

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

December 06, 2023

I. Call to Order

Operating Committee Chairman 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
	Flowers	X	Rodriguez
X	Gengler		Shanley
	Kellogg		Wormley

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

III. Approval of Agenda

Commissioner Bachmann 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 November 30, 2023

Executive Advisor Guritz presented an overview of the financial statements and cost center reports through December 30, 2023. End of fiscal year transfers have been completed, with an estimated remaining FY23 surplus of over \$30,000 anticipated for Fund 1900.

VI. APPROVAL OF SPECIAL USE PERMITS

A. Kendall County PBZ – Economic Development

- a. Hoover Forest Preserve - Meadowhawk Lodge - Feb. 7, 2024 - 9 AM to Noon
- b. Pickerill-Pigott Forest Preserve – Pickerill Estate House – March 28, 2024 - 1 PM to 4 PM
- c. Hoover Forest Preserve - Meadowhawk Lodge – Apr. 19, 2024 – 10 AM to Noon
- d. Hoover Forest Preserve - Meadowhawk Lodge – Apr. 26, 2024 - 1 PM to 3 PM
- e. Hoover Forest Preserve – Meadowhawk Lodge – Sept. 19, 2024 – 1 PM to 4 PM
- f. Pickerill-Pigott Forest Preserve – Pickerill Estate House – Dec. 12, 2024 - 1 PM to 4 PM

B. Kendall County Health Department – Mental Health Unit

- a. Hoover Forest Preserve – Meadowhawk Lodge – January 12, 2024

C. Juvenile Justice Council - SKY 5K Run

a. Hoover Forest Preserve – Meadowhawk Lodge and Trails - April 20, 2024

Acting Executive Director White presented the proposed Special Use Permits with one additional Special Use Permit for the Kendall County employee appreciation lunch at the Meadowhawk Lodge reserved by the Kendall County Human Resources Department.

Commissioner Rodriguez made a motion to approve and waive the fees and charges for the Special Use Permits presented for Kendall County PBZ –Economic Development; Kendall County Health Department – Mental Health Unit; Juvenile Justice Council SKY 5K Run, and Kendall County – Human Resources Department. Seconded by Commissioner Bachmann. Aye, all. Opposed, none.

VII. Grounds and Natural Resources Reports

- A. KCFPD Equipment Replacement Update(s)
- B. Hoover Forest Preserve Operations
- C. General Use Ordinance – Proposed Amendment

Acting Executive Director White presented quotes for a Kubota replacement as scheduled on the KCFPD equipment replacement schedule.

The Operations Committee provided direction to bring the low quote for the Kubota forward to the Committee of the Whole for consideration.

Acting Executive Director White reported on operations at Hoover Forest Preserve including a summary of maintenance that will be completed on the Hoover residence over the next few months.

VIII. Environmental Education and Ellis House and Equestrian Center Reports

- A. Hoover Nature Play Space – Proposed General Use Ordinance Amendment Discussion
- B. Education Program Fees and Charges (23-24 School Programs and 2024 Summer Camps)
- C. New Year's Day Hike

Environmental Education and Outreach Division Manager Wiencke provided a sample sign proposed for display at the Hoover Nature Play Space for public use restrictions.

Commissioner Bachmann made a motion to forward the proposed Nature Play Space sign and public use restrictions to Commission for approval. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

Commissioner Rodriguez made a motion to forward updated fees and charges to Committee of the Whole. Seconded by Commissioner Bachmann. Aye, all. Opposed, none.

Environmental Education and Outreach Division Manager Wiencke presented information on the annual New Year's Day hike at Hoover Forest Preserve.

IX. Other Items of Business

- A. KCFPD FY24 Organizational Goals
- B. District Website Updates

Executive Advisor Guritz presented the KCFPD FY24 Organization Goals and discussed updates planned for the District’s website.

X. Chairman’s Report

Operations Chair Koukol reported that the January 3rd, 2024 Operations Committee meeting will be cancelled.

XI. Public Comments

No public comments were offered from citizens in attendance.

XII. Executive Session

None.

XIII. Adjournment

Commissioner Rodriguez made a motion to adjourn the meeting. Seconded by Commissioner Gengler. Aye, all. Opposed, none. Meeting adjourned at 6:58 pm.

Respectfully submitted,

David Guritz
Executive Advisor, Kendall County Forest Preserve District