

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

AUGUST 3, 2022

I. Call to Order

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

II. Roll Call

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

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

III. Approval of Agenda

Commissioner Koukol made a motion to approve the meeting agenda as presented. Seconded by Commissioner Rodriguez. 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 July 31, 2022

Acting Director Antoinette White presented an overview of the financial statements and cost center reports through July 31, 2022.

VI. 2022 Nature-Based Summer Camps Summary Report

Acting Director Antoinette White presented a report by Environmental Programs and Special Projects Manager Stefanie Wiencke on the 2022 nature-based summer camps. The 2022 summer camps had over 230 participants and exceeded budgeted revenue.

VII. Summer Camp Refund Request (Casas)

Acting Director Antoinette White presented a refund request for summer camp.

The Operations Committee reviewed the request and provided direction to offer a credit only. The refund request was made outside of the District’s policy minimum timeframe of 2-weeks prior to the first day of camp.

VIII. Rental License Agreements – KC SAO Final Review Updates and Review of Resolution #22-07-001

Acting Director Antoinette White presented an overview of two edited versions of Resolution #22-07-001.

The Operations Committee discussed the two versions, both changing the District’s use of terms from “Rental Contracts” to “Facility License Agreements”.

Commissioner Koukol made a motion to forward the Resolution #22-07-001 version which states “The Board of Commissioners hereby authorizes and directs the Executive Director of the District and/or their designee to integrate the general terms and conditions”, to Committee of the Whole for further discussion. Seconded by Commissioner Cesich. Aye, Commissioner Cesich, Koukol, and Rodriguez. Opposed, Commissioner Flowers. Motion carried by a vote of 3:1.

IX. Grounds and Natural Resources Reports

a) Equipment Auction Results – Discussion of Ellis Carriage

b) Grounds Projects Summaries

c) Grounds Maintenance Staffing Updates

Preserves and Grounds Projects Manager Austin Luettich present the Grounds Maintenance reports and results of the auction of District items, current projects, and a Grounds staffing update.

The Operations Committee discussed and provided direction to staff to bring the recommendation for the auction of the Ellis horse carriage to the Committee of the Whole for further discussion.

X. Other Items of Business

a) FY22 Combined Budget and Appropriations Ordinance Amendment

b) IDNR Habitat and Pheasant Fund Grant Application Submissions

The Operations Committee reviewed the proposed FY22 combined budget and appropriations ordinance.

XI. Public Comments

No public comments were offered from citizens in attendance.

XII. Executive Session

None.

XIII. Adjournment

Commissioner Cesich made a motion to adjourn at 6:58 pm. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

Respectfully submitted,

Antoinette White
Acting Director, Kendall County Forest Preserve District