

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

September 4, 2019

I. Call to Order

Commissioner Flowers called the Operations Committee meeting to order at 6:06 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Flowers, Gilmour, and Vickers all were present.

III. Approval of Agenda

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

IV. Public Comments

Ed Sleezer provided public comments on equestrian use.

Karen Shrimpel provided public comment from the Fox Valley Trail Riders Association.

V. Review of Financial Statement Reports through August 30, 2019

Director Guritz presented a review of financial statement reports through August 30, 2019.

VI. Special Use Permit Requests

- Fox Valley Trail Riders Association, September 21, 2019 River Ride to Hoover Forest Preserve, 10:00 am – 2:30 pm including use of the Eagle's Nest Shelter

Commissioner Gilmour made a motion to forward the special use permit request for Fox Valley Trail Riders Association on September 22, 2019 to Committee of the Whole. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

- Kendall County State's Attorney's Office – Drug Court Graduation Ceremony Friday, November 22, 2019 9:00 am – 4:00 pm
- University of Illinois Cooperative Extension (4H – Rockin' KC Horse Club Monthly Meetings) – KCHC EAST Wing Conference Room and Third Floor Conference Room January through May, 2020 and September through December, 2020

- KC Sheriff's Office – KC Sheriff's Youth Police Academy Orientation – Meadowhawk Lodge – May 20, 2020

A recess was called at 6:43 pm.

Quorum was resumed at 6:45 pm.

VII. Operations Updates and Discussions

- i. Review of Policy: Executive Director Limits for Purchases and Contracts

Operations Committee gave direction on Executive Director limits for purchases and contracts.

- ii. MUNIS Software Intergration Updates
- iii. Granicus Website Design Updates

Director Guritz presented updates on the Granicus website design.

- iv. iParks Insurance Application and Brokerage Updates

Commissioner Prochaska made a motion to approve the State's Attorney's Office liability check. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

VIII. 2019 Bowhunt Pilot Program Discussion – Review of Proposed Polices, Preserve Areas, and Volunteer Program Management

Director Guritz presented the updates on the bowhunt pilot program, including application and fees.

Commissioner Flowers made a motion to approve the \$200 application fee for the 2019 bowhunt pilot program. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

IX. Environmental Education Updates

- i. Environmental Education Instructor Recruitment Results
- ii. Fall School Field Trip Recruitment Efforts
- iii. Restoration Work Days – Preparation and Marketing

X. Ellis House and Equestrian Center Updates

- i. Hoofin' It! 5K Run
- ii. Equestrian Center Lessons Software Evaluation and Calendar Audit
- iii. Ellis House and Event Tent – Top Notch Rental Event Tent Sale Offer or License Arrangement

XI. Grounds, Natural Resources, and Preserve Projects Updates

- i. IDNR Grants Submitted (BAAD; Habitat Fund; Pheasant Fund)
- ii. Fall 2019 Project Updates
- iii. Henneberry Forest Preserve Soil Erosion Control Project Updates
- iv. Hoover Designated Trails Updates
- v. Bright Property Access Easement

XII. Hoover Rail Crossing Updates

- i. Final Easement Exhibit Updates

XIII. Executive Session

There was no need for executive session.

XIV. Other Items of Business

There were no other items of business.

XV. Citizens to be Heard

No public comments were offered by those in attendance.

XVI. Adjournment

Commissioner Gilmour made a motion to adjourn. Seconded by Commissioner Prochaska. Aye, all. Opposed, none. Meeting adjourned at 7:46 pm.

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District