

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

**March 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, and Purcell all were present.

**III. Approval of Agenda**

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

**IV. Citizens to be Heard**

There were no citizens to be heard.

**V. Review of Financial Statement Reports through February 28, 2019**

Director Guritz presented the financial statement reports through February 28, 2019. Environmental Education YTD is positive \$9,000. Crop Yield payments are in. Cost center comparative reports so an YTD down, expenditures increased, and revenue down due to yield payments. Millbrook Bridge was discussed.

**VI. Special Use Permit Requests**

- a. University of Illinois Cooperative Extension – 4H for April 24, 2019 for an Outdoor Skills Cooking Workshop (Bunkhouse Shelter (no overnight) and Firewood Bundle**
- b. University of Illinois Cooperative Extension – 4H for May 18-19, 2019 for an Outdoor Skills Overnight (Bunkhouse Overnight) and 2-Firewood Bundles**

- c. **Kendall County Soil and Water Conservation District – Kendall County Natural Resources Tour – Bunkhouse Shelter Use and Eagle’s Nest for May 1, 2, and 8, 2019**
- d. **Kendall County Sheriff’s Office – Law Enforcement Youth Academy Graduation, Ellis House and Tent August 1, 2019**
- e. **Kendall County Probation Department – 23<sup>rd</sup> Circuit Event Graduation – Meadowhawk Lodge – July 24, 2019**

Director Guritz presented a Special Use permits.

Commissioner Purcell made a motion to approve the special use permit requests from UI Cooperative Extension, KC Soil and Water, KC Sheriff’s Office, and KC Probation Department. Seconded by Commissioner Gilmour. Aye, all. Opposed, none.

## **VII. Operations Updates and Discussions**

- Environmental Education
  1. Winter Woodland and Wildlife Fest Event at Hoover Forest Preserve  
Director Guritz remarked there was 200 attendees at the Fest.
  2. Social Media Reports  
Director Guritz presented a report from Emily Dombrowski for Social Media Updates.
  3. Environmental Education Coordinator Position
- Grounds and Natural Resources Updates
  1. Superintendent Search  
Director Guritz presented updates on the Superintendent search.
  2. Grounds Maintenance Staff  
Director Guritz presented updates on staff. Updates on projects were given.
- Ellis House and Equestrian Center
  1. 2019 Bridal Expo Updates  
Director Guritz presented 2019 Bridal Expo Updates.
  2. Lesson Horse Report and Donation  
Nicole Norton presented a report on Ellis’s lesson horses. Operations Committee discussed additional horses.
  3. Event Venue Rentals – Marketing and Contacts Report  
Director Guritz presented a report on event venue rentals.

## **VIII. Executive Session**

None.

**IX. Other Items of Business**

None.

**X. Citizens to be Heard**

No public comments were offered by those in attendance.

**XI. Adjournment**

Commissioner Gilmour made a motion to adjourn. Seconded by Commissioner Purcell. Aye, all. Opposed, none. Meeting adjourned at 6:55 pm.

Respectfully submitted,

David Guritz  
Executive Director, Kendall County Forest Preserve District