

**KENDALL COUNTY FOREST PRESERVE DISTRICT
OPERATIONS COMMITTEE MEETING MINUTES
JUNE 7, 2023**

I. Call to Order

Commissioner Koukol called the meeting to order at 6:02 pm in the Kendall County Administrative Office Building – Kendall County Second Floor Board Meeting Rooms 209 and 210.

II. Roll Call

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

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

III. Approval of Agenda

Commissioner Flowers 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 May 31, 2023

Director Guritz presented an overview of the financial statements and cost center reports through May 31, 2023. The District is on track to exceed budget expectations for the year.

VI. APPROVAL OF SPECIAL USE PERMITS

No Special Use Permits were presented for consideration.

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 Replacements – 5-Year Plan Review

B. Staffing Updates

C. Pickerill Estate House Landscaping and Opening Preparations

Antoinette White, Grounds and Natural Resources Division Supervisor, provided an overview of the past 5-year equipment replacements.

Updates on current vacancies were provided. Grounds staff provided updates on hardscape elements and plantings at the Pickerill Estate House. District staff will be setting up sprinklers and hoses for daily watering.

IX. Environmental Education Reports

A. Program Enrollment Updates

B. Pickerill Estate House "Opening Day" Event

Director Guritz provided updates on the program enrollments. Nature-based and Ellis equestrian 2023 summer camps have both achieved the highest enrollment in the District's history. The details of the Pickerill Estate House "Opening Day" event on July 15th, 2023 were discussed.

X. Other Items of Business

1. Ken Pickerill Estate House Renovation Project Updates
 - a) Final Punch List

Director Guritz distributed the signed Certificate of Substantial Completion and punch list, and provided progress reports for the remaining tasks at the Pickerill Estate House needed to achieve public occupancy.

XI. Chairman's Report

None.

XII. Public Comments

No public comments were offered from citizens in attendance.

XIII. Executive Session

None.

XIV. Adjournment

Commissioner Flowers made a motion to adjourn the meeting. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none. Meeting adjourned at 6:45 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District