

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

**MARCH 05, 2025**

**I. Call to Order**

Committee Chair Koukol called the meeting to order at 6:00 pm in the Kendall County Historic Court House – 2<sup>ND</sup> Floor Courtroom.

**II. Roll Call**

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

Commissioners Flowers, Koukol, and Rodriguez were all present.

**III. Approval of Agenda**

Commissioner Flowers made a motion to approve the meeting agenda as presented. Seconded by Commissioner Rodriguez. 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 28, 2025**

Acting Executive Director White presented an overview of the financial statements and cost center reports through February 28, 2025.

**VI. APPROVAL OF SPECIAL USE PERMITS**

**A. University of Illinois Cooperative Extension – Harris Forest Preserve Arena and Shelter 7 4H Horse Clinic on June 21, 2025 and Gaming Show on July 19, 2025 (July 20 Rain Date) including Waiving of Fees and Changes**

Commissioner Koukol made a motion to approve the Special Use Permit for University of Illinois Cooperative Extension – Harris Forest Preserve Arena and Shelter 7 4H Horse Clinic on June 21, 2025 and Gaming Show on July 19, 2025 (July 20 Rain Date) including Waiving of Fees and Changes. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

**B. Kendall County EMA Multi-Agency Search and Rescue Training at Harris Forest Preserve - Shelters 1 and 4 on April 12, 2025 including Waiving of Fees and Charges**

Commissioner Koukol made a motion to approve the special use permit of the Kendall County EMA Multi-Agency Search and Rescue Training at Harris Forest Preserve - Shelters 1 and 4 on April 12, 2025 including Waiving of Fees and Charges. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

**VII. Grounds and Natural Resources Reports**

**A. Hoover-Fox River Bluffs RTP Trail Project Updates**

No updates.

**B. Yorkville Athletic Association (Yorkville Fury) License Agreement Renewal Updates**

The District is waiting to hear back from Yorkville Fury to confirm their schedule and acceptance of proposed license fee for 2025.

**C. IEPA Inspection Report – Influent Flow and Testing Requirements**

The District provided updates on the IEPA inspection, including influent monthly testing requirements that will add additional operational costs to the District. The District is examining options for assignment of a new Wastewater Operator.

**D. Kaeser Compressor Updated Repair Schedule**

Kaeser has been waiting on parts to come in. Repairs are scheduled for March 20.

**E. General Use Ordinance Chapter V Section III.a and V.e – Vehicle Access and Parking Violation**

Acting Director White reported working with the Kendall County Sheriff's Office to have a vehicle removed from the Subat wetland.

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

**A. Education Programming Updates – Summer Camp Participation Distribution**

Stefanie Wiencke, Environmental Education and Public Outreach Division Manager, provided a report on summer camp registration throughout the county and out of the county.

**B. Mary M. Subat Nature Center – Interpretive Exhibits Concept Plan and Schedule Updates**

Stefanie Wiencke, Environmental Education and Public Outreach Division Manager, and David Guritz, Executive Advisor, provided an overview of the exhibit concept plans for the Subat Nature Center.

**C. Ellis Equestrian Center Operation Updates**

Stefanie Wiencke, Environmental Education and Public Outreach Division Manager, provided an update that the District is ready to post the Equestrian Program Coordinator position internally, anticipating that one or more staff members may be interested in applying for the position.

**IX. Other Items of Business**

**A. Review of Recommended Policy Changes – Kendall County Forest Preserve  
District Employee Handbook – Section 8.1 B – Accrual of Personal Leave**

Commissioner Koukol made a motion to forward the policy changes for the Kendall County Forest Preserve District Employee Handbook to Commission for approval. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

**X. Chairman's Report**

Operations Chair Koukol reported the District should consider marketing venues in local Chambers of Commerce publications and other magazines.

**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 Rodriguez. Aye, all. Opposed, none. Meeting adjourned at 6:52 pm.

Respectfully submitted,

Antoinette White

Acting Executive Director, Kendall County Forest Preserve District