

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

MAY 9, 2023

I. Call to Order

President DeBolt 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	Bachmann	X	Koukol
X	DeBolt		Peterson
X	Flowers (entered at 5:26 pm)	X	Rodriguez
X	Gengler (left at 5:28 pm)		Shanley
	Kellogg	X	Wormley

Commissioners Bachmann, Gengler, Koukol, Rodriguez, Wormley, and DeBolt were all present.

Commissioner Flowers entered the meeting at 5:26 pm.

Commissioner Gengler left the meeting at 5:28 pm.

III. Approval of Agenda

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

IV. Public Comments

No public comments were offered from citizens in attendance.

V. Executive Director's Report

Director Guritz, provided updates on District projects.

VI. Motion to Forward Claims to Commission

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

VII. Review of Preliminary Financial Statements through April 30, 2023

Director Guritz presented an overview of preliminary financial statements through April 30, 2023. The District is on track for exceeding budget expectations in FY2023.

VIII. OLD BUSINESS

a) Jericho Holdings, LLC – Request for Release of Bond Held for Trail Construction

The Committee of the Whole discussed the history of the Jericho Holdings, LLC bond for trail construction.

Commissioner Koukol made a motion to request the Forest Preserve District ask for a donation of 50% of the total value of the escrow account from Jericho Holdings, LLC once the bonds held for trail construction are released. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

IX. NEW BUSINESS

a) Mack & Associates, PC – FY22 Audit Presentation

Cate Moulton, CPA with Mack & Associates, PC, presented the Kendall County Forest Preserve District FY22 audit report. The audit was reported as clean, with the District's operating fund surplus for FY22 was \$129,401.00. Fiscal management improvements included insuring that end of fiscal year reporting remains consistent with reporting of federal expenditures for SEFA reporting purposes.

Approval of the audit report will be presented to Commission for approval.

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 License Agreement and Fee Waiver Approval

The Committee of the Whole discussed the Kendall County Horse Show Association's insurance coverages and requirement to meet the District's coverage amounts previously approved by the Board of Commissioners.

Commissioner Gengler made a motion to table the Kendall County Horse Show Association's proposed license agreement for use of the Harris Forest Preserve - Arena and Shelter 7, including fee waiver for presentation to Commission on Tuesday, May 16, 2023. Seconded by Commissioner Bachmann. Aye, all. Opposed, none.

c) ARPA Fund 1914 Capital Equipment Purchases Discussion

The Committee of the Whole discussed the District's equipment and replacement needs.

Director Guritz discussed the Districts equipment appropriations, and overview of proposed equipment purchases that will be used to maintain District public trails and outdoor shelters through the ARPA fund.

Commissioner Flowers entered the meeting at 5:26 pm.

Grounds and Natural Resources Division Supervisor, Antoinette White, presented a recommendation for the replacement of the heavily used Kubota UTV at Hoover Forest Preserve, with the current unit requiring frequent repairs.

The Committee of the Whole gave direction to bring the proposal for the purchase of a new Kubota UTV from McCullough Implement of Morris, IL to Commission for approval.

XVIII. Other Items of Business

a. Pickerill Estate House Construction Project Updates

- i. IDNR Billing Statement Updates**
- ii. Final Grading and Landscaping Materials Schedules**
- iii. Final Grading and Landscaping Materials Schedules**
- iv. Furniture Order Updates**
- v. Forest Foundation / District Donor Appreciation Preview Event – July 15, 2023 from 4 pm to 8 pm**

Director Guritz presented updates on the Pickerill Estate House, including an overview of the opening event on July 15, 2023.

Commissioner Gengler left the meeting at 5:28 pm.

XIX. Committee Chairman Reports: Seth Wormley (Finance) and Dan Koukol (Operations)

No reports were offered from the Operations or Finance Committees.

XX. Public Comments

No public comments were offered from citizens in attendance.

XXI. Executive Session

Commissioner Flowers made a motion to enter into executive session under 2(c)1 of the Open Meetings Act for the purpose of discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Seconded by Commissioner Bachmann.

Roll call: Commissioners Bachmann, Flowers, Koukol, Rodriguez, Wormley, and DeBolt were all present.

Executive session called to order at 5:42 pm.

Commissioner Koukol made a motion to adjourn executive session at 5:49 pm. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

XXII. Summary of Action Items

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

XXIII. Adjournment

Commissioner Flowers made a motion to adjourn. Seconded by Commissioner Wormley.

Aye, all. Opposed, none. Meeting adjourned at 5:52 pm.

Respectfully submitted,

David Guritz

Director, Kendall County Forest Preserve District