

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

**JANUARY 09, 2024**

**I. Call to Order**

President DeBolt called the meeting to order at 4:30 pm in the Kendall County Office Building – second floor meeting rooms 209 and 210.

**II. Roll Call**

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

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

**III. Approval of Agenda**

Commissioner Koukol made a motion to approve the meeting agenda as presented. Seconded by Commissioner Peterson. Aye, all. Opposed, none.

**IV. Public Comments**

No public comments were offered from citizens in attendance.

**V. Leadership Team Report**

Executive Advisor Guritz, provided a report and updates on District capital projects. Acting Executive Director White and Environmental Education and Public Outreach Division Manager Wiencke provided updates on District grounds and natural resources and education projects.

**VI. Motion to Forward Claims to Commission**

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

Commissioner Rodriguez left the meeting at 4:32 pm and returned to the meeting at 4:32 pm.

**VII. Review of Preliminary End-of-Year Financial Statements through November 30, 2023 and December 31, 2023**

Executive Advisor Guritz presented an overview of the preliminary financial statements through November 30, 2023 and December 31, 2023.

**VIII. OLD BUSINESS**

- a) **MOTION: Approval to Forward an Intergovernmental Agreement between Kendall County and the Kendall County Forest Preserve District for the Dedication of Kendall County Transportation Alternatives Program Funding and Authorization to Construct Multi-Use Trail Segments within County-owned Parcels to Complete the Hoover – Fox River Bluffs Forest Preserve Connecting Trail to Commission and the Kendall County Board for Consideration**

Commissioner Kellogg made a motion to forward an intergovernmental agreement between Kendall County and the Kendall County Forest Preserve District for the dedication of Kendall County Transportation Alternatives Program funding and authorization to construct multi-Use trail segments within County-owned parcels to complete the Hoover – Fox River Bluffs Forest Preserve Connecting Trail to Commission and the Kendall County Board for consideration. Seconded by Commissioner Wormley.

Commissioner Bachmann made a motion to amend the motion to include forwarding the proposed intergovernmental agreement to the Kendall County State's Attorney's Office for review. Seconded by Commissioner Kellogg. Aye, all. Opposed, none. The original motion was successfully amended.

A second vote was taken to approve the amended motion. All, aye. Opposed, none. Motion unanimously approved.

**IX. NEW BUSINESS**

- a) **Grounds Coordinator and Resident Position Description Review and Discussion**  
Acting Executive Director White presented a Grounds Coordinator and Resident Position Description for review.

Commissioner Peterson made a motion to forward the Grounds Coordinator and Resident position description to Commission. Seconded by Commissioner Bachmann. Aye, all. Opposed, none.

- b) **MOTION: Approval of a Special Use Permit for Kendall County EMA, including Waiving of Permit Fees for Training at Harris Forest Preserve including Use of Shelter 4 on January 13, 2024**

Commissioner Kellogg made a motion to approve a special use permit for Kendall County EMA, including waiving of permit fees for training at Harris Forest Preserve including Use of Shelter 4 on January 13, 2024. Seconded by Commissioner Wormley. Aye, all. Opposed, none.

- c) **MOTION: Approval of a Special Use Permit, Including Waiving of Permit Fees for the Yorkville Area Chamber of Commerce Green Committee and The Conservation Foundation to Host Winter Wonderland Walks at Hoover Forest Preserve**

Commissioner Koukol made a motion to approve a special use permit, including waiving of permit fees for the Yorkville Area Chamber of Commerce - Green Committee and The Conservation Foundation to host "Winter Wonderland Walks" at Hoover Forest Preserve. Seconded by Commissioner Gengler. Aye, all. Opposed, none.

**X. OTHER ITEMS OF BUSINESS**

**a) Natural Beginnings Early Learning Program – Primary Caregivers Policy Discussion**  
Environmental Education and Public Outreach Division Manager Wiencke presented a proposed policy for families experiencing a loss of a primary caregivers.

Commissioner Peterson made a motion to approve the policy amendment for primary caregivers for the Natural Beginnings Early Learning Program. Seconded by Commissioner Koukol. Aye, all. Opposed, none.

**XI. Hoover Forest Preserve New Year's Day Hike**

Executive Advisor Guritz reported the New Year's Day Hike at Hoover Forest Preserve was attended by over 150 people, with over 600 cans of soup collected and donated to the Kendall County Food Pantry.

**XII. Committee Chairman Reports: Seth Wormley (Finance) and Dan Koukol (Operations)**  
Operations Chair Koukol reminded the Committee the next Operations meeting is on February 7th.

Finance Chair Wormley remarked the next Finance Committee meeting is January 25<sup>th</sup>.

**XIII. Public Comments**

No public comments were offered from citizens in attendance.

**XIV. Executive Session**

None.

**XV. Summary of Action Items**

Executive Advisor Guritz provided a summary of action items to be presented to Commission for approval.

**XVI. Adjournment**

Commissioner Bachmann made a motion to adjourn. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none. Meeting adjourned at 5:30 pm.

Respectfully submitted,

David Guritz  
Executive Advisor, Kendall County Forest Preserve District