

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

February 6, 2019

I. Call to Order

Committee Chair Flowers called the Operations Committee meeting to order at 6:00 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Flowers, Gilmour, Hendrix, and Prochaska all were present.

Commissioner Purcell entered the meeting room at 6:05 pm.

Commissioner Hendrix left the meeting room at 6:40 pm.

III. Approval of Agenda

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

IV. Citizens to be Heard

James Murray offered public comments about CDW and hunting in preserves.

Director Guritz discussed other forest preserves that have hunting programs.

Commissioner Purcell entered the meeting room at 6:05 pm.

Operations Committee discussed a pilot program.

Ken Carroll offered public comments on the deer populations.

V. Review of Financial Statement Reports through January 31, 2019

Director Guritz presented the financial statement reports through January 31, 2019.

VI. Special Use Permit Requests

a. Kendall County Horse Show Association 2019 Meetings and Events

Director Guritz presented a Special Use permit for the Kendall County Horse Show Association for the 2019 meetings and events.

Operations Committee discussed meeting with the group and a written agreement.

Commissioner Prochaska made a motion to approve the special use permit request from Kendall County Horse Show Association for 2019 meetings and events with the conditions of receiving a General Use Ordinance, the district viewing the itinerary before the event, and a written agreement for the next year. Seconded by Commissioner Hendrix. Aye, all. Opposed, none.

VII. Kendall County Regional Office of Education – Authorization to Complete Proposed Improvements to the Outdoor Education Center at Hoover Forest Preserve

Director Guritz presented a report for improvements to the Outdoor Education Center at Hoover Forest Preserve. The costs will be covered.

Commissioner Prochaska made a motion to forward the Kendall County Regional Office of Education – authorization to complete proposed improvements to the Outdoor Education Center at Hoover Forest Preserve to Committee of the Whole for discussion. Seconded by Commissioner Hendrix. Aye, all. Opposed, none.

VIII. Operations Updates and Discussions

- Environmental Education
 1. Winter Woodland and Wildlife Fest Event at Hoover Forest Preserve
Director Guritz remarked the Fest is a part of the ICECF grant. The donors and vendors were discussed.
 2. Spring 2019 Public Program Fees and Charges
Director Guritz presented the proposed Spring 2019 Public Program Fees and Charges.
Operations Committee discussed the times of the programs.

Commissioner Purcell made a motion to approve the Spring 2019 Public Program Fees and Charges. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

- Grounds and Natural Resources Updates
 1. Little Rock Creek Forest Preserve – Soft-Opening Scope of Work Discussion
Director Guritz presented a report for the soft-opening of Little Rock Creek Forest Preserve. There will be suggestions made to reduce the cost of the soft-opening.

Operations Committee discussed ways to reduce cost of the opening.
Operations Committee gave direction to decide what is needed for the soft-opening and what additions can come after the opening.

- Ellis House and Equestrian Center
 1. 2019 Bridal Expo Updates
Director Guritz presented 2019 Bridal Expo Updates. Reports on wedding inquires, and a report on advertising on Wedding Wire.
Operations Committee discussed tracking where bookings came from.
 2. Lesson Horse Updates
Director Guritz presented a report on Ellis's lesson horses.
 3. Event Venue Rentals – Marketing and Contacts Report
Director Guritz presented a report on event venue rentals.

IX. Executive Session

None.

X. Other Items of Business

Director Guritz presented a report on the project salary changes based on increased minimum wage changes.

Director Guritz presented a report on social media updates.

XI. Citizens to be Heard

No public comments were offered by those in attendance.

XII. Adjournment

Commissioner Prochaska made a motion to adjourn. Seconded by Commissioner Purcell. Aye, all. Opposed, none. Meeting adjourned at 7:48 pm.

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District