest Preserve – Brighter Daze Farm Reciprocal Access Agreement Updates
- FY21 Audit Updates
- ICECF Land Acquisition Grant – Grant Reimbursement Request
- Millington Forest Preserve – Brighter Daze Farm Reciprocal Access Agreement Updates
- Maramech Forest Preserve – Property Damage Claim and Quote

Director Guritz provided updates on the other items of business. The Millington Forest Preserve reciprocal access agreement has been finalized. The District submitted the final report and payment request for grant reimbursement for the Illinois Clean Energy Community Foundation land acquisition grant.

### **XVI. Public Comments**

No public comments were offered from citizens in attendance.

### **XVII. Executive Session**

Commissioner Cesich made a motion to enter Executive Session under 2(c)21 of the Open Meetings Act for the purpose of discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Seconded by Commissioner Gengler. Roll call: Commissioners Cesich, Flowers, Gengler, Gryder, Kellogg, Koukol, Rodriguez and Gilmour, aye. Opposed, none. Executive session called to order at 5:49 pm.

Commissioner Gryder made a motion to adjourn executive session. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

Regular meeting reconvened at 5:56 pm.

## **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 Gengler. Aye, all. Opposed, none.

Meeting adjourned at 5:57 pm.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District