

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

September 5, 2018

I. Call to Order

Committee Chair Flowers called the Operations Committee meeting to order at 6:07 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Hendrix, Purcell, Prochaska, Gilmour, and Flowers all were present. Commissioner Hendrix left the meeting at 7:30 pm.

III. Approval of Agenda

Commissioner Hendrix made a motion to approve the agenda as presented. Seconded by Commissioner Prochaska. All, aye. Opposed, none.

IV. Citizens to be Heard

No public comments were offered by those in attendance.

V. Review of Financial Statement Reports through August 31, 2018

Director Guritz presented the District's income statements through August 31, 2018. The Operations Committee discussed the financial statements.

Director Guritz reported to keep in mind the timing of farm lease revenue. There is YTD variance showing an increase in farm lease revenue.

The board discussed the reimbursements in grounds and natural resources. The board discussed the addition of incoming Natural Beginnings payments and school programs for the Fall, and the outcome of summer camps.

VI. Approval of Executive Session Minutes

- a. Motion to Approve and Retain the Confidentiality of Programming and Events Committee Executive Session Minutes of October 7, 2015 and June 1, 2016**

Commissioner Prochaska made a motion to approve and retain the confidentiality of Programming and Events Committee Executive Session Minutes of October 7, 2015 and June 1, 2016. Seconded by President Gilmour. Aye, all. Opposed, none.

b. Motion to Approve and Release the Programming and Events Committee Executive Session Minutes of January 4, 2017

Commissioner Hendrix made a motion to approve and release the Programming and Events Committee Executive Session Minutes of January 4, 2017. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

VII. Special Use Permit Requests

a. Kendall County Emergency Management Agency – Search and Rescue Drone Training – Hoover Forest Preserve, Saturday September 8, 2018

Director Guritz presented a request by the Kendall County Emergency Management Agency – Search and Rescue Drone Training. There are no concerns for this event. There is no fee being waived. The special use permit is including the use of the drone at Hoover.

Commissioner Purcell asked about a separate special use permit.

Director Guritz remarked this event was not covered under the school districts insurance.

The board remarked this can be discussed as an agenda item at a separate meeting.

Director Guritz reported a special event that has been updated with the Kendall County Horse Show Association. The District has been in contact to find out more about the trail scavenger hunt.

The board discussed the extent of this event and special use permits.

VIII. Sunrise Center North – 3-Year License Agreement Renewal

Director Guritz presented a report from Nicole Norton demonstrating the Ellis Center programs are benefiting from the shared space with Sunrise Center North.

Kris Mondrella reported the benefits for both Ellis Center and Sunrise Center.

Director Guritz remarked there are more areas of potential growth.

The board discussed the partnership with Sunrise Center North and improvements to the arena.

Director Guritz presented the amendments to the license agreement to the board as presented in the packet.

Commissioner Hendrix made a motion to forward the Sunrise Center North – 3-year license agreement renewal to Committee of the Whole. Aye, all. Opposed, none.

IX. Hoover Supervisor and Resident – Hoover Residence 2018-2019 Lease Agreement

Director Guritz presented the Hoover Supervisor and Resident – Hoover Residence 2018-2019 lease agreement.

Commissioner Purcell asked if the salary is tied to the agreement.

Director Guritz replied the resident salary is not stated in the lease agreement.

Commissioner Prochaska made a motion to forward the Hoover Supervisor and Resident – Hoover 2018-2019 Lease Agreement to Committee of the Whole. Seconded by President Gilmour. Aye, all. Opposed, none.

X. General Use Ordinance – Chapter VI, Section III(a) – Designated Area General Use Exceptions and Limitations for Public Use of Temporary Pop-Up Tents

Director Guritz presented a general use ordinance – Chapter VI, Section III(a) – designated area general use expectations and limitations for public use of temporary pop-up tents. The packet stated the added text as previously discussed with the board.

The board discussed the limitations and wordage of the added text fields.

Commissioner Hendrix left the meeting room at 7:30 pm.

Commissioner Prochaska made a motion to forward the General Use Ordinance– Chapter VI, Section III(a) – Designated Area General Use Exceptions and Limitations for Public Use of Temporary Pop-Up Tents. Seconded by President Gilmour. Aye, all. Opposed, none.

Commissioner Hendrix was not present for the vote.

XI. KCFPD Personnel Policies Manual Review

The board moved the KCFPD personnel policies manual review to the following operations meeting.

XII. Operations Progress Updates

a. OSLAD Grant Application Updates

Director Guritz presented updates on the OSLAD grant application.

b. Hoover Forest Preserve Lift Station Repairs

Director Guritz presented updates on the Hoover Forest Preserve lift station repairs.

c. Hoover Forest Preserve – Meadowhawk Lodge Parking Lot Lighting

Director Guritz presented updates on the Meadowhawk Lodge parking lot lighting, including a quote.

d. Hoover Railroad Crossing Agreement and Improvements Updates – ComEd and Illinois Railway Easement Requests

Director Guritz presented updates on the ComEd and Illinois Railway easement requests.

XIII. Executive Session

None.

XIV. Other Items of Business

President Gilmour remarked with some Commissioner will be absent from the Committee of the Whole meeting.

Commissioner Purcell asked about the policies of bike use on trails.

The board discussed the multiuse trails and the ecological impacts of various activities on trails.

Director Guritz gave an update on the removal of an invasive species in a preserve that is not open.

Director Guritz gave updates on a preserve owned with Minooka.

Commissioner Purcell left the meeting at 8:10 pm.

XV. Citizens to be Heard

No public comments were offered by those in attendance.

XVI. Adjournment

Commissioner Prochaska made a motion to adjourn. Seconded by President Gilmour. Aye, all. Meeting adjourned at 8:11 pm.

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District