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**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMITTEE of the WHOLE MEETING MINUTES**

NOVEMBER 9, 2022

I. Call to Order

President Gilmour called the meeting to order at 4:30 pm in the Kendall County Office Building – Second Floor County Board Meeting Rooms 209 and 210.

II. Roll Call

X	Cesich		Gryder
X	DeBolt	X	Kellogg (Adjourned at 5:28 pm, and did not return)
	Flowers	X	Koukol
X	Gengler	X	Rodriguez (Entered the meeting at 4:31 pm; adj. at 5:20 pm)
X	Gilmour	X	Vickers

Commissioners Cesich, DeBolt, Gengler, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour were all present.

Commissioner Rodriguez entered the meeting room at 4:31 pm and adjourned from the meeting at 5:20 pm.

Commissioner Kellogg adjourned from the meeting at 5:28 pm.

III. Approval of Agenda

Commissioner DeBolt made a motion to approve the meeting agenda. Seconded by Commissioner Koukol. Aye, all. Opposed, none.

Commissioner Rodriguez entered the meeting at 4:31 pm.

IV. Public Comments

No public comments were offered from citizens in attendance.

V. Executive Director's Report

Director Guritz, provided an update on District projects.

VI. Motion to Forward Claims to Commission

Commissioner DeBolt made a motion to forward claims to Commission for approval. Seconded by Commissioner Gengler. Aye, all. Opposed, none.

VII. OLD BUSINESS

No items posted for consideration.

VIII. NEW BUSINESS

- a) **MOTION: Approval to Forward Ordinance #22-11-003 Amending Ordinance #08-22-001 the Combined Annual Budget and Appropriations Ordinance Setting Forth the Annual Budget of the Kendall County Forest Preserve District, Kendall County, Illinois for the Fiscal Year Beginning December 1, 2021 and Ending November 30, 2022 for an Amount Not-to-Exceed \$8,472,995.00 to Commission for Approval**

Commissioner Kellogg made a motion to forward Ordinance #22-11-003 amending Ordinance #08-22-001 the Combined Annual Budget and Appropriations Ordinance for the District for an Amount Not-to-Exceed \$8,472,995 to Commission for approval. Seconded by Commissioner Cesich. Aye, all. Opposed, none.

- b) **MOTION: Approval to Forward Ordinance #22-11-001 – FY23 Operating Fund (Fund 1900) Levy in the Amount of \$710,448.00 to Commission for Approval**

Commissioner Cesich made a motion to forward Ordinance #22-11-001 for the FY23 Operating Fund (Fund 1900) levy in the amount of \$710,448.00 to Commission for approval. Seconded by Commissioner Kellogg. Aye, all. Opposed, none.

- c) **MOTION: Approval to Forward Ordinance #22-11-002 – FY23 Combined Budget and Appropriations Ordinance in the Amount of \$9,653,398 to Commission for Approval**

Commissioner Cesich made a motion to forward Ordinance #22-11-002, the FY23 Combined Budget and Appropriations Ordinance in the amount of \$9,653,398 to Commission for approval. Seconded by Commissioner Gengler. Aye, all. Opposed, none.

- d) **MOTION: Approval to Forward the FY23 Salary and Benefits Schedule to Commission for Approval for December 1, 2022 through November 30, 2023, Including an Aggregate Sum for Scheduled Increases in the Amount of \$45,084.92**

Commissioner DeBolt made a motion to forward the FY23 salary and benefits schedule, with recommendation to approve the proposed aggregate sum for scheduled increases in the amount of \$45,084.92 to Commission for approval. Seconded by Commissioner Gengler. Aye, all. Opposed, none.

- e) **MOTION: Approval to Forward the FY23 Organizational Chart to Commission for Approval**

Commissioner Cesich made a motion to forward the FY23 Organizational Chart to Commission for approval. Seconded by Commissioner Gengler. Aye, all. Opposed, none.

f) MOTION: Approval to Forward the CY23 Annual Meeting and Holiday Schedule to Commission for Approval

Commissioner DeBolt made a motion to forward the CY23 Annual Meeting and Holiday Schedule to Commission for approval. Seconded by Commissioner Cesich. Aye, all. Opposed, none.

g) MOTION: Approval to Forward the Revised Environmental Education and Special Projects Manager Position Description (FLSA Exempt) to Commission for Approval

Commissioner Koukol made a motion to forward the revised Environmental Education and Special Projects Manager position description to Commission for approval. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

h) MOTION: Approval to Forward the KCFPD Employee Handbook to Commission for Approval

Commissioner Cesich made a motion to forward the KCFPD Employee Handbook to Commission for approval. Seconded by Commissioner Kellogg. Aye, all. Opposed, none.

i) MOTION: Approval to Forward the FY23 Hoover Grounds Supervisor and Resident Lease Agreement to Commission for Approval

Commissioner Cesich made a motion to forward the FY23 Hoover Grounds Supervisor and Resident lease agreement to Commission for approval. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

j) MOTION: Approval to Forward the FY23 Ellis House and Equestrian Center Resident and Caretaker Lease Agreement to Commission for Approval

Commissioner Cesich made a motion to forward the FY23 Ellis House and Equestrian Center Resident and Caretaker lease agreement to Commission for approval. Seconded by Commissioner Gengler. Aye, all. Opposed, none.

k) Little Rock Creek Forest Preserve Dam Removal Project Proposal - Hey and Associates, Inc.- Review and Discussion

Commissioner DeBolt made a motion to forward the Little Rock Creek Forest Preserve dam removal project proposal from Hey and Associates, Inc. to Commission for approval. Seconded by Commissioner Cesich. Aye, all. Opposed, none.

XVIII. Other Items of Business

- a. Pickerill Estate House Construction Project Updates**
- b. Fox River Bluffs Forest Preserve Construction Project Updates**
- c. End-of-Year Purchases Discussion (AED's; Changing Tables; Office Replacement Furniture)**

d. New Year's Day Food Drive Event – Kendall County Community Food Pantry

Antoinette White, Ground and Natural Resources Division Supervisor, presented updates on the Pickerill Estate House and Fox River Bluffs RTP Trail construction projects.

The Committee of the Whole gave direction for the Kendall County Forest Preserve District to host the New Year's Day Food Drive Event in cooperation with the Kendall County Community Food Pantry as a volunteer-staffed event.

Commissioner Rodriguez left the meeting at 5:20 pm.

XIX. Public Comments

No public comments were offered from citizens in attendance.

XX. Executive Session

Commissioner Kellogg left the meeting at 5:28 pm.

Commissioner Cesich made a motion to enter executive session under 2(c)21 of the Open Meetings Act for the purpose of discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

Executive session called to order at 5:28 pm.

Commissioner Vickers made a motion to adjourn executive session. Seconded by Commissioner Koukol. Aye, all. Opposed, none.

Regular meeting reconvened at 5:45 pm.

XXI. Summary of Action Items

Director Guritz, provided a summary of action items to be presented to Commission for approval.

XXII. Adjournment

Commissioner Cesich made a motion to adjourn. Seconded by Commissioner DeBolt. Aye, all. Opposed, none. Meeting adjourned at 5:50 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District