

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

**OCTOBER 8, 2024**

**I. Call to Order**

President DeBolt called the meeting to order at 4:34 pm in the Kendall County Office Building – Second Floor County Board Meeting Rooms 209 and 210.

**II. Roll Call**

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

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

**III. Approval of Agenda**

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

**IV. Public Comments**

No public comment was offered by those in attendance.

**V. Leadership Team Report**

Acting Executive Director White provided a leadership team report summarizing the past month projects and programs.

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

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

**VII. Review of Preliminary End-of-Year Financial Statements through September 30, 2024**

Acting Executive Director White presented an overview of the preliminary financial statements through September 30, 2024.

**VIII. OLD BUSINESS**

- a) **Ohio Valley Acquisition LLC (TC Energy / ANR Pipeline Company)  
Temporary Easement Agreement**

Ohio Valley Acquisition LLC provided back the "redline" version agreement. The agreement will be forward to the SAO for review.

**b) Hoover Fox River Bluffs Forest Preserve IDNR-RTP Trail Grant-CERP Review Updates**

Acting Executive Director White provided updates on guidance received back to the District. The District will be able to manage the project timeline to avoid habitat at critical times.

**c) FY24 Budget Amendment and FY25 Budget Updates (All Funds 1900-1915)**

Executive Advisor Guritz reviewed the FY24 budget and possible amendment areas, noting if an amendment is needed it would be budget neutral.

**IX. NEW BUSINESS**

**a) MOTION: Approval to Forward the Mack & Associates, P.C. Audit Engagement Letter to Commission for Approval**

Commissioner Rodriguez made a motion to forward the Mack & Associates, P.C. Audit Engagement Letter to Commission for approval. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

**b) ORDINANCE #24-10-001: Motion to Forward an Ordinance and License Agreement Renewal between the District and Sunrise Center North Therapeutic Riding, Inc. for the Operation of a Therapeutic Riding Program at Ellis House and Equestrian Center to Commission for Approval**

Commissioner Flowers made a motion to forward an Ordinance and License Agreement Renewal between the District and Sunrise North Therapeutic Riding, Inc. for the Operation of a Therapeutic Riding Program at Ellis House and Equestrian Center to Commission for approval. Seconded by Commissioner Koukol. Aye, all. Opposed, none.

**c) RESOLUTION #24-10-002: Motion to Forward a Resolution of Recognition and Acknowledgement of Phil Smithmeyer, Immediate Past Vice President and Honorary Director of the Forest Foundation of Kendall County for His Service and Contributions to Commission for Approval**

Commissioner Gengler made a motion to forward a Resolution of Recognition and Acknowledgement of Phil Smithmeyer, Immediate Past Vice President and Honorary Director of the Forest Foundation of Kendall County for His Service and Contributions to Commission for approval. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

**d) MOTION: Approval to Forward a Proposal from IPMG/ICRMT for the Renewal of the District's Insurance and Workers' Compensation Policies to Commission for Approval**

Commissioner Flowers made a motion to forward a Proposal from IPMG/ICMRT for the Renewal of the District's Insurance and Workers' Compensation Policies to Commission for approval. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

**e) MOTION: Approval to Forward an Intergovernmental Agreement between Kendall County and Kendall County Forest Preserve District for the Exchange of Administrative and Financial Services to Commission for Approval.**

Commissioner Wormley made a motion to forward an Intergovernmental Agreement between Kendall County and Kendall County Forest Preserve District for the Exchange of Administrative and Financial Services to Commission for approval. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

**f) Proposed Farm License Agreement Recommendations**

Commissioner Koukol provided a summary of the recommendations forwarded from the Operations Committee.

Commissioner Bachmann left at 4:55 pm.

**X. Other Items of Business**

**a) Mary M. Subat Nature Center Project Updates**

**b) Proposed CY2025 Regular Meeting and Holiday Schedule**

Committee of the Whole provided direction to cancel the meetings that fell on holidays.

**c) Proposed FY25 Organizational Chart for the Kendall County Forest Preserve District**

**d) Notice of Commission Meeting Date Change**

**e) Notice of Public Hearing – KCFPD FY25 Truth in Taxation Public Hearing**

Committee of the Whole provided direction to forward items b, c, d, and e to Commission.

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

Finance Chair Wormley stated the next Finance Committee meeting will be October 24, and the Committee will look at finalizing the FY25 budget.

Operations Chair Koukol stated the Operations Committee discussed the Sunrise Center License Agreement, decided to move forward with bidding out a dump truck, and provided recommendation on the farm license agreement for FY25.

**XII. Public Comments**

No public in attendance offered comments.

**XIII. Executive Session**

None.

**XIV. Summary of Action Items**

Acting Executive Director White provided a summary of action items to be presented to Commission for approval.

**XV. Adjournment**

Commissioner Flowers made a motion to adjourn. Seconded by Commissioner Gengler. Aye, all. Opposed, none. Meeting adjourned at 5:36 pm.

Respectfully submitted,

Antoinette White

Acting Executive Director, Kendall County Forest Preserve District