I. Call to Order

President Wehrli called the meeting to order at 5:37 p.m. in the Kendall County Board Room.

II. Roll Call

Commissioners Cullick, Davidson, Flowers, Gilmour, Gryder, Prochaska, Purcell, Shaw, and Wehrli all were present.

III. Approval of Agenda

Commissioner Cullick made a motion to approve the agenda as presented. Seconded by Commissioner Prochaska. All, aye. Opposed, none. Motion passed unanimously.

IV. Citizens to be Heard

No public comments were offered.

V. Director’s Report

Director Guritz reported that September was a busy month. The District is transitioning into the new RecPro software reservation system. This will help with office efficiencies and accounting through review of program reservation reports. A policy review is needed for the bunkhouse cancellations. This is a popular program, with a high number of reservation cancellations that needs to be examined.

Native American school programs are underway and receiving positive reviews. With mowing slowing down, efforts are underway to clear trails for bicycle traffic.

Interviews are underway for the Equestrian Program Manager position, with interviews getting underway next week for the Grounds Supervisor and Resident for Hoover Forest Preserve.

Commissioner Davidson asked who should be contracted for volunteer support with trail clearing at Hoover Forest Preserve. Director Guritz stated that individuals interested should contact him to complete a volunteer application.

Commissioner Purcell inquired into the Grounds Supervisor and Resident position opening. Director Guritz stated that the closing date for the position was October 12, with review of the applications submitted underway in order to schedule interviews.
VI. Baker Woods Forest Preserve – Hay Field Farm Lease Agreement

The Committee of the Whole discussed the terms for renewal of the Baker Woods Hay Field Farm Lease Agreement. Director Guritz stated he discussed the provisions of the agreement with Commissioner Davidson, with a recommended change to increase cost per small bale within the buy-back provisions for surplus hay from $2.50 to $4.00.

Director Guritz reported that hay production and communications have been positive over this past year, with the recommendation that a contract be extended to Kyle Connell for hay production in the coming year.

Commissioner Davidson stated that the provisions of the agreement are fair. While the farmer is able to sell at a higher price, they also have to do the work to produce the hay.

The Committee of the Whole discussed the buyback provisions for hay produced in excess of District needs. The District retains the right to retain up to 50% of the total crop produced, with an option to sell the hay back to the farmer, or offer it for sale to the public.

Commissioner Purcell expressed concerns over how the contract is written, suggesting that the contract provisions be modified to clarify these provisions.

President Wehrli invited Kyle Connell to the podium to discuss the contract terms. Mr. Connell confirmed that the District determines whether there is a surplus of hay produced from the District’s portion, and decides what to do with the surplus. The hay is either sold to him per contract, or retained by the District for feed, or offered for sale to the public. Mr. Connell further stated that it is the District’s decision on whether or not to retain its full portion of the hay produced, sell it back to him under the contract terms, or sell it to the general public.

Direction was received to prepare the contract for Commission approval under the revised contract terms.

VII. City of Yorkville Intergovernmental Agreement – Hoover Road Right-of-Way Conveyance and ICC Petition Updates

Director Guritz reported that there appears to be a disagreement on the terms of the intergovernmental agreement. The State’s Attorney’s Office has consulted with the Illinois Department of Transportation, and the Kendall County Highway Department’s right-of-way consultants, and determined that the proper approach to conveying the right-of-way is stated correctly within the proposed agreement that has been submitted to Yorkville. Yorkville’s attorney has communicated that the city requires fee simple title of the Hoover
Road property, and does not appear to be supportive of moving the agreement forward without this concession.

Director Guritz stated that he is working to contact City Administrator Bart Olson to determine whether the proposed agreement will be presented to the City Council.

VIII. Ellis Lesson Horse Conveyance of Ownership Recommendation and Acquisition Needs

Director Guritz presented a draft bill of transfer conveying ownership of the Ellis Lesson Horse, “Princess” to Liz (O’Mara) Klockars. “Princess” is no longer well suited for the beginner lessons programs at Ellis, and Mrs. Klockars has expressed interest in adoption.

Commissioner Flowers stated that this was discussed at the Programming and Events Committee, with direction provided to secure two additional lesson horses to replace “Princess” in order to properly support the equestrian program.

The Committee of the Whole discussed the timing of the conveyance of ownership.

Commissioner Gilmour inquired into whether “Princess” is a good fit for Ellis equestrian programming. Director Guritz stated that ideally, “Princess” is adopted to Mrs. Klockars, with acquisition of two additional horses to bring the total number of lesson horses to five.

Commissioner Gryder made a motion to forward the conveyance of ownership and sale of the Ellis Lesson Horse “Princess” to the Commission meeting for approval. Seconded by Commissioner Davidson.

President Wherli invited Liz Klockars to the podium. Mrs. Klockars stated that “Princess” is not unsafe, but requires more advanced riders. Mrs. Klockars also stated that she was flexible on the timing for taking ownership.

Commissioner Davidson expressed that if “Princess” is no longer a good fit for the program, than transfer of ownership should be expedited.

Roll call: Commissioners Cullick, Davidson, Gilmour, Gryder, Purcell, and Shaw, aye. Opposed, Commissioners Flowers and Wehrli. Motion carried by a vote of six to two.

IX. FY 15-16 Operating and Capital Fund Budget Presentation

Commissioner Purcell left the meeting at 6:30 pm.

Director Guritz reported that the operating budget is balanced as presented, but will require reductions in staffing levels for Ellis House and Equestrian Center. Director Guritz
stated that he has been working to speak with Ellis staff members impacted by the changes to discuss the reductions.

The Committee of the Whole discussed the proposed contingency transfer of interest earnings, and offsetting expense contingency.

Director Guritz stated that the proposed budget does not include staff salary increases for the year, which should be discussed by the board.

Director Guritz reported that Latreese Caldwell reported that the budget is positive and sound at the last Finance Committee meeting. The Finance Committee moved to forward the preliminary budget to Commission for approval for posting the budget for public review.

President Wehrli expressed concerns over the budget impacts, stating that in past years, the Board of Commissioners allowed for the coding of staff salaries to the capital fund to cover costs incurred for completing capital projects. The proposed budget does not code staff costs for completing capital projects, which should be considered for the upcoming year.

Director Guritz stated that the accomplishments with reducing District operating costs should be commended, which has taken a significant amount of work, and difficult decisions to achieve.

Commissioner Gryder stated that he voted against the motion to forward the budget for approval for public review at the Finance Committee because of the proposed $50,000 transfer of interest earnings and offsetting contingency.

President Wehrli stated that this will be on the agenda and discussed by the full Commission at next Tuesday’s meeting.

Committee of the Whole reached consensus to include approval of the preliminary budget for public review at the upcoming Commission meeting.

X. **After Hours Towing Agreement**

The Committee of the Whole discussed the proposed after hours towing agreement. Consensus was to complete due diligence to research the towing firm’s complaint records.

Commissioner Davidson stated that the cost for towing charges need to be examined as well.

The Committee of the Whole discussed after hours towing policy of the District. Currently, the towing company is called to remove vehicles when District staff close the gates after sunset.
XI. Meadowhawk Lodge Damages – Insurance Adjustor’s Estimates

Director Guritz presented a report from the insurance adjustor for the costs for repair of the damaged portico at Meadowhawk Lodge. The estimate is just under $13,000 for completion of the repairs which includes replacement of the structural I Beam.

XII. Schessler Fen Baseline Documentation Report, Restatement of Conservation Right and Servitude, Access Easement, and Natural Areas Management Plan

Director Guritz distributed the baseline documentation report, restatement of conservation right and servitude, access easement, and natural areas management plan for Committee of the Whole review.

The Conservation Foundation is requesting District approval of changes to the boundaries of the conservation easement to match the property lines, and provide an access easement to allow District vehicles and personnel to enter the property in order to conduct ongoing monitoring and management of the conservation easement area.

The property, which contains a single family home, was recently donated to The Conservation Foundation by the estate of Harold Schessler. Prior to his passing, Mr. Schessler had donated a portion of his property, which contains a high quality fen area, to the District. The changes will allow the District the opportunity to continue to conduct habitat management and restoration activities.

The documents have been forwarded to Attorney Coffey for review. An ordinance will be created to approve the proposed changes and presented to Commission for approval.

XIII. Executive Session

Commissioner Gryder made a motion to enter into executive session under 2(c)1 and 2(c)5 of the Open Meetings Act for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity; and to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. Seconded by Commissioner Cullick.

Roll Call: Commissioners Cullick, Davidson, Flowers, Gilmour, Gryder, Shaw and Wehrli, aye. Opposed, none. Executive Session called to order at 6:45 pm.
Commissioner Davidson made a motion to adjourn from executive session. Seconded by Commissioner Cullick. All, aye. Regular meeting reconvened at 7:14 pm.

**XIV. Other Items of Business**

Commissioner Davidson expressed interest in discussing inclusion of District land holdings including Subat Forest Preserve within the boundaries of the Rob Roy Creek Drainage District.

Commissioner Gryder inquired into a complaint received regarding the District’s decision to demolish an Eagle Scout project completed on District property. Director Guritz stated that the completed Eagle Scout project constituted installation of a mat covering on one of the wigwam structures at the Neshnabe’k Native American village site. Removal of the installed mat had been considered as part of the restoration project, but the reed mats purchased did not provide enough material to replace the mat installed by the Eagle Scout.

**XV. Citizens to be Heard**

None.

**XVI. Adjournment**

Commissioner Davidson made a motion to adjourn. Seconded by Commissioner Flowers. Aye, all. Opposed, none. Meeting adjourned at 7:25 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District