

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

MAY 03, 2022

I. Call to Order

Commissioner Koukol called the meeting to order at 6:01 pm in the Kendall County Administrative Office Building – Kendall County Second Floor Board Meeting Rooms 209 and 210.

II. Roll Call

	Bachmann	X	Koukol
	DeBolt		Peterson
X	Flowers	X	Rodriguez
X	Gengler		Shanley
	Kellogg		Wormley

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

Commissioner Flowers left the meeting at 7:15 pm and returned at 7:20 pm.

III. Approval of Agenda

Commissioner Flowers made a motion to approve the meeting agenda as presented. Seconded by Commissioner Gengler. 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 April 30, 2023

Director Guritz presented an overview of the financial statements and cost center reports through April 30, 2023.

VI. APPROVAL OF SPECIAL USE PERMITS

- A. Kendall County Health Department – Senior Services Associates – Seniors Triad Picnic - June 26, 2023 at Harris Forest Preserve – Shelter Use Fee Waiver Request

Commissioner Koukol made a motion to approve the Kendall County Health Department – Senior Services Associates – Seniors Triad Picnic scheduled for June 26, 2023 at Harris Forest Preserve, including waiving the shelter use fee. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

- B. Kendall County Horse Show Association – Harris Forest Preserve Koch Arena and Shelter 7 - May 20, May 21, June 24, September 16 and September 17, 2023 – Arena and Shelter Use Fee Waiver Request

The Operations Committee discussed the District's insurance coverage requirements for permitted uses of District facilities by outside organizations. The Committee reviewed the history of the Association's use of Harris Forest Preserve, and discussed recent communications and concerns expressed regarding adequate trailer parking and turnaround.

Commissioner Rodriguez discussed the District's recent tree planting efforts near the arena. The Operating Committee determined that the trees will not be removed, with adequate trailer parking available for horse show events.

Commissioner Gengler made a motion to forward the Kendall County Horse Show Association's permit requests to the Committee of the Whole meeting scheduled for May 9, 2023 to allow time for the Association to secure the required insurance. Seconded by Commissioner Koukol. Aye, all. Opposed, none.

VII. FY22 Audit Updates

Director Guritz reported that the Mack & Associates, PC FY22 audit report will be presented at the May 9, 2023 Committee of the Whole meeting, with the District's operating fund surplus increasing by \$130,000 over the prior fiscal year.

VIII. Grounds and Natural Resources Reports

A. Equipment Updates

B. Staffing Updates

Antoinette White, Grounds and Natural Resources Division Supervisor, provided a report on current funding available within the District's ARPA fund, including review of allowable expenditures under the Coronavirus State and Local Fiscal Recovery Funds Act's final rules. District staff recommend utilizing ARPA funds to purchase equipment to maintain the District's public facilities, trails and amenities.

The Operations Committee provided direction to bring forward the quotes for the purchase of an RTV Kubota to the Committee of the Whole for consideration, with a secondary recommendation to repair the existing Kubota rather than trading the unit in to reduce the purchase cost for the new RTV.

IX. Environmental Education Reports

A. 2023 and 2024 IDNR-ENTICE Workshops

B. Program Enrollment Updates

Director Guritz provided updates on the upcoming May 20, 2023 IDNR-ENTICE workshop and summer camp enrollments. The District is experiencing the highest enrollments within both the nature education and Ellis Equestrian Center's summer camp offerings.

X. Other Items of Business

1. Ken Pickerill Estate House Renovation Project Updates
 - a) 04/27/23 Field Report
 - b) Progress Reports: Solar Panel Installions; Site Grading and Landscaping;
Storage Barn Exterior Finishes

Director Guritz provided progress reports for the remaining efforts at the Pickerill Estate House. Site grading and landscaping will be completed by May 12, 2023, with the site landscaping work beginning thereafter.

Commissioner Flowers left the meeting room at 7:15 pm and returned at 7:20 pm.

XI. Chairman's Report

None.

XII. Public Comments

No public comments were offered from citizens in attendance.

XIII. Executive Session

None.

XIV. Adjournment

Commissioner Rodriguez made a motion to adjourn the meeting. Seconded by Commissioner Gengler. Aye, all. Opposed, none. Meeting adjourned at 7:27 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District