

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

OCTOBER 10, 2023

I. Call to Order

President DeBolt called the meeting to order at 4:35 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
	Flowers	X	Rodriguez
X	Gengler (adjourned from meeting at 5:25 pm)	X	Shanley
	Kellogg	X	Wormley

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

III. Approval of Agenda

Commissioner Shanley 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 by those in attendance.

V. Executive Director's Report

Director Guritz provided updates and a report on District priority projects.

VI. Motion to Forward Claims to Commission

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

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

Director Guritz presented an overview of the preliminary financial statements through September 30, 2023. The District is on track for generating a significant operating surplus for the year which will be discussed at the October Finance Committee meeting.

VIII. OLD BUSINESS

a) Review and Discussion – Updated FY24 Preliminary Budget

Director Guritz presented the updated preliminary FY24 budget.

The Committee of the Whole discussed the FY24 preliminary budget, including discussion on the proposed 5% levy increase under PTELL.

Commissioner Gengler adjourned from the meeting at 5:25 pm and did not return.

IX. NEW BUSINESS

a. Review and Discussion – Proposed FY24 Salary Schedule

Committee of the Whole discussed the proposed FY24 Salary Schedule. The FY24 budget has been updated based on the revised schedule.

b. Review and Discussion – Proposed FY24 Organizational Chart

The Committee of the Whole discussed the proposed FY24 Organizational Chart.

XVIII. Other Items of Business

a. Land-Cash Fund Balance Letter

Director Guritz provided an update on the District's balance of Land-Cash funds. The District's FY24 budget has been updated based on the most recent letter from the Treasurer's Office.

President DeBolt provided an update on a possible land donation of property adjacent to Henneberry Forest Preserve that would provide a maintenance access route to the preserve for District staff and contracted farm operator(s).

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

Finance Chair Wormley reported that the Finance Committee has been discussing the FY24 budget materials presented.

Operations Chair Koukol reported the Operations Committee reviewed and recommended raising the fees and charges at Ellis Equestrian Center.

Operations Chair Koukol reported on an increasing number of incidents of large, unscheduled family groups impacting District programming and maintenance of the District's Nature Play Space area at Hoover Forest Preserve. District staff will provide updates to the Operations Committee in order to address the issue.

XX. Public Comments

No public comments were offered from citizens in attendance.

XXI. Executive Session

Commissioner Bachmann made a motion to enter executive session at 6:01 pm under 2(c)1 of the Open Meetings Act to discuss 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 Wormley.

Roll Call: Aye, Commissioner Bachmann, Rodriguez, Shanley, Wormley, and DeBolt. Opposed, Commissioner Koukol. Motion carried by a vote of 5:1. Executive Session called to order at 6:01 pm.

Commissioner Koukol made a motion to adjourn from executive session. Seconded by Commissioner Shanley. Aye, all. Opposed, none. Regular meeting reconvened at 6:10 pm.

XXII. Summary of Action Items

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

XXIII. Adjournment

Commissioner Koukol made a motion to adjourn. Seconded by Commissioner Shanley. Aye, all. Opposed, none. Meeting adjourned at 6:11 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District