

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

OCTOBER 04, 2023

I. Call to Order

Commissioner Koukol 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

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

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

III. Approval of Agenda

Commissioner Rodriguez made a motion to approve the meeting agenda as presented. Seconded by Commissioner Bachmann. 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 September 30, 2023

Director Guritz presented an overview of the financial statements and cost center reports through September 30, 2023. The District is on track for generating an operational surplus in FY23. The FY23 operating fund surplus projection is around \$100,000 not including possible farm yield payments.

VI. APPROVAL OF SPECIAL USE PERMITS

- A. Kendall County Planning, Building and Zoning – October 16, 2023 Public Meeting – 5 PM to 9 PM @ Pickerill Estate House
- B. Kendall County Sheriff's Office – SWAT Team Training – October 16, 2023 – Moonseed Bunk House – 4 PM to Midnight

The Operations Committee reviewed special use permits and fees waived as approved by the Executive Director for upcoming Kendall County functions.

VII. Fees and Charges

A. Review of Proposed FY24 Fees and Charges for Equestrian Center Program Services

Director Guritz presented a proposed updated fees and charges schedule for the Equestrian Center. Commissioner Flowers made a motion to forward the proposed FY24 fees and charges for equestrian center program services to Commission for approval. Seconded by Commissioner Bachmann. Aye, all. Opposed, none.

VIII. Grounds and Natural Resources Reports

- A. Pickerill Estate House – Use and Construction Updates**
- B. Subat Nature Center Project Updates**
- C. 2023 CWD Bow Hunt Program Updates**
- D. General Use Ordinance Enforcement Updates**

Grounds and Natural Resources Division Supervisor, Antoinette White reported that the solar array has been completed and is now online at the Pickerill Estate House. The Phase II Archaeological Survey is underway at Subat Forest Preserve. The 2023 CWD Bow Hunt Program has been successfully filled, with 8-does harvested.

The Operations Committee reviewed two General Use Ordinance violations that are being addressed in consultation with the Kendall County State’s Attorney’s Office.

IX. Environmental Education and Ellis House and Equestrian Center Reports

- A. Hoover Nature Playspace and Programming Updates**
- B. Program Enrollment Updates**

Environmental Education and Special Projects Manager, Stefanie Wiencke provided a report on increases in large, unscheduled groups using the Hoover Nature Play Space area. Unscheduled large-group use is interfering with scheduled programming and use of the space, and resulting in additional staff time needed to address clean up and repair needs after these groups leave the area. Manager Wiencke reported that District staff is working to build bridges with the visiting groups by asking them to pre-schedule, and staffing group visits to facilitate positive experiences and support responsible use.

The Operations Committee provided direction to continue to monitor the situation, report back on results, and begin to look into additional signage needs for the play space area.

X. Other Items of Business

- A. FY24 Preliminary Budget Updates**
- B. Licnese/Lease Agreement Renewals**
 - a) Sunrise Center North Therapeutic Riding Program License Agreement**
 - b) Hoover Grounds Supervisor and Resident Lease Agreement**
 - c) Ellis House Caretaker Lease Agreement**

- d) Millington Forest Preserve Reciprocal Access Agreement
- e) Hoover Forest Preserve Ball Field – Yorkville Furt License Agreement

Director Guritz provided an overview and updates on the FY24 preliminary budget.

Commissioner Flowers made a motion made a motion to forward the Sunrise Center North Therapeutic Riding Program License Agreement; Hoover Grounds Supervisor and Resident Lease Agreement, Ellis House Caretaker Lease Agreement, Millington Forest Preserve Reciprocal Access Agreement, and Hoover Forest Preserve Ball Field – Yorkville Furt License Agreement to Commission for approval. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

Director Guritz reported that he had received email correspondence from WSPY stating that the news outlet had not been sent the District’s meeting agendas. Director Guritz reported that all agendas are posted online a minimum of 48-hours in advance for public inspection in accordance with the Open Meetings Act. All press contacts are sent the District’s annual meeting calendar, and informed in advance of any changes to the regular meeting schedule, and changes in the date, time, or location of any meeting. The District has forwarded WSPY’s email notification of multiple violations of the Open Meetings Act to the State of Illinois Public Access Counselor with a request to clarify OMA requirements.

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 Bachmann. Aye, all. Opposed, none. Meeting adjourned at 6:42 pm.

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District