

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

**MARCH 6, 2024**

**I. Call to Order**

Operations Committee Chair Koukol called the meeting to order at 6:08 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 Gengler. 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 February 29, 2024**

Executive Advisor Guritz presented an overview of the financial statements and cost center reports through February 29, 2024. All District fund budgets are on track for the year.

**VI. APPROVAL OF SPECIAL USE PERMITS**

**A. Kendall County Horse Show Association – For Use of the Harris Forest Preserve Horse Arena and Shelter 7, including Waiving of Facility Use License Fees**

- Saturday, June 08, 2024 – 8:00 AM to 8:00 PM
- Saturday, July 20, 2024 – 8:00 AM to 8:00 PM
- Saturday, September 14, 2024 – 8:00 AM to 6:30 PM
- Sunday, October 13, 2024 – 8:00 AM to 5:45 PM

Commissioner Gengler made a motion to approve and waive fees for the Kendall County Horse Show Association – for use of the Harris Forest Preserve Horse Arena and Shelter 7 for Saturday, June 08, 2024 – 8:00 AM to 8:00 PM; Saturday, July 20, 2024 – 8:00 AM to 8:00 PM; Saturday, September 14, 2024 – 8:00 AM to 6:30 PM, and Sunday, October 13, 2024 – 8:00 AM to 5:45 PM. Seconded by Commissioner Bachmann. Aye, all. Opposed, none.

## **B. Kendall County Planning, Building and Zoning – Economic Development Reservation Cancellation(s) and Addition(s)**

The Operations Committee provided direction to discuss District facility use requests with the Kendall County Economic Development Committee to firm up dates prior to submitting request forms in order to reduce staff time impacts resulting from frequent rescheduling and cancellations.

Executive Advisor Guritz provided information on an upcoming meeting with the University of Illinois Extension Service - 4H for facility usage. The Operations Committee provided direction to not extend reduced fees for weekend bunkhouse rentals, requirement for security deposits, and 50% reduced payment structure for weekday programming for FY25.

## **VII. Grounds and Natural Resources Reports**

- A. Grounds and Natural Resources Project Updates
- B. Kendall County Highway Vehicle Purchase – 2015 GMC 2500 Sierra – Crew Cab with ± 100,000 miles
- C. FY24 Facility Rentals Updates

Acting Executive Director White presented a Grounds and Natural Resources project update.

The Operations Committee provided direction to obtain a Kelly Blue Book value on the Highway Department truck for presentation to the Committee of the Whole.

Acting Executive Director White presented a facility rentals report for the District for the 2024 calendar year.

Commissioner Rodriguez requested that the District to look into parking lot lighting options for Meadowhawk Lodge.

## **VIII. Environmental Education and Ellis House and Equestrian Center Reports**

- A. IDNR-ENTICE Workshop Evaluations – Saturday, February 24, 2024
- B. Sap to Syrup Celebration – March 9, 2024
- C. Girl Scouts of Northern Illinois – Preferred Partner Program
- D. 2024 Summer Camp Offerings – Demand-Based Session Additions

Environmental Education and Outreach Division Manager Wiencke presented participant surveys from the District's recent IDNR-ENTICE workshop. The March 9<sup>th</sup> Sap to Syrup program is running with three full sessions offered. The District was asked to enroll in the Preferred Partner Program for the Girl Scouts of Northern Illinois.

Environmental Education and Outreach Division Manager Wiencke provided information on additional summer camp offerings extended due to high program demand.

**IX. Other Items of Business**

**A. Kendall County Career and Resource Fair – Friday, April 5, 2024 – Event Tables and Chairs Request**

Executive Advisor Guritz presented a quote to provide tables and chairs for the Kendall County Career and Resources Fair. Direction was received to secure the requested tables and chairs as a District sponsorship for the event.

Executive Advisor Guritz provided updates on the progress of the Citizen Science Cicada website project.

**X. Chairman’s Report**

Operations Chair Koukol reported that another job fair opportunity for the District to table at is the Oswego High School during their trade career fair.

**XI. Public Comments**

No public comments were offered from citizens in attendance.

**XII. Executive Session**

None.

**XIII. Adjournment**

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

Respectfully submitted,

David Guritz  
Executive Advisor, Kendall County Forest Preserve District