

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

**MARCH 2, 2021**

**I. Call to Order**

Commissioner Flowers called the meeting to order at 6:00 pm in the Kendall County Administrative Office Building – Second Floor Rooms 209 and 210.

**II. Roll Call**

|   |         |   |           |
|---|---------|---|-----------|
|   | DeBolt  | X | Gryder    |
|   | Cesich  |   | Kellogg   |
| X | Flowers | X | Koukol    |
|   | Gengler | X | Rodriguez |
|   | Gilmour |   | Vickers   |

Commissioners Gryder, Koukol, Rodriguez, and Flowers, were all present.

**III. Approval of Agenda**

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

**IV. Public Comments**

No public comments were offered from citizens in attendance.

**V. Review of Financial Statements and Cost Center Reports through February 28, 2022**

Director Guritz presented a review on the financial statements and cost center reports through February 28, 2022.

**VI. Review and Approval of Special Use Permits**

None.

**VII. 21-22 KCFPD Bow Hunt CWD Management Program Report**

Antoinette White, Grounds and Natural Resources Division Supervisor, presented a harvest report on the 21-22 KCFPD Bow Hunt CWD Management program season.

**VIII. Aurora University Internship Agreement – Education Department Intern**

Stefanie Wiencke, Environmental Education and Special Projects Manager, presented a proposed internship host affiliation agreement with Aurora University.

Commissioner Koukol made a motion to forward the Aurora University affiliation agreement to Commission for approval. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

**IX. Facility Rentals Contact Integration – Special Events Insurance Requirements Survey and Horse Arena Contract Development**

The Operating Committee discussed the final rental contract templates for integration into the RecPro software permitting system.

The Operating Committee directed District staff to include the proposed language and requirements for clients to secure and present special event insurance coverage per KC-SAO recommendations.

Commissioner Gryder made a motion request the KC-SAO to develop the rental contract template for use of the Harris Forest Preserve horse arena, and to forward the final collective facility rental contract templates, with the language requiring special event insurance coverage, to the Committee of the Whole with a recommendation for approval. Seconded by Commissioner Rodriguez. Roll call: Commissioner Flowers, Gryder, and Rodriguez, aye. Opposed, Commissioner Koukol. Motion carried by a vote of 3:1.

Commissioner Rodriguez left the meeting room at 6:47 pm and returned at 6:51 pm.

**X. Pickerill Estate House – KCFPD General Use Ordinance and Kendall County Liquor Ordinance Amendment**

Commissioner Gryder made a motion to forward the proposed changes to the District's General Use Ordinance allowing for the consumption of alcohol at the Pickerill Estate House to the Committee of the Whole for discussion, and presentation of a request to the Kendall County Board to amend the Kendall County Liquor Ordinance to allow for same under the Class I permitting provisions. Seconded by Commissioner Koukol. Aye, all. Opposed, none.

**XI. KCFPD General Use Ordinance – Proposed Designated Use Areas for Use of Unmanned Aerial Vehicles (UAV)**

The Operations Committee discussed possible areas for the use of UAV's within select forest preserves allowable under an approved special use permit.

Commissioner Rodriguez made a motion to forward the proposed KCFPD General Use Ordinance revisions to allow for use of Unmanned Aerial Vehicles (UAV) within designated preserves and use areas to the Committee of the Whole for discussion. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

**XII. Other Items of Business**

- **FY21 Audit Updates**
- **Vehicle and Equipment Discussion and Recommendations**

- **Review and Discussion of a Contracted Mowing Quote for All District Turf Areas**

Antoinette White provide updates on vehicle and equipment and contracted mowing quotes. The Operating Committee discussed current limitation in the marketplace for purchasing vehicle replacements. The Operating Committee directed staff to work to develop a quote for replacement of the 1-ton dump truck.

Elizabeth Flowers adjourned from the meeting at 7:06 pm, and did not return.

Vice Chair Rodriguez presided over the remainder of the Committee meeting.

### **XIII. Public Comments**

No public comments were offered from citizens in attendance.

### **XIV. Executive Session**

None.

### **XV. MOTION: Approval to Forward Operating Committee Executive Session Minutes to Commission for Approval, under Recommendation to Retain the Confidentiality of all Operations Committee Executive Session Minutes Presented for the Following Committee Meeting Dates: 8/1/2018; 3/4/2020; 1/6/2021**

Commissioner Koukol made a motion to forward the Operating Committee executive session minutes to Commission for approval, under recommendation to retain the confidentiality of all Operations Committee executive session minutes presented for the following Committee meeting dates: 8/1/2018; 3/4/2020; 1/6/2021. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

### **XVI. Adjournment**

Commissioner Rodriguez made a motion to adjourn. Seconded by Commissioner Koukol. Aye, all. Opposed, none. Meeting adjourned at 7:10 pm.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District