

Vendor#	Name	Invoice #	Description	Date	Budget #	Account Description	Dist Amount
FOREST PRESERVE EXPENDITURE							
295 091310	IL STATE POLICE	01/31/2018	BACKGROUND REPORTS	02/20/18	27020006200	OFFICE SUPPLIES & POSTAGE	10.00
296 111513	KONICA MINOLTA	31389728	KONICA LEASE 1/2018	02/20/18	27020006200	OFFICE SUPPLIES & POSTAGE	203.01
297 111514	KONICA MINOLTA BUSINESS SOLUTI	9004217560	KONICA CLICKS 12/13-	02/20/18	27020006200	OFFICE SUPPLIES & POSTAGE	132.25
							345.26*
298 151930	OSWEGO CHAMBER OF COMMERCE	16305	OSWEGO CHAMBER-MEMBE	02/20/18	27020006203	DUES/MEMBERSHIPS	275.00
							275.00*
299 011359	AMEREN IP	3/19/18	MILLBROOK SOUTH	02/20/18	27020006351	ELECTRIC	34.91
300 031510	COMMONWEALTH EDISON	1/18/18:BW	BAKER WOODS	02/20/18	27020006351	ELECTRIC	25.30
301 031510	COMMONWEALTH EDISON	1/25/18:JAY	JAY WOODS	02/20/18	27020006351	ELECTRIC	35.49
302 031510	COMMONWEALTH EDISON	1/26/18:PINKRL	PICKERILL	02/20/18	27020006351	ELECTRIC	1,375.12
303 031510	COMMONWEALTH EDISON	01/29/18:RY	RICHARD YOUNG	02/20/18	27020006351	ELECTRIC	35.49
304 031510	COMMONWEALTH EDISON	1/30/18:HA	HARRIS	02/20/18	27020006351	ELECTRIC	90.32
305 031510	COMMONWEALTH EDISON	1/31/18:ARENA	HARRIS ARENA	02/20/18	27020006351	ELECTRIC	33.52
							1,630.15*
306 060304	FIRST NATIONAL BANK OMAHA	2/2/18:DG	PROGRAM/ELLIS ADS	02/20/18	27020006843	PROMOTION/PUBLICITY	302.95
							302.95*
Total FOREST PRESERVE EXPENDITURE							2,553.36*
ELLIS HOUSE							
307 031510	COMMONWEALTH EDISON	1/18/18:ELLIS	ELLIS HOUSE	02/20/18	27021007076	UTILITIES - ELLIS HOUSE	629.38
308 060304	FIRST NATIONAL BANK OMAHA	2/2/18:DG	AT&T-ELLIS	02/20/18	27021007076	UTILITIES - ELLIS HOUSE	103.91
							733.29*
309 060304	FIRST NATIONAL BANK OMAHA	2/2/18:MV	EL-STAMPS	02/20/18	27021007077	OFFICE SUPPLIES & POSTAGE	20.00
310 141630	NICOLE NORTON	01/26/18:NN	EL OFFICE SUPPLIES	02/20/18	27021007077	OFFICE SUPPLIES & POSTAGE	33.99
							53.99*
311 020172	BARRETT'S ECOWATER	376123	ELLIS-FEB 2018 WATER	02/20/18	27021007080	GROUND & MAINT - ELLIS H	25.00
312 060304	FIRST NATIONAL BANK OMAHA	2/2/18:MV	EL- SUPPLIES	02/20/18	27021007080	GROUND & MAINT - ELLIS H	19.85
313 060304	FIRST NATIONAL BANK OMAHA	2/2/18:MV	ELLIS-SALT	02/20/18	27021007080	GROUND & MAINT - ELLIS H	12.97

Vendor#	Name	Invoice #	Description	Date	Budget #	Account Description	Dist Amount
314 120513	LEE LEGLER CONSTRUCTION & ELEC	201902	ELLIS-GENERATOR	02/20/18	27021007080	GROUND & MAINT - ELLIS H	529.09
315 130506	MENARDS	4352	ELLIS SUPPLIES	02/20/18	27021007080	GROUND & MAINT - ELLIS H	16.75
316 130506	MENARDS	5005	ELLIS SUPPLIES	02/20/18	27021007080	GROUND & MAINT - ELLIS H	90.29
							693.95*
						Total ELLIS HOUSE	1,481.23*
317 192039	STEVEN'S SILK SCREENING & EMER	13408	ELLIS-TSHIRTS	02/20/18	27021117081	PROMO/PUBLICITY - ELLIS R	435.00
							435.00*
318 060304	FIRST NATIONAL BANK OMAHA	2/2/18:MV	EL-UNIFORMS	02/20/18	27021117086	UNIFORMS - ELLIS RIDING L	189.00
							** bantrim
						Total ELLIS RIDING LESSONS	624.00*
319 060304	FIRST NATIONAL BANK OMAHA	2/2/18:DG	ELLIS-SHAVINGS	02/20/18	27021147082	ANIMAL CARE/SUPPLIES - SU	344.76
							** bantrim
						Total SUNRISE CENTER	344.76*
320 060304	FIRST NATIONAL BANK OMAHA	2/2/18:DG	EL-REFUSE P/U	02/20/18	27021207078	REFUSE PICKUP - ELLIS	102.08
							** bantrim
						Total ELLIS WEDDINGS	344.76*
321 061826	FREE PRESS NEWSPAPERS	005484	BRIDAL EXPO	02/20/18	27021207081	PROMO/PUBLICITY - ELLIS W	216.00
322 190816	SHAW MEDIA	11810085118	WEDDING ADS	02/20/18	27021207081	PROMO/PUBLICITY - ELLIS W	559.99
							775.99*
323 200885	TOP NOTCH RENTAL SERVICES	Q1801	ELLIS-WEDDING TENT	02/20/18	27021207089	EVENT TENT LEASE - ELLIS	15,255.00
							** bantrim
						Total ELLIS WEDDINGS	16,133.07*
324 140937	NICOR	01/11/18:SHOP	HOOVER SHOP	02/20/18	27022006860	HOOVER - GAS	41.96
325 140937	NICOR	1/11/18:MOON	MOONSEED	02/20/18	27022006860	HOOVER - GAS	31.83
326 140937	NICOR	1/11/18:HOUSE	HOOVER HOUSE	02/20/18	27022006860	HOOVER - GAS	84.90
327 140937	NICOR	1/11/18:MAINT	HOOVER MAINT BLDG	02/20/18	27022006860	HOOVER - GAS	116.77
328 140937	NICOR	1/11/18:ROOK	HOOVER ROOKERY	02/20/18	27022006860	HOOVER - GAS	153.50
329 140937	NICOR	1/11/18:BLAZING	BLAZING STAR	02/20/18	27022006860	HOOVER - GAS	91.88
330 140937	NICOR	1/11/18:KING	KINGFISHER	02/20/18	27022006860	HOOVER - GAS	142.61
331 140937	NICOR	1/11/18:ML	MEADOWHAWK	02/20/18	27022006860	HOOVER - GAS	45.19
							708.64*
332 060304	FIRST NATIONAL BANK OMAHA	2/2/18:DG	HVR-REFUSE P/U	02/20/18	27022006862	HOOVER - OTHER UTILITIES	98.08
							** bantrim
							98.08*

Vendor#	Name	Invoice #	Description	Date	Budget #	Account Description	Dist Amount
333 130506	MENARDS	3952	HOOVER SHOP	02/20/18	27022006863	HOOVER - SHOP SUPPLIES	81.71 81.71*
334 060304	FIRST NATIONAL BANK OMAHA	02/02/18:KO	HOOVER-RECYCLE CONTAI	02/20/18	27022006864	HOOVER - BUILDING MAINTEN	131.92
335 101297	JOHN DEERE FINANCIAL	01/27/18:JD	HOOVER-WIRE CONNECTO	02/20/18	27022006864	HOOVER - BUILDING MAINTEN	6.98
336 130506	MENARDS	3952	HOOVER BLD SUPPLIES	02/20/18	27022006864	HOOVER - BUILDING MAINTEN	375.05
337 180925	RIEMENSCHNEIDER ELECTRIC	12022	BATHHOUSE REPAIRS	02/20/18	27022006864	HOOVER - BUILDING MAINTEN	875.62
338 220109	VALLEY CHIMNEY SWEEP & RESTORA	01/24/18	HOOVER-CHIMNEY SWEEP	02/20/18	27022006864	HOOVER - BUILDING MAINTEN	636.00
339 101297	JOHN DEERE FINANCIAL	01/27/18:JD	HOOVER-MISC SUPPLIES	02/20/18	27022006865	HOOVER - GROUNDS MAINTENA	2,025.57*
340 130506	MENARDS	3952	HOOVER GROUNDS	02/20/18	27022006865	HOOVER - GROUNDS MAINTENA	225.44 12.50 237.94*
341 021611	SARAH BRAGG	17-00311	BUNKHOUSE SEC DEP RE	02/20/18	27022007088	HOOVER SECURITY DEPOSIT R	100.00
342 267924	JEFF WADE	17-00234	BUNKHOUSE SEC DEP RT	02/20/18	27022007088	HOOVER SECURITY DEPOSIT R	200.00
343 267925	CURTIS ANDREWS	18-00003	ML SEC DEP RTN	02/20/18	27022007088	HOOVER SECURITY DEPOSIT R	106.25
344 267926	TIM HICKEY	17-00270	BUNKHOUSE SEC DEP RT	02/20/18	27022007088	HOOVER SECURITY DEPOSIT R	100.00
345 267927	ELIZABETH HOUSMAN	17-00202	ML SEC DEP RTN	02/20/18	27022007088	HOOVER SECURITY DEPOSIT R	127.50
346 267929	DEREK POSS	17-00257	REFUND-FIREWOOD	02/20/18	27022007088	HOOVER SECURITY DEPOSIT R	25.00 658.75*
Total HOOVER							3,810.69*
347 060304	FIRST NATIONAL BANK OMAHA	2/2/18:ED	SCHOOL PROGRAMS	02/20/18	27023016849	ENV EDUC - SCHOOL PROG EX	17.38 17.38*
Total ENV ED SCHOOL							17.38*
348 060304	FIRST NATIONAL BANK OMAHA	2/2/18:ED	CAMP PHOTOS	02/20/18	27023026849	ENV EDUC - CAMPS EXPENSE	4.55 4.55*
Total ENV ED CAMPS							4.55*
349 060304	FIRST NATIONAL BANK OMAHA	02/02/18:MG	NAT'L BEG SUPPLIES	02/20/18	27023036849	ENV EDUC - NATURAL BEGINN	68.62
350 130506	MENARDS	4715	NB SUPPLIES	02/20/18	27023036849	ENV EDUC - NATURAL BEGINN	44.63 113.25*
Total ENV ED NATURAL BEGINNINGS							113.25*
351 060304	FIRST NATIONAL BANK OMAHA	2/2/18:ED	PET SUPPLIES	02/20/18	27023046849	ENV EDUC - OTHER PUBLIC P	94.96
352 060304	FIRST NATIONAL BANK OMAHA	2/2/18:ED	PROGRAM SUPPLIES	02/20/18	27023046849	ENV EDUC - OTHER PUBLIC P	77.92 172.88*

Vendor#	Name	Invoice #	Description	Date	Budget #	Account Description	Dist Amount
Grounds & Natural Resources							
353 220626	VERIZON (FOREST PRESERVE)	9800150946	CELL PHONES	02/20/18	27025006207	TELEPHONE - GROUNDS & NAT	993.98 *** 993.98*
354 012290	AUTOMOTIVE SPECIALTIES INC	22711	'14 FORD OIL FILTER,	02/20/18	27025006216	EQUIP - GROUNDS & NATURAL	64.91
355 040538	DEKANE EQUIPMENT CORP	RA39269	KUBOTA REPAIR	02/20/18	27025006216	EQUIP - GROUNDS & NATURAL	688.06
356 061021	FLAISO'S TIRE SHOP	6968	HOOVER TRUCK REPAIR	02/20/18	27025006216	EQUIP - GROUNDS & NATURAL	380.00
357 101297	JOHN DEERE FINANCIAL	01/27/18:JD	SAW REPAIR,MISC	02/20/18	27025006216	EQUIP - GROUNDS & NATURAL	177.45 1,310.42*
358 071807	GRAINCO F.S. INC	1348116	FUEL	02/20/18	27025006217	FUEL - GAS & OIL	1,200.24 ***
359 110531	KENDALL CO HIGHWAY DEPT	JAN 2018	GAS/DIESEL:JAN 2018	02/20/18	27025006217	FUEL - GAS & OIL	681.54 1,881.78*
360 150529	OFFWORLD DESIGNS	18011237	ENVED-UNIFORMS	02/20/18	27025006240	UNIFORMS	88.00 88.00*
361 060304	FIRST NATIONAL BANK OMAHA	2/2/18:DG	HARRIS-REFUSE P/U	02/20/18	27025006847	REFUSE PICKUP - GROUNDS &	140.36 140.36*
362 071807	GRAINCO F.S. INC	78009645	GLYPHOSATE	02/20/18	27025007089	SUPPLIES - SHOP	85.95
363 071807	GRAINCO F.S. INC	1348116	SHOP SUPPLIES	02/20/18	27025007089	SUPPLIES - SHOP	85.95 ***
364 101297	JOHN DEERE FINANCIAL	01/27/18:JD	SPACE HEATER/PROTECT	02/20/18	27025007089	SUPPLIES - SHOP	44.97
365 141587	NORTHERN SAFETY CO, INC	6201230	HERBICIDE/CLEANING S	02/20/18	27025007089	SUPPLIES - SHOP	172.38 ***
366 211430	UNIQUE PRODUCTS & SERVICE	339816	SHOP SUPPLIES	02/20/18	27025007089	SUPPLIES - SHOP	420.48 809.73*
Total GROUNDS & NATURAL RESOURCES							5,224.27*

Total ENV ED OTHER PUBLIC PROGRAMS

172.88*

COURTHOUSE RENOVATIONS

416 267928	JAMES MARTER	17-00149	COURTHOUSE SEC DEP R	02/20/18	85020006650	EXPENDITURES	100.00	bantrim
							100.00*	
						Total COURTHOUSE RENOVATIONS	100.00*	

Vendor #	Name
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Invoice #

Description

Date _____

Budget #

Account Description

Dist Amount

FP BOND PROCEEDS 2007

440 110530 KENDALL PLUMBING & HEATING
441 230168 WATER PRODUCTS-AURORA

KENDALL PLUMBING & HEATING
WATER PRODUCTS-AURORA

17026490
0275901

HARRIS-BOILER
HARRIS FOREST PRESER

02/20/18
02/20/18

95020006850
95020006850

PROJECT	FUND	EXPENSES
PROJECT	FUND	EXPENSES

PROJECT	FUND	EXPENSES
PROJECT	FUND	EXPENSES

5,060.00

578.00 ***

5,638.00*

Total FP Bond Proceeds 2007

5,638.00*

GRAND TOTAL

\$36,217.44

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMISSION MEETING MINUTES**

FEBRUARY 6, 2018

I. Call to Order

President Gilmour called the meeting to order at 6:00 pm in the Kendall County Board Room.

II. Pledge of Allegiance

All present recited the Pledge of Allegiance.

III. Invocation

Commissioner Prochaska offered an invocation for the meeting.

IV. Roll Call

X Cullick	X Gryder
X Davidson	X Hendrix
Flowers	X Kellogg
X Gilmour	X Prochaska
X Giles	X Purcell

Commissioners Cullick, Davidson, Giles, Gryder, Hendrix, Kellogg, Prochaska, Purcell, and Gilmour all were present.

V. Approval of Agenda

Commissioner Cullick made a motion to approve the Commission meeting agenda as presented. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

VI. Citizens to Be Heard

Jim Birch of Yorkville, Illinois expressed concerns over the parking lot lights at Hoover Forest Preserve. Mr. Birch expressed interest in a parking lot at Millbrook North Forest Preserve.

Todd Milliron of Yorkville, Illinois suggested that the District consider leasing the Ken Pickerill home for revenue generation.

VII. Approval of Claims in an Amount Not-to-Exceed \$9,511.76

Commissioner Cullick made a motion to approve claims in an amount not-to-exceed \$9,511.76. Seconded by Commissioner Kellogg.

Motion: Commissioner Cullick
Second: Commissioner Gryder

Roll call

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

VIII. Approval of Minutes

- **Kendall County Forest Preserve District Commission Meeting Minutes of January 16, 2018 and December 19, 2017**
- **Kendall County Forest Preserve District Finance Committee Meeting Minutes of January 25, 2018**

Commissioner Cullick made a motion to approve the Commission meeting minutes of January 16, 2018, and the Finance Committee meeting minutes for January 25, 2018. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

IX. Finance Committee Report

Commissioner Cullick reported that the Finance Committee reviewed the Top Notch Rental Services proposal for the event tent at Ellis House and Equestrian Center, with a recommendation for approval.

The Finance Committee reviewed the purchase agreement for "Kash," a new lesson horse for the Ellis Equestrian Center, with a recommendation for approval.

The Finance Committee reviewed the amended proposal from Riemenschneider Electric, including repair of an outdoor fixture, and additional LED fixture replacement, with a recommendation for approval.

The Finance Committee reviewed the proposed conveyance of the District's 1970 trailer and performance stage to the United City of Yorkville, which was forwarded to the Committee of the Whole.

The Finance Committee also reviewed the Upland Design cost estimates for the proposed public access improvements for Fox River Bluffs, and amended IDNR-FHA Regional Trails Program resolution.

OLD BUSINESS

X. Motion: Approval of a Proposal from Riemenschneider Electric, Inc. of Yorkville for Electrical System Improvements at Pickerill-Pigott Forest Preserve for an Amount Not-to-Exceed \$2,367.00

Commissioner Cullick made a motion to approve the proposal from Riemenschneider Electric, Inc. for electrical system improvements at Pickerill-Pigott Forest Preserve for an amount not-to-exceed \$2,367.00. Seconded by Commissioner Kellogg.

Director Guritz reported that the amended proposal includes repair of an outdoor pole-mounted security light, and upgrade for one additional LED closet fixture.

Director Guritz reported on the progress with development of a master plan for Pickerill-Pigott Forest Preserve.

Commissioner Purcell asked whether the proposal, which was originally voted down, will continue to be tweaked and brought forward until it receives six votes.

Director Guritz stated that following the meeting, the additional items were discussed with the President and added to the proposal, with a decision to bring the item back for consideration. Director Guritz stated that if the proposal is voted down a second time, it will not be brought back for additional consideration.

Commissioner Gryder asked under what circumstances that an item that was voted down can be brought back for consideration. President Gilmour responded that the proposal is different, with additional items added that were not considered with the initial proposal.

Commissioner Davidson stated that liability of District staff either working or residing in the Pickerill house is a concern. Commissioner Davidson expressed a concern on how the item was modified and brought back before Commission for consideration.

Commissioner Gryder asked what specific safety issues are to be addressed with the proposal. Director Guritz stated that beyond converting over to GFI outlets per code requirements, the proposal will fix double-tapped circuit breakers which could pose a fire hazard, and replacement of an outdoor fixture that is no longer functioning that should be replaced or taken down to address site safety.

Commissioner Purcell asked how many houses the District owns. Director Guritz responded that the Hoover Residence is the only District structure operated as a home, with Ellis House operating as a multi-use facility. Commissioner Purcell asked if there were additional proposals that would be forthcoming to address issues with the Pickerill house. Director Guritz stated that the radon mitigation and electrical work address the life-safety concerns, with no additional work anticipated before considering a lease agreement for the grounds maintenance worker.

Commissioner Gryder asked if there would be additional long term maintenance needs for the Pickerill house. Director Guritz stated that there would be additional maintenance costs to address aging infrastructure detailed in the Discovery Inspection report. Director Guritz also stated that additional work will need to be performed to provide public access to the house if Commission decides to move forward with adaptive reuse of the structure.

Commissioner Kellogg stated that he had toured the building, reporting that the house is in really good shape, and well-built, with the exterior wood paneling the only other near-term issue to that needs to be addressed. Commissioner Kellogg stated that addressing the life-safety concerns will provide the opportunity for District staff in residence to address other issues at a significant cost savings.

Commissioner Hendrix stated that addressing the life-safety concerns with the electrical system, regardless of end use, needs to be performed, short of demolishing the building. If a District staff member is going to reside in the house, or the public invited to tour the facility, it needs to be safe.

Commissioner Hendrix made a motion to call the question. Seconded by Commissioner Kellogg. President Gilmour called a roll call vote.

Motion: Commissioner Hendrix					
Second: Commissioner Kellogg					
Roll call: Motion to call the Question					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick		X	Gryder
	X	Davidson	X		Hendrix
		Flowers	X		Kellogg
	X	Giles	X		Prochaska
X		Gilmour		X	Purcell
Motion failed by a vote of 5:4.					

Commissioner Purcell asked whether additional staff will need to be hired to address Pickerill house improvements. Director Guritz stated that the goal is to have the staff member in residence maintain the grounds, and interior improvements as time is afforded within the lease agreement.

Commissioner Purcell expressed concerns over the District's capital funding available to address this, and other District pending capital projects, and questioned whether the District's budget will be able to cover the additional costs for maintaining and staffing the preserves.

President Gilmour stated that the Pickerill house was gifted to the District, and the work ahead is to be good stewards and taking care of what we have.

Commissioner Davidson stated that this is not unlike Ellis House, with the District expending funds that it doesn't have.

Commissioner Gryder expressed concerns with balancing the District's expense and addressing the needs to open acquired preserves to the public.

Director Guritz thanked Commission for their careful deliberation, noting that the goal is to establish a presence, and maintain the Pickerill house and grounds in order to provide time to establish the preserve master plan. This will include assessing community needs and interests, and determining whether there is an opportunity to operate the facility under a shared-cost cooperative model.

President Gilmour requested a roll call on the initial motion.

Motion: Commissioner Hendrix					
Second: Commissioner Kellogg					
Roll call: Approval of the Proposal					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick		X	Gryder
	X	Davidson	X		Hendrix
		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour		X	Purcell
Motion carried by a vote of 6:3.					

NEW BUSINESS

XI. RESOLUTION #18-02-001 A Resolution Authorizing Participation in the 2018 IDNR-FHA Regional Trails Program for the Construction of a 1.05 Mile Multi-Purpose Trail Loop and Spur at Fox River Bluffs Forest Preserve

Commissioner Hendrix made a motion to approve Ordinance #18-02-001 authorizing participation in the 2018 IDNR-FHA Regional Trails Program for the construction of a 1.05-mile multi-purpose trail loop and spur at Fox River Bluffs Forest Preserve. Seconded by Commissioner Prochaska.

Director Guritz reported on the cost estimates presented from Upland Design, noting that the total project costs will exceed the RTP grant matching requirements for a \$200,000 grant request.

Director Guritz stated that Fox River Bluffs was acquired with LWCF-OSLAD and Illinois Clean Energy Community Foundation grant funding, requiring cropland conversion and public access projects to commence within the first three years of ownership.

Director Guritz stated that of all District preserves, Fox River Bluffs Forest Preserve is the only forest preserve area where sufficient access from a public road is present to take advantage of this year's RTP grant cycle. The grant requires a 20% match, or \$50,000 for a maximum \$200,000 grant, plus the calculated \$300 application fee.

Commissioner Davidson asked that these details be included in the motion to approve the resolution and grant application.

Director Guritz suggested tabling consideration until the February 20 Commission meeting, understanding that the grant application is due on March 1, and this will be the last opportunity to consider participation in the program's 2018 grant cycle.

Project award would be anticipated in late spring-early summer 2019, which falls in line with completion of the trail improvements and parking area in fall 2019.

Commissioner Purcell asked whether the \$50,000 match was specifically itemized in the FY18 capital budget, or whether this amount was included as a lump-sum amount.

Director Guritz stated he did not recall the specific figure included for Fox River Bluffs in the FY 18 budget, but would forward the information requested following the meeting. Director Guritz stated that there are sufficient appropriations in the FY 18 capital fund budget to allow Commission to consider the opportunity.

Commissioner Prochaska made a motion to table the resolution pending further discussion at the February Committee of the Whole meeting. Seconded by Commissioner Hendrix.

Motion: Commissioner Prochaska					
Second: Commissioner Hendrix					
Roll call: Table of Resolution #18-02-001					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion unanimously approved.					

XII. Motion: Approval of the Purchase of the Lesson Horse "Kash" for Ellis Equestrian Center from Angie Gingerich of Tremont, Illinois in the Amount of \$750.00, Payable at the Conclusion of a 30-day Trial Period

Commissioner Purcell made a motion to approve the purchase of the lesson horse "Kash" for Ellis Equestrian Center from Angie Gingerich of Tremont, Illinois in the amount of \$750.00, payable at the conclusion of a 30-day trial period. Seconded by Commissioner Hendrix. Seconded by Commissioner Gryder.

Motion: Commissioner Hendrix
Second: Commissioner Gryder

Roll call

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick		X	Gryder
X		Davidson	X		Hendrix
		Flowers	X		Kellogg
	X	Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion carried by a vote of 7:2.

XIII. Motion: Approval of a Proposal from Top Notch Rental Services, LLC of Naperville in the Amount of \$15,255 for the Lease of an Event Tent and Accessories from March 1, 2018 to November 15, 2018 for the Ellis House and Equestrian Center

Commissioner Hendrix made a motion to approve the proposal from Top Notch Rental Services, LLC of Naperville in the amount of \$15,255 for the lease of an event tent and accessories from March 1, 2018 to November 15, 2018 for the Ellis House and Equestrian Center. Seconded by Commissioner Prochaska.

Commissioner Prochaska asked how many wedding events are currently under contract for 2018. Director Guritz reported that nine events are booked, with the FY18 budget scheduled for 5 events, with marketing for the Ellis Bridal Expo is underway.

Commissioner Purcell asked what the contract amount was for the prior year's rental. Director Guritz reported that the price is unchanged from the prior year.

Motion: Commissioner Hendrix
Second: Commissioner Gryder

Roll call

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

XIV. Executive Session

None.

XV. Other Items of Business

- FHA-IDNR Public Hearing – Fox River Bluffs Forest Preserve Access and Trail Plan, Thursday, February 15, 2018 from 5:30 pm to 7:00 pm

Director Guritz reported on the upcoming public hearing required as part of the District's FHA-IDNR grant application.

- IDNR – Notice of Conservation Plan Public Comment Period through April 1, 2018 – Millbrook Bridge Removal Incidental Take Permit

Director Guritz reported that the public comment period for the Conservation Plan for the Millbrook Bridge removal incidental take permit is open through April 1, 2018. The pending Little Rock Creek acquisition will serve to mitigate potential impacts to State-listed species.

Commission discussed the engineering report which led to the closure of public access to the bridge in 2015.

Commission discussed the history of the structure, including the District's assumption of ownership from Fox Township.

Director Guritz reported that public outreach is pending to satisfy the Section 106 permit review requirements.

Commissioner Gryder asked about the FHA-IDOT letter expressing concerns that the Millbrook Bridge had not been removed as part of the construction of the new Fox River vehicular crossing. Director Guritz stated that this was the case, citing concerns over future bridge impacts from structural collapse, and hydrological impacts to stream flow.

Commissioner Gryder asked whether there was an actual deed recorded as part of the District's intergovernmental agreement, asking that Director Guritz forward the relevant information to the Board of Commissioners.

XVI. Citizens to Be Heard

Todd Milliron of Yorkville, Illinois offered comments on the District's outreach to the Village of Millbrook, suggesting that Kendall County could revisit and leverage Village of Millbrook support. Todd Milliron suggested that the Pickerill house could be used to address other community needs and generate revenue for the District.

XVII. Adjournment

Commissioner Kellogg made a motion to adjourn. Seconded by Commissioner Prochaska. Aye, all. Opposed, none. Meeting adjourned at 7:12 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District

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

FEBRUARY 7, 2018

I. Call to Order

Committee Chair Flowers called the Operations Committee meeting to order at 6:02 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Hendrix, Prochaska, Purcell, and Flowers all were present.

III. Approval of Agenda

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

IV. Citizens to be Heard

No public comments were offered by those in attendance.

**V. Review of Preliminary Financial and Income Statement Reports
through January 31, 2018**

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

Director Guritz reported that the District's financial statements are positive over last year's report. Adjustments to the financials include approximately \$20,000 of farm lease yield payments that will be accrued to FY17. The District also incurred the full cost for the Ellis tent in FY17 that is currently pending for FY18. However, program revenue is up over this time last year, including increased revenues for facility rentals for Ellis House and Meadowhawk Lodge. Director Guritz stated that while some of the increased program revenue has to do with the timing for receipt of payments, generally, it appears that programs are generally ahead of the previous year.

VI. Special Use Permits

a. Rheta Murdaugh – Shoop Scoot 5K at Baker Woods Forest Preserve

Director Guritz presented an approved special use permit for Rheta Murdaugh for the Shoop Scoot 5K run at Baker Woods Forest Preserve. The run is co-sponsored by the

Minooka-Channahon Running Club, with proceeds donated to the American Heart Association. The special use permit was approved for a cost of \$250.00.

Director Guritz reported that the SKY 5K run special use permit will be forthcoming, as well as an amendment to the University of Illinois – 4H special use permit for an additional event. Direction was received to list the dates for the special use permits as part of the review process.

The Operations Committee discussed the process for approval of special use permits. The Committee requested to be informed of approved special use permits, with a continued requirement to review all special use permits requesting the waiving of District permit fees and facility use charges.

VII. Environmental Education Department Agenda Items

• Spring 2018 Public Programs Fees and Charges

Director Guritz presented a report from Emily Dombrowski, Environmental Education Program Manager for the 2018 spring public program fees and charges. All program fees presented are consistent with past fees for similar programs.

Commissioner Prochaska made a motion to forward the 2018 spring program fees and charges to Commission for approval as presented. Seconded by Commissioner Hendrix. Aye, all. Opposed, none.

VIII. Ellis House and Equestrian Center Agenda Items

a. “The Knot” Wedding Planning Website Metrics and Subscription Upgrade

Director Guritz presented a report on the user interaction metrics for the Ellis House venue storefront on “The Knot.” The District has an opportunity to upgrade from a standard storefront subscription to a preferred storefront subscription.

Director Guritz stated that while the District’s subscription to “The Knot” is generating traffic, upgrading to the preferred storefront subscription may or may not generate additional traffic. Director Guritz stated that it is unclear at this point whether the subscription is resulting in event contracts.

Chairman Flowers asked what the ratio is of tours delivered to wedding contract bookings. Director Guritz stated that this also is not currently known, but could be researched.

The Operations Committee discussed the opportunity, with direction received to bring the renewal of the standard storefront to the Committee of the Whole before the current contract expiration date.

Direction was also provided to expand efforts to track metrics for all referrals and tours extended to help inform future marketing cost decisions and strategies.

The Operations Committee provided direction to present a proposal for promoting discounted rental program rates for 2018, with promotional codes, in order to provide incentive to book additional weddings and special events and track the sources for referrals, to the Committee of the Whole in February, with Groupon recommended as a possible platform for promoting event rentals with the promotional discount.

b. PNA Field Day Program

Director Guritz presented a report on the negotiated fees and charges for hosting over ninety students from the Polish National Alliance Camp in Plano/Yorkville in summer 2018. Cost per student will be \$35, with services extended over two program dates. This will be the second year the group selected Ellis House and Equestrian Center to enhance PNA camp offerings.

Director Guritz reported that there is an operating cost due to the cancellation of one 3-day 6-8 year old camps, but represents a significant boost to the Ellis Camps budget and cost center.

c. Preferred Caterers Program Update and Request to Waive Certain Coverage Requirements for Martin Gonzalez DBA Botaneros

Director Guritz presented a report and recommendations to waive the \$5M umbrella liability requirement to allow Martin Gonzalez DBA Botaneros to participate in the District's Preferred Caterers' Program.

The Operating Committee discussed the insurance requirements.

The Operating Committee provided instruction not to waive the insurance coverage amounts, suggesting that the catering firm may be able to secure the required umbrella policy for the event date in order to potentially reduce costs for the required coverage. Additional direction was received to discuss this item at a Committee of the Whole meeting should the need arise to examine the District's insurance requirements.

IX. Meadowhawk Lodge FY 18 YTD Rental Contracts Report

Director Guritz presented a report developed by Administrative Assistant Rebecca Antrim highlighting the status of current rental contracts for use of Meadowhawk Lodge in 2018.

The total number of events under contract have significantly increased, with revenue generation for Lodge rentals exceeding \$7,500 year-to-date, with \$10,500 budgeted for FY18.

X. TCF Spring Benefit Dinner Silent Auction Item Request and Participation

Director Guritz requested direction for extending support of The Conservation Foundation's spring benefit dinner and silent auction.

The Operations Committee provided direction to extend the same opportunities presented in the previous year, including a free rental at Meadowhawk Lodge, and weekend overnight use of a bunkhouse for The Conservation Foundation's silent auction. The Operating Committee provided direction to discuss ticket purchases for the event at an upcoming Committee of the Whole meeting.

The Operations Committee discussed the pending acquisition of the Little Rock Creek Forest Preserve, suggesting that if The Conservation Foundation moves forward with that effort at no costs, other than closing, to the District, that participation should be considered.

XI. Operations Updates

a. 2018 Marketing Initiatives Updates

Director Guritz presented a report on 2018 marketing initiatives. The Operations Committee discussed the District's storefront website. Director Guritz stated that while there are site management issues, the low cost of the site is worth the extra time required to manage changes to the website.

Director Guritz presented the recently completed trail map, which includes interactive links online to other preserve trail maps.

b. Little Rock Creek Acquisition Project Updates

Director Guritz provided an update on the Little Rock Creek acquisition project, with the State's certification of the appraisal anticipated within the next week.

c. General Use Ordinance Violations and Enforcement Discussions

Director Guritz reported on initial outreach to other forest preserve and park districts to examine how use violations are enforced, with initial responses indicating that violations are reported to local law enforcement agencies for enforcement.

d. Hoover Forest Preserve – NPDES Permit and Lift Station Pump Replacements

Director Guritz reported that efforts are underway to identify the types of pumps installed at the lift station, with RJ Kuhn Plumbing of Oswego supporting the investigation in order to develop a proposal for replacement.

e. Hoover Forest Preserve – Parking Lot Lighting Inspection

Director Guritz reported that Scott Riemenschneider has been contacted to request an inspection of the parking lot light fixtures.

f. FHA-RTP Public Hearing

Director Guritz reported that the FHA-IDNR Recreational Trails Program grant project hearing is scheduled for Thursday, February 15 at the Kendall County Historic Courthouse from 5:30 to 7:00 pm.

g. Millbrook Bridge Conservation Plan Public Notice

Director Guritz reported that the Millbrook Bridge Conservation Plan public notice has been posted as part of the process for securing an incidental take permit for the in-stream work necessary to remove the structure.

Commissioner Hendrix reported on social media postings from individuals expressing concerns over the removal of Millbrook Bridge.

XII. Executive Session

None.

XIII. Other Items of Business

None.

XIV. Citizens to be Heard

No public comments were offered by those in attendance.

XV. Adjournment

Commissioner Prochaska made a motion to adjourn. Seconded by Commissioner Hendrix. Aye, all. Meeting adjourned at 7:26 pm.

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District

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

FEBRUARY 14, 2018

I. Call to Order

Finance Committee Chair Cullick called the Finance Committee meeting to order at 4:35 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Davidson, Gilmour, Gryder and Cullick all were present.

III. Approval of Agenda

Commissioner Gryder made a motion to approve the agenda as presented. Seconded by Commissioner Gilmour. Aye, all. Opposed, none.

IV. Citizens to be Heard

No public comments were offered by those in attendance.

V. Approval to Forward Claims to Commission for an Amount Not-to-Exceed \$36,217.44.

Commissioner Gryder made a motion to forward claims to Commission in the amount of \$36,217.44. Seconded by Commissioner Davidson.

The Finance Committee reviewed the claims list.

Commissioner Davidson inquired into the District's cell phone bill. Director Guritz responded that there are currently 9 smart phone devices. Four for Ellis, three for Grounds Maintenance, one for Hoover, and one for the District's director. There is also a shared flip phone at Hoover Forest Preserve. The contract also provides wireless internet and office phone for Ellis (3-devices), and wireless internet and phone for Hoover (3-devices) and wireless internet for the Harris shop (1-device). The total monthly billing is typically just under \$1,000, with the additional wireless internet and phone services added to the contract to reduce overall costs for these services previously extended by other providers.

The Finance Committee discussed the fuel and gas bill from GraincoFS. Director Guritz reported that the cost incurred was for filling the split-gallon tank at Hoover, which is secured with a padlock.

The Finance Committee discussed the uniforms cost for Ellis. Director Guritz reported that in addition to uniforms, the center is also selling t-shirts to program participants.

Commissioner Davidson asked about the boiler replacement at the Harris shop, suggesting that future hot water needs could be handled by a hot water heater rather than a boiler.

The Finance Committee discussed the bill from Water Products Supply of Aurora. Director Guritz reported that the bill was for the supply of a culvert pipe for the Harris culvert repair project completed in 2017. There was a presumed credit with the company for a previous return of supplies from a previous project. This was researched, and a check for approximately \$1,500 was refunded by the company to the District for the supplies returned.

The Finance Committee discussed a potential solar array project for the District. Director Guritz stated he would follow up with Chris Childress to discuss this opportunity.

Finance Chair Cullick called the question. All, aye. Opposed, none. Motion unanimously approved.

VI. Review of Financial Statements and Cost Center Income Statements through January 31, 2018

Director Guritz presented an overview of the cost center income statements through January 31, 2018.

Generally, the District is significantly ahead compared to FY17. Program revenues are up for the year, and staff expenses down for the year. The District received approximately \$20,000 for farm lease yield payments that will be accrued back to FY17. The District also had expensed the Ellis event tent earlier in the year in FY17, which is currently moving forward for consideration for FY18.

The District is ahead of budget expectations for Ellis and Meadowhawk Lodge event rentals.

VII. Ellis Equestrian Center – Proposed Promotional Discount for 2018 Events

Director Guritz reported that the Operations Committee recommended Finance Committee consideration for offering a \$500.00 discount on 2018 wedding and other special events at Ellis House and Equestrian Center. Director Guritz reported that the item is also up for consideration on the Committee of the Whole agenda.

Commissioner Gilmour asked how to respond to citizen concerns over the costs for operation of Ellis House and Equestrian Center.

Director Guritz stated that out of all District facilities, Ellis House and Equestrian Center stands the strongest chance to fully offset operational costs over time. The facility currently operates at a \$40,000-\$45,000 deficit, the bulk of which would be incurred just to support maintenance of the Baker Woods Forest Preserve. Ellis House and Equestrian Center is a multi-purpose facility, with the event rentals and equestrian center operational revenues offsetting or exceeding direct costs for staffing and supplies.

The Finance Committee discussed an incentive program for District staff providing referrals that lead to contracted events at Ellis House and Meadowhawk Lodge.

Director Guritz stated that this will be examined later in the fiscal year if the District is on track with meeting budget objectives.

VIII. West Bend Insurance – Busted Knuckles Landscaping Property Damage Release and Settlement

Director Guritz presented an insurance settlement and release for property damage. Direction was received to secure a quote for the repair of the damaged split rail fence at Shuh-Shuh-Gah canoe launch in December, and communicate this proposal and figure to the company with a requested amendment of the settlement amount. The damage occurred when a Busted Knuckles Landscaping vehicle lost traction and skidded off the road into the preserve's split-rail fencing.

IX. Millbrook Bridge Phase II (Bid Specifications) and Phase III (Construction Project Oversight) Proposal and Discussion – HLR Engineering

Director Guritz reported that Steve Megginson, VP for HLR Engineering, was not able to attend the meeting. HLR Engineering concurs with the Finance Committee assessment that the bid timeframe for the removal of Millbrook Bridge will be more competitive if the call for bids takes place in winter 18-19 for removal during low-flow in late summer 2019.

Director Guritz reported that HLR Engineering is scheduled to present and discuss next steps with the Committee of the Whole in March. This will include information on public outreach efforts required as part of the Section 106 permit requirements.

Commissioner Davidson suggested that the District may be able to relocate one of the bridge span sections as a standing monument within another forest preserve area.

The Finance Committee discussed previous bridge maintenance activities, including sandblasting and repainting of the bridge.

X. Executive Session

None.

XI. Other Items of Business

Director Guritz reported that a meeting is scheduled with Attorney Dan Kramer to discuss a proposal to secure a vehicle access drive to Henneberry Forest Preserve.

Commissioner Davidson suggested that the District may be able to secure the access corridor, and preserve access drive and parking area as part of the negotiations.

Director Guritz reported that the District's grant consultant has reported that OSLAD, PARC, and Illinois State Museum grant programs may be accepting applications in the current year. If this is the case, the District should take all deliberate action necessary to secure cost assessments to apply for development grants available to complete preserve public access improvements for Pickerill-Pigott forest preserve.

XII. Citizens to be Heard

No public comments were offered by those in attendance.

XIII. Adjournment

Commissioner Davidson made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none. Meeting adjourned at 5:30 pm.

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMITTEE OF THE WHOLE MEETING MINUTES**

FEBRUARY 14, 2018

I. Call to Order

President Gilmour called the meeting to order at 5:35 pm in the Kendall County Board Room.

II. Roll Call

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

III. Approval of Agenda

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

IV. Citizens to be Heard

No public comments were offered by citizens present at the meeting.

V. Executive Director's Report

Director Guritz provided updates on priority projects.

Work is proceeding to identify the pump model for the Hoover lift station pump replacements, but the road condition may need to be addressed to allow proper equipment access.

Two of the District's plow assemblies need repairs, including the new truck's assembly. Grounds maintenance staff members have been doing a great job using existing equipment to handle snow clearing.

The Hoover lighting fixtures electrical inspection should be getting underway next week.

District staff met with the Kendall County Health Department to participate in a new iTick partnership to expand monitoring for Lyme disease within preserve areas. Out of all preserve areas tested, Maramech forest preserve had the highest number of ticks carrying Lyme disease, followed by Harris Forest Preserve. Spring burns within these preserve's grassland areas may open up the area for increased predation to reduce the population of white-footed deer mice, which represent the most significant vector for transmission of the bacteria and ticks that cause Lyme disease into preserve areas.

Additional public education information and signage will be posted in preserve parking areas.

Director Guritz suggested that the District should pay for rapid testing of ticks found on staff members to determine whether additional medical intervention is needed in order to avoid more significant health problems that could be considered compensable under workers' compensation.

The Committee of the Whole discussed the rise in incident rate for Lyme disease in Kendall County.

VI. Operations Committee Report

President Gilmour asked that the Operations Committee report be presented at the upcoming Commission meeting.

VII. Finance Committee Report

President Gilmour asked that the Finance Committee report be presented at the upcoming Commission meeting.

OLD BUSINESS

VIII. Millbrook Bridge Phase II (Bid Specifications) and Phase II (Construction Project Oversight) Proposal and Discussion

Director Guritz reported that HLR Vice President, Steve Megginson, was not able to attend the meeting as scheduled. Director Guritz reported that Mr. Megginson has been rescheduled to attend the March Committee of the Whole meeting, and that HLR concurs with the District's direction to bid the project in winter 18-19 to insure broader contractor participation.

The District will have two years to complete the project after the permit is received in June of this year. The expected timeframe for removal activities is 5.5 weeks as stated in the HLR construction phase proposal, but this should be carefully examined before entering contract to avoid cost overages if the work takes longer to complete.

IX. Fox River Bluffs Forest Preserve Phased Public Access Cost Report Discussion

Director Guritz presented Upland Design's revised phased plan for public access projects proposed for Fox River Bluffs Forest Preserve. The revised plan's first phase calls for the excavation, grading, and installation of a gravel road and parking area in fall 2018 following harvest. The second phase calls for the grant-funded installation of a 1.05 multi-purpose trail loop and spur, and installation of asphalt parking stalls to meet ADA requirements in fall 2019 following harvest.

Director Guritz reported that the RTP grant agreement, if awarded, will not be received until some point in 2019. In order to prepare for the cropland conversion project, the phased plan calls for completion of the access road and parking lot following harvest in 2018, which means

that the funds expended on the first phase will not be available for the project matching requirement.

The figures presented for the second-phase of work have been incorporated into the proposed resolution, and will include completion of ADA asphalt parking stalls, and the completion of the 1.05 mile trail loop and spur for a total cost of \$221,474, with future phases completing an additional spur and overlook deck(s).

Based on these costs, the RTP grant will fund 80% of the project, or \$177,179, with the District's required match totaling \$44,295 to complete public access projects for the preserve.

Director Guritz explained that the future spur leading to the eastern side of the preserve will parallel Eldamain Road at the point where the road will require a culvert for storm water drainage, which will remove the need for a bridge over the ravine that spans and bisects the entire south to north elevations of the property.

The Committee of the Whole discussed the phased plan and cost estimates.

Commissioner Purcell asked about the temporary public access drive. Director Guritz stated that the anticipated in-house cost for excavation, gravel, and grading is \$40,000, perhaps more with the proposed length of the access drive.

Commissioner Purcell asked what was budgeted for completion of the project. Director Guritz stated that the specific budget information for Fox River Bluffs would be sent to Commissioner Purcell before the next meeting. However, there are sufficient appropriations in the capital fund to apply for the grant. Each year, the District has scheduled appropriations that will far exceed actual capital expenditures in order to be able to take advantage of grant opportunities. Additional capital grants are needed for preserve access projects to leverage funds necessary to address the District's past land acquisition grant requirements, Commission's preserve access interests, cropland conversion requirements, and other District 3-5 year capital project priorities.

Director Guritz stated that the location of the temporary access drive and parking area configuration can be examined, and would not impact the amount of the RTP grant request.

X. Resolution #18-02-001 IDNR-FHA Regional Trails Program – Draft Resolution and Application Discussion

Director Guritz presented a revised draft resolution authorizing the District to apply for a 2018 IDNR-FHA Regional Trails Program grant. Director Guritz reported that the resolution will need to be approved at the February 20 Commission meeting in order to meet the 2018 funding cycle deadline for submission of the District's application.

Commissioner Purcell made a motion to forward Resolution #18-02-001 to Commission for approval. Seconded by Commissioner Gryder. All, aye. Opposed, none.

XI. Little Rock Creek Forest Preserve Acquisition Project Updates – IDNR Fair Market Value Appraisal Certification and Notice to Proceed

Director Guritz presented a draft Letter of Intent extending an offer to The Conservation Foundation to purchase the Little Rock Creek Forest Preserve. As part of the Letter of Intent the District is required to present the Land and Water Conservation Fund's Statement of Just Compensation form.

Director Guritz shared communications received from the IDNR, with the District expecting to receive the notification to proceed within the next few days. The Letter of Intent will be presented to Commission at the earliest opportunity following receipt of notification from the State.

The Letter of Intent presents the certified fair market value of \$1.3M, with the District's intention to purchase the property from The Conservation Foundation for \$650,000, which cost is fully reimbursable through the District's Land and Water Conservation Fund grant.

Commissioner Purcell asked if this includes the District paying for the closing costs. Director Guritz stated that this is something Commission can consider including in the final purchase Ordinance, and would be appreciated by The Conservation Foundation understanding that the agency is donating 50% of the land value as the District's 50% matching requirement, and will expend significantly more than this amount to cover their own costs, and the cost over the anticipated certified fair market value.

Commissioner Purcell asked what the anticipated closing costs would be. Director Guritz stated that closing costs should fall below \$12,000.

NEW BUSINESS

XII. Contracted Floristic Quality Surveys for Henneberry Forest Preserve, Including Reservation Woods, and Plants of Concern Relocates at Maramech Forest Preserve

Director Guritz presented a proposal from Scott Kobal of Wheaton, Illinois for completing of floristic quality surveys at Henneberry Forest Preserve, Reservation Woods, and plants-of-concern population relocations at Maramech Forest Preserve. Director Guritz reported that \$2,000 of the \$2,500 proposed cost will be offset by a contribution from the Forest Foundation of Kendall County.

Commissioner Purcell asked about the purpose of the study. Director Guritz stated that floristic quality studies help document the plant community, as well as identify threats to rare plant communities to establish natural resource management priorities. The studies also support

District grant applications, as well as providing justification for diverting other resources, like incidental take permit payments, to the District for natural resource management projects.

The studies also provide the baseline information needed to help inform future restoration projects on the types of species supported, and land management decisions.

Commissioner Purcell asked what fund would be used for the District's share of the proposal. Director Guritz stated that the expense would be coded to operations.

The Committee of the Whole provided direction to send a letter of appreciation to thank the Forest Foundation of Kendall County for their support of this, and other District projects.

Commissioner Purcell made a motion to forward the proposal to Commission for approval. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

XIII. Chamlin and Associates, Inc. Proposal for Preparation of ROW Legal Descriptions for Fox River Drive and Griswold Springs Road at Maramech Forest Preserve

The Committee of the Whole reviewed a proposal received from Chamlin & Associates, Inc. for completion of legal descriptions for the rights-of-way for Fox River Drive and Griswold Springs Road at Maramech Forest Preserve. Director Guritz reported that the proposal will be revised to only include completion of the legal descriptions, reducing the cost of the proposal to \$880.00.

Commissioner Gryder made a motion to forward the revised Chamlin & Associates, Inc. proposal for an amount not-to-exceed \$880.00 to Commission for approval. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

XIV. Motion to Forward Proposed Spring 2018 Public Program Fees and Charges to Commission

Director Guritz reported that the Operations Committee has reviewed and recommends approval of the spring 2018 public program fees and charges.

Commissioner Prochaska made a motion to forward the spring 2018 public program fees and charges to Commission for approval. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

XV. Review of a Proposed Promotional Discount for 2018 Event Rentals at Ellis House and Equestrian Center

The Committee of the Whole reviewed a proposed \$500.00 promotional discount program for 2018 event rentals at Ellis House and Equestrian Center.

The promotional discount was discussed and recommended by the Operations Committee, and subsequently reviewed by the Finance Committee.

Commissioner Gryder made a motion to forward the proposed \$500.00 promotional discount program for 2018 event rentals at Ellis House and Equestrian Center as presented. Seconded by Commissioner Prochaska. All, aye. Opposed, none.

XVI. Conveyance of Title of the District's 1970 Homemade Flat Trailer and Wood Frame Stage Platform to the United City of Yorkville

Director Guritz presented a request to transfer the District's 1970 flat trailer and wood-frame stage to the United City of Yorkville.

Director Guritz reported that the trailer and stage are only used for support of the City of Yorkville's Memorial Day event.

Commissioner Gryder made a motion to forward the conveyance of title to the District's 1970 trailer, and wood frame stage to the United City of Yorkville to Commission for approval. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

XVII. West Bend Insurance – Property Damage Release and Settlement for Property Damaged at the District's Shuh-Shuh-Gah Canoe Launch Area

Director Guritz presented a property damage release and settlement agreement received from West Bend Insurance for Committee of the Whole consideration.

Direction was received to secure a proposal from an outside contractor to complete the repairs, and based on the costs of this proposal, notify West Bend Insurance of the costs for completing the work for amendment of the settlement amount.

XVIII. Executive Session

None.

XIX. Other Items of Business

Commissioner Gilmour reported on the progress of HB 4699 amending the Good Samaritan Act to include the administration of epinephrine by auto-injector to the law's protected citizen actions.

Director Guritz reported that the State budget may include opportunities for grant funding District capital projects through the Illinois State Museums capital grant program (Historic Courthouse); OSLAD (Pickerill-Pigott Forest Preserve); and PARC (Park and Recreational Facility Construction). Additional grants are needed in order to leverage the funding necessary to complete the District's identified priority capital projects.

XX. Summary of Action Items to be Taken

The Committee of the Whole provided direction to present the following items to Commission for consideration:

- Resolution #18-02-001 Authorizing participation in the 2018 IDNR-FHA Regional Trails Program
- Scott Kobal – Proposal to complete floristic quality inventories of Henneberry Forest Preserve and Reservation Woods
- Chamlin & Associates, Inc. proposal to complete ROW legal descriptions for Maramech Forest Preserve
- 2018 spring public program fees and charges
- 2018 promotional discount program for Ellis House and Equestrian Center weddings and special events
- Conveyance of the 1970 trailer and wood-frame stage to the United City of Yorkville

Direction was also received to request a contractor estimate for repairs at the Shuh-Shuh-Gah canoe launch.

XXI. Citizens to be Heard

No public comments were offered by citizens present at the meeting.

XXII. Adjournment

Commissioner Gryder made a motion to adjourn. Seconded by Commissioner Flowers. Aye, all. Meeting adjourned at 6:22 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Executive Director

RE: FHA-IDNR Regional Trails Program Public Hearing Minutes for February 15, 2018

Date: February 20, 2018

The public hearing was opened at 5:30 pm at the Kendall County Historic Courthouse, 110 W. Madison Street, Yorkville, IL 60560.

The public hearing for the District's proposed grant application to the Illinois Department of Natural Resources – Federal Highway Administration Regional Transportation Grant proposal was held on February 15, 2018 from 5:30 pm to 7:00 pm.

Director Guritz presented an overview of the project, and phased cost estimates and timeframe for completion of public access improvements and cropland conversion at Fox River Bluffs Forest Preserve.

The phased plan includes the following elements:

Phase I

1. Completion of an 18' wide access drive and 25-space parking lot, including site preparation and grading, soil erosion control, and turf grass planting for an estimated cost of \$212,052.75. Timeframe for installation is November-December 2018.

Phase II

2. Completion of required ADA parking lot asphalt servicing, striping, wheel-stop, soil erosion control, and turf grass seeding for an estimated cost of \$14,239.34. Timeframe for completion is fall 2019 prior to cropland conversion.
3. Completion of a 1.05-mile trail loop and bluff overlook spur including site preparation and grading, installation of an 8' wide multi-purpose trail (limestone screening), with soil erosion control and turf grass seeding for an estimated cost of \$221,474.43.

Future Phases include completion of an overlook deck (estimated cost \$99,164.73) and east trail spur (estimated cost \$113,271).

The public hearing presentation examined cost savings approaches, including construction of the future trail spur along Eldamain Road to take advantage of highway construction efforts to bridge the elevation change over the eastern ravine elevations.

Discussion was held regarding the issue of accessing the southwest corner of the preserve due to drainage issues from adjacent property to the south of the preserve, and future storm water run-off challenges following completion of the road.

Participants were invited to submit public comments, which were collected, and attached to the minutes of the public hearing.

Public comments are supportive of the project, and future multi-use recreational opportunity to access Fox River Bluffs Forest Preserve lands and viewsheds.

Public hearing adjourned at 7:00 pm.

District officials and citizens attending the public hearing and submitting public comments:

David Guritz, KCFPD Executive Director
Michelle Kelly, Upland Design, Inc.

Judy Gilmour, KCFPD President
Steve Graves, Millington, Illinois
Kathryn Graves, Millington, Illinois
Jeff Wehrli, Oswego, Illinois
Scott Parkhurst, Yorkville, Illinois
Rich Dombrowski, Plainfield, Illinois
Joan Dombrowski, Plainfield, Illinois
Mary Church, Oswego, Illinois
Dick Whitfield, Newark, Illinois
Janice McCann, Oswego, Illinois

PUBLIC NOTICE

of intent to develop a Recreational Trails Program Area

COUNTY LOCATION: Kendall County

Site Location Legal Description (see attached map also): Parcel #'s 04-01-200-006; 01-36-400-010

Fox River Bluffs Forest Preserve - 1/2 miles north of the Fox Road and High Point

Road intersections in Yorkville, Illinois (see attached map)

Proposed Project Description:

Fox River Bluffs Public Access Plan - 1.05-mile trail, entrance drive and parking lot.

Name & Address of Project Sponsor:

Kendall County Forest Preserve District

110 W. Madison Street

Yorkville , IL 60560
(City) (State) (Zip Code)

Notice is hereby given that the above indicated individual / business / partnership / club or organization is seeking state and/or federal grant funding from the agency listed below to develop a public, off-highway motorized vehicle recreation area/trail at the above indicated location. Anyone having comments on this proposal may contact either the Project Sponsor or government agency listed below which will be considering the proposal for possible financial grant assistance.

ILLINOIS DEPT. OF NATURAL RESOURCES
Office of Grant Management and Assistance
One Natural Resources Way
Springfield, IL 62702-1271

tele: 217/782-7481
FAX: 217/782-9599
email: dnr.grants@illinois.gov



KENDALL COUNTY
FOREST PRESERVE DISTRICT

Fox River Bluff

Community Meeting
February 15, 2018

uplandDesign



NAME	ADDRESS	PHONE #	EMAIL
1 Steve & Kathryn Graves	PO Box 229 Millington, IL 60537	630 963-1664	Kathrynwgates@comcast.net
2 Judy Gilmore	Forest Preserve Dist. President		
3 JEFF WEIRCI	OSW. 27 NA AU ST 6809 B STATE ROUTE 71	630- 742-8363	JWEXCWC@GMAIL.COM
4 SCOTT PARKHURST	YORKVILLE, IL 60550	630-554- 8003	SPARK52@SBCGLOBAL.NET
5 Rich Dombrowski	PO Box 241 Plainfield IL 60544	815-436- 4826	radomb@SBCGlobal.net
6 Joan Dombrowski	PO 241 Plainfield IL	815 436- 4826	je.domb@ycos.com
7 MARY CHURCH	5232 Rt 34 Oswego IL 60543	630 554 8402	churchmary@sbcglobal.net
8 Dick Whitefield	NEWARK IL 60544 9911 B Fox River Dr.	630 553-7765	DickWhitefield@yahoo.com
9 Janice McLann	12 Elmwood Dr Oswego, IL	630-554- 2628	TNJMcLann@gmail.com
10			
11			
12			
13			
14			
15			

PUBLIC NOTICE

The Kendall County Forest Preserve District will hold a public meeting on **Thursday, February 15, 2018**, from 5:30 PM to 7:00 PM at the Kendall County Forest Preserve Administrative Offices located in the Historic Courthouse, 110 W. Madison Street, Yorkville, Illinois to discuss a grant application to the Illinois Department of Natural Resources, RTP Program regarding the development of public access and trails at Fox River Bluffs Forest Preserve. Written and verbal public input is requested. If unable to attend the public meeting, residents may send written comments to David Guritz, Director at the address above, or email the District at kcforest@co.kendall.il.us. The Historic Courthouse is an accessible location.

Public Comment Submission Form

Name: Mary Church

Address: Oswego IL 60543
City, State, Zip

Phone/Email (Optional)

Comments Regarding the Development and Public Access and Trails at Fox River Bluffs Forest Preserve:

Great plan! The trails will be a great asset

to the forest preserve.

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Public Comment Submission Form

Name: Janice McCann

Address: Oswego IL 60543
City, State, Zip)

Phone/Email (Optional) TJMccann@GMAIL.COM

Comments Regarding the Development and Public Access and Trails at Fox River Bluffs Forest Preserve:

Has great potential, wonderful spot!

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Public Comment Submission Form

Name: Richard Whitfield

Address: 9911 B Fox River Dr. Newark, IL 60541
City, State, Zip

Phone/Email (Optional)

Comments Regarding the Development and Public Access and Trails at Fox River Bluffs Forest Preserve:

I AM For The Improvements

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Public Comment Submission Form

Name: Kathryn Graves

Address: PO Box 229, Millington IL 60537
City, State, Zip

Phone/Email (Optional)

Comments Regarding the Development and Public Access and Trails at Fox River Bluffs Forest Preserve:

I think the proposed trail ~~will~~ gives a
hiker almost a mile of beautiful scenery —
with the trail spur to the future overlook
it will be a real treat to experience.
Good design.

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Public Comment Submission Form

Name: Steven E. Graves

Address: Po Box 229 Millington, IL 60537
City, State, Zip

Phone/Email (Optional) Stevegraves9312@gmail.com

Comments Regarding the Development and Public Access and Trails at Fox River Bluffs Forest Preserve:

The plan as presented at tonight's meeting
appears to be very well thought out.

I am very excited about the restoration
of this property and future improvements.
I have hiked on this property extensively
and believe this property to have some of
the most spectacular features and views
of the Fox river around. When A previous owner
had planned a Subdivision ^{for} of over 100 homes
for this property, We are so glad that
the Kendall Co. F.P. district managed to purchase
this land, that will benefit future generations
for many years to come. Steve Graves 2-15-18

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Public Comment Submission Form

Name: JEFF WEARLI

Address: 21 NA-AV-ST CT, OSWEGO, IL 60543
City, State, Zip

Phone/Email (Optional)

Comments Regarding the Development and Public Access and Trails at Fox River Bluffs Forest Preserve:

PLAN LOOKS GREAT! AT BUILD OUT OF ELDA MATTN,

WE WOULD DEFINATELY LIKE TRAFFIC ACCESS IN ALL

DIRECTIONS, AND POSSIBILITY OF PEDESTRIAN ACCESS

OVER THE BRIDGE WITH TRAIL ACCESS TO IT.

GREAT JOB!

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Public Comment Submission Form

Name: SCOTT PARKHURST

Address: YORKVILLE, IL 60550
City, State, Zip

Phone/Email (Optional)

Comments Regarding the Development and Public Access and Trails at Fox River Bluffs Forest Preserve:

PLAN SOUNDS GREAT.

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Public Comment Submission Form

Name: Joan Dombranski
Address: Plainfield IL 60585
City, State, Zip

Phone/Email (Optional)

Comments Regarding the Development and Public Access and Trails at Fox River Bluffs Forest Preserve:

We would love to have public
access and trails so, any monetary
assistance would be helpful!

RESOLUTION NO. 18-02-001

**KENDALL COUNTY FOREST PRESERVE DISTRICT
KENDALL COUNTY, ILLINOIS**

**A RESOLUTION AUTHORIZING PARTICIPATION IN THE
2018 IDNR-FHA REGIONAL TRAILS PROGRAM
FOR THE CONSTRUCTION OF A 1.05 MILE
MULTI-PURPOSE TRAIL LOOP AND OVERLOOK SPUR AT
FOX RIVER BLUFFS FOREST PRESERVE**

WHEREAS, the Kendall County Forest Preserve District (hereinafter the "District") is a body politic and corporate and municipal corporation organized and existing under the Downstate Forest Preserve District Act, 70 ILCS 805/0.001 et seq. as amended (hereinafter the "Act"); and

WHEREAS, the mission of the District is to acquire and hold lands containing natural forests, and lands capable of being restored to a natural condition, for the purpose of protecting and preserving the flora, fauna, and scenic beauties within Kendall County for the education, pleasure, and recreation of the public; and

WHEREAS, in 2015, the Kendall County Forest Preserve District acquired property known as the Fox River Bluffs Forest Preserve with funding support from the Illinois Department of Natural Resources – Open Space Land Acquisition and Development Program (hereinafter the "OSLAD grant program"), and Illinois Clean Energy Community Foundation; and

WHEREAS, as part of the conditions for acceptance of OSLAD grant program funding, the District is required to convert cropland to natural cover and establish public access to Fox River Bluffs Forest Preserve; and

WHEREAS, the District desires to expand public access by improving its parking facility and trail system at Fox River Bluffs Forest Preserve through construction of a public access drive, 25-car parking lot with ADA parking stalls, and completion of a 1.05 mile multi-purpose trail loop and overlook spur; and

WHEREAS, the IDNR-FHA Regional Trails Program (hereinafter the "RTP Program") provides grant funding for the construction of multi-purpose trails for up to 80% of the total construction costs with a maximum grant award of \$200,000.00; and

WHEREAS, the District is requesting a grant of \$177,179.00 through the RTP Program for completion of the project, representing 80% of the total estimated cost of \$221,474.00 for completion of the parking lot ADA parking stalls, 25-car, trail loop, and trail spur; and

WHEREAS, the District has received, reviewed, and understands the 2018 RTP Program Guidelines, which includes the requirement to submit a calculated \$300.00 application fee.

NOW THEREFORE, BE IT RESOLVED by the President and Board of Commissioners of the Kendall County Forest Preserve District as follows:

1. The above recitals are hereby incorporated by reference as if set forth fully herein; and
2. The Board of Commissioners of the Kendall County Forest Preserve District hereby approves the Project and authorizes the Kendall County Forest Preserve District to submit an application to the IDNR-FHA Regional Trails Program in the amount of \$177,179.00 for fiscal year 2017-2018, including the required and calculated \$300.00 application fee; and
3. The Board of Commissioners of the Kendall County Forest Preserve District hereby commits to the required minimum expenditure of matching funds in the amount of \$44,295.00 necessary for the Project's success; and
4. The President and Director for the District are hereby authorized to execute and file applications and any amendments to the application, if necessary, on behalf of the District with the Illinois Department of Natural Resources for the 2018 Recreational Trails Program grant.
5. The President and Executive Director for the District are also hereby authorized to furnish such additional information, assurances, certifications and amendments as the Illinois Department of Natural Resources may require in connection with the District's application for the 2018 Regional Trails Program grant application; and
6. The Secretary of the District is hereby directed to transmit certified copies of this Resolution to the Executive Director for the District for inclusion and submission as part of the grant application materials.

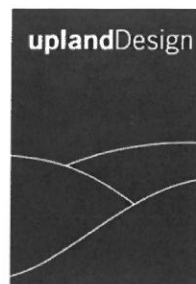
Passed and approved by the President and Board of Commissioners of the Kendall County Forest Preserve District this 20th day of February, 2018.

Approved:

Attest:

Judy Gilmour, President

Elizabeth Flowers, Secretary



Fox River Bluffs

Prepared Date: 02/14/2018

Kendall County Forest Preserve

Project #624

Preserve Development Cost Opinion

PROJECT COMPONENTS	QUANTITY	UNIT	COST	EXTENSION
2018 PHASE I - Public Access Drive				
General Conditions - 5%	1	LS	\$ 10,097.75	\$ 10,097.75
Site Preparation and Grading	1250	CY	\$ 45.00	\$ 56,250.00
Vehicular Crushed Stone Paving at Access Drive - 8" depth - 18' wide, 1875 LF	3750	SY	\$ 20.00	\$ 75,000.00
Soil Erosion and Control Measures	1	LS	\$ 2,500.00	\$ 2,500.00
Turf Grass w/ Blanket	1.00	Acre	\$ 5,500.00	\$ 5,500.00
Site Drive and Parking Lot Gravel				
Site Preparation and Grading	597	CY	\$ 45.00	\$ 26,865.00
Vehicular Crushed Stone Paving at Drive - 8" depth - 18' wide, 456 LF	912	SY	\$ 20.00	\$ 18,240.00
Vehicular Crushed Stone Paving at Parking Lot - 8" depth	880	SY	\$ 20.00	\$ 17,600.00
Sub-Total				\$ 212,052.75
Total				\$ 212,052.75
2019 PHASE II - Parking Lot - 25 Spaces				
General Conditions - 5%	1	LS	\$ 522.75	\$ 522.75
Site Preparation and Grading	15	CY	\$ 45.00	\$ 675.00
Vehicular Asphalt Paving at ADA space	45	SY	\$ 56.00	\$ 2,520.00
Vehicular Asphalt Striping	1	LS	\$ 250.00	\$ 250.00
ADA Parking Sign	1	EA	\$ 500.00	\$ 500.00
Wheelstop	26	EA	\$ 85.00	\$ 2,210.00
Soil Erosion and Control Measures	1	LS	\$ 2,500.00	\$ 2,500.00
Turf Grass w/ Blanket	1.00	LS	\$ 1,800.00	\$ 1,800.00
Sub-Total				\$ 10,977.75
Design Contingency (15%)				\$ 1,646.66
A/E Design and Permit Fees				\$ 1,514.93
Total				\$ 14,139.34

Loop Trail and Trail Spur to Bluff Overlook				
General Conditions - 5%	1	LS	\$ 7,665.45	\$ 7,665.45
Site Preparation and Grading	1075	CY	\$ 45.00	\$ 48,375.00
Undercut and PGE	100	CY	\$ 55.00	\$ 5,500.00
Limestone Screening - 8' wide Trail at 6" Depth - 4842 LF	4304	SY	\$ 16.00	\$ 68,864.00
Limestone Screening - 8' wide Trail at 6" Depth - 715 LF	635	SY	\$ 16.00	\$ 10,160.00
Soil Erosion and Control Measures	4800	LF	\$ 2.25	\$ 10,800.00
Turf Grass w/ Blanket - 6' both side of trail	1.55	Acre	\$ 6,200.00	\$ 9,610.00
Sub-Total				\$ 160,974.45
Design Contingency (15%)				\$ 24,146.17
A/E Design and Permit Fees				\$ 22,214.47
Total				\$ 207,335.09
TOTAL OF ALL ITEMS				\$ 221,474.43

FUTURE PHASES - Additional Costs

Future Overlook Deck				
General Conditions - 5%	1	LS	\$ 3,666.25	\$ 3,666.25
Site Preparation and Grading	85	CY	\$ 45.00	\$ 3,825.00
Overlook Deck	1	LS	\$ 65,000.00	\$ 65,000.00
Soil Erosion and Control Measures	1	LS	\$ 1,500.00	\$ 1,500.00
Turf Grass w/ Blanket	500.00	S.Y.	\$ 6.00	\$ 3,000.00
Sub-Total				\$ 76,991.25
Design Contingency (15%)				\$ 11,548.69
A/E Design and Permit Fees				\$ 10,624.79
Total				\$ 99,164.73

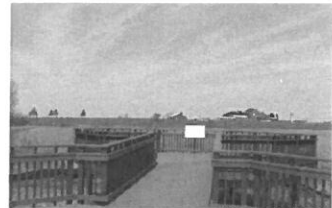
Future East Trail				
General Conditions - 5%	1	LS	\$ 4,187.81	\$ 4,187.81
Site Preparation and Grading	640	CY	\$ 45.00	\$ 28,800.00
Undercut and PGE	50	CY	\$ 55.00	\$ 2,750.00
Limestone Screening - 8' wide Trail at 6" Depth - 2865 LF	2550	SY	\$ 16.00	\$ 40,800.00
Soil Erosion and Control Measures	2865	LF	\$ 2.25	\$ 6,446.25
Turf Grass w/ Blanket - 6' both side of trail	0.80	Acre	\$ 6,200.00	\$ 4,960.00
Sub-Total				\$ 87,944.06
Design Contingency (15%)				\$ 13,191.61
A/E Design and Permit Fees				\$ 12,136.28
Total				\$ 113,271.95



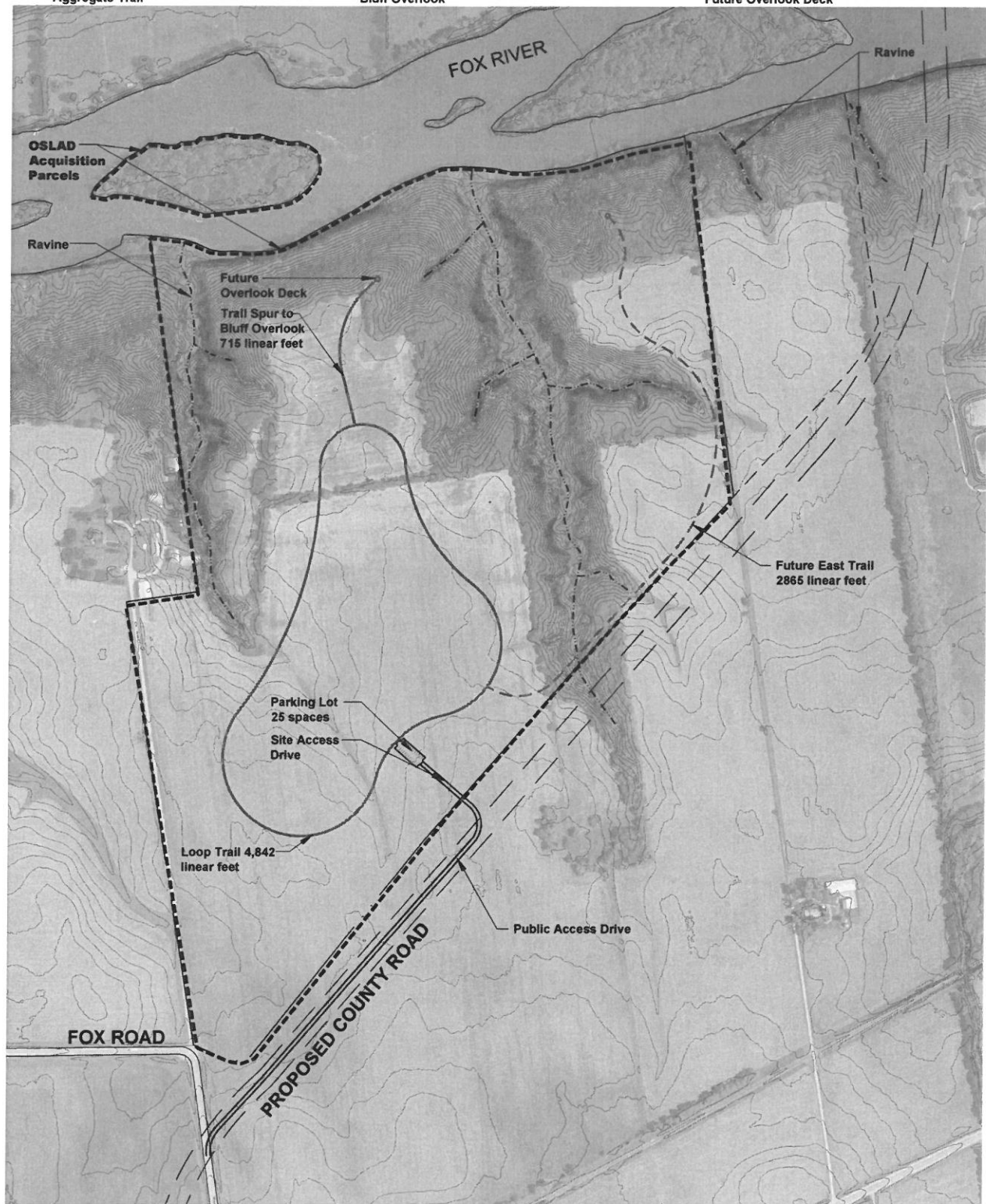
Aggregate Trail



Bluff Overlook



Future Overlook Deck



Kendall County Forest Preserve District Fox River Bluff

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Executive Director

RE: Little Rock Creek Forest Preserve – Letter of Intent to The Conservation Foundation

Date: February 20, 2018

During the Committee of the Whole meeting held on February 14, 2018, the Committee reviewed a draft letter of intent extending an offer to purchase 132.49 +/- acres known as the “Little Rock Creek Forest Preserve – Maramech Addition” from The Conservation Foundation.

The District has received a letter of notification to proceed from the Illinois Department of Natural Resources authorizing the District to proceed to extend an offer for the purchase of the property based on the certified fair market value of \$1.3M.

As part of the Letter of Intent, the District is required to include the required grant forms, including the Statement of Just Compensation, Waiver of Rights to Just Compensation, and Certification of Voluntary Transaction.

As part of this negotiated land purchase, The Conservation Foundation will donate 50% of the land value to the District, or \$650,000, which includes grant funding from the Illinois Clean Energy Community Foundation, donations from private individuals, and over \$7,500 in funding raised by the Forest Foundation of Kendall County.

Following approval, Assistant State’s Attorney Coffey will work to finalize the purchase contract, and the final purchase ordinance will be drafted for consideration at the March 6, 2018 Commission meeting. Per discussions, the District will extend an offer to The Conservation Foundation to cover the closing costs for the acquisition.

Recommendation:

Consider a motion to approve the Letter of Intent to Purchase 132.49± acres of property known as “Little Rock Creek Forest Preserve – Maramech Addition” from The Conservation Foundation, Naperville, Illinois for an amount not-to-exceed \$4,906.04 per acre, representing a total extended land value and cost of \$650,000.00, which sum represents 50% of the \$1,300,000.00 certified fair market valuation of the property, with the remaining 50% of the certified fair market valuation of \$650,000.00 to be donated to the Kendall County Forest Preserve District by The Conservation Foundation.



Illinois Department of Natural Resources

One Natural Resources Way Springfield, Illinois 62702-1271
www.dnr.illinois.gov

Bruce Rauner, Governor
Wayne A. Rosenthal, Director

February 16, 2018

Mr. David Guritz, Executive Director
Kendall County Forest Preserve District
110 W. Madison
Yorkville, IL 60560

Re: 17-00992 Little Rock Creek Acquisition
\$750,000.00

Dear Mr. Guritz:

Be advised that the appraisal staff of the Department of Natural Resources has completed its review of the appraisal report(s) submitted in conjunction with the above referenced project. The amount(s) listed below has (have) been determined to be the Certified Market Value(s) (C.M.V.) of the subject property.

PARCEL #	ACREAGE	CERTIFIED MARKET VALUE	APPRAISER
01-33-400-006	84.45	\$775,000.00	Mr. Kenneth F. Polach & Mr. Mark K. Polach
01-33-100-040 01-33-200-004 01-34-100-001 01-27-300-003	48.04	\$525,000.00	Mr. Kenneth F. Polach & Mr. Mark K. Polach

Please read the following acquisition instructions carefully. The procedures outlined have been developed in accordance with program regulations and must be adhered to in order to maintain eligibility for grant reimbursement.

The amount(s) specified above as the C.M.V. must be offered to the seller(s) in the form of a written offer/letter and accompanied by a properly completed "Statement of Just Compensation" form. The written offer/letter must, at a minimum include: a) the name of your agency, b) purpose of the acquisition, c) the general location of the property to be acquired, d) the C.M.V. of the property as established by the approved appraisal, and e) the name, address and phone number of the contact person for your agency.

The "Statement of Just Compensation" form must be completed to include the required site and C.M.V. information, and attached to the written offer/letter. These documents must then be transmitted to the seller(s) by either "Certified Mail Return Receipt Requested" or personal presentation. If presented in person, the seller must sign and date a copy of the written offer/letter acknowledging its receipt. If the seller is willing to accept less than C.M.V., the "Waiver of Rights to Just Compensation" form must be signed and completed by the seller. If the offer of C.M.V. is refused by the seller, attempts at a negotiated settlement may be pursued; **however, eminent domain (condemnation) proceedings SHOULD NOT be threatened or initiated until our office has approved such action.**

WITHIN 90 DAYS from the date of this letter, acquisition of the subject property (ies) should be completed at either (1) C.M.V. or (2) Negotiated Purchase or (3) Petition to Condemn the property (ies) has been filed. Once the project property has been acquired, the following documentation must be submitted to the Department as part of the Final Project Billing for grant reimbursement.

- A. Copy of recorded Warranty Deed ^(a) in case of negotiated purchase;
 - Copy of Title Insurance Policy showing fee simple title vested in the project sponsor and insured to the full value of the land and improvements thereon;
 - Executed "Title Affidavit" (form enclosed);
 - Copy of Acquisition Closing Statement;
- B. Copy of Petition to Condemn and Judgment Order (J.O.) ^(a) in case of condemnation;
- C. Copy of completed/signed "Statement of Just Compensation" form (enclosed) and, if applicable, "Waiver of Rights to Just Compensation" form;
- D. Copies of all canceled checks as evidence of payment;
- E. Copy of "final plat" map(s) (no larger than 11" X 17") for property (ies) acquired signed by local official certifying accuracy of map(s).
- F. Photograph of enclosed grant acknowledgment sign posted at the project site, preferably on the main park entrance sign.
- G. Completed "Billing Form" and "Billing Certification Statement",
- H. Completed "Parcel Tabulation" (enclosed); and
- I. Proof that archaeological survey, if required, has been conducted on project site and appropriate DNR/HPA sign-off obtained.

(a) *Note the enclosed deed restriction/covenant language that must be recorded with the deed/J.O. This could be in addition to the language shown in the Implementation and Billing Requirements*

All of the forms that are necessary to this acquisition can be found in the Implementation and Billing Requirements Packet that is Exhibit B1 of your grant agreement and can be found at:

<https://www.dnr.illinois.gov/AEG/Pages/OpenSpaceLandsAcquisitionDevelopment-Grant.aspx>

Best of luck with your negotiations. If you have any questions regarding these procedures, please do not hesitate to contact me at 217/782-7481.

Sincerely,



Kathy Barker
Senior Grant Administrator
Division of Grant Administration

cc: Laura Stuart

Enclosures: Notice of Deed Use Restriction/Covenant language
LWCF grant sign

Historic and Natural Resources Preservation Covenant
For 135 acres of
Little Rock Creek Acquisition – Maramech Addition
By the Forest Preserve District of Kendall County

In consideration of acceptance of the Illinois Department of Natural Resources LWCF Grant by the Forest Preserve District of Kendall County for acquisition of a parcel of land of about 135 acres (legal description attached as Appendix A) and herein referred to as Little Rock Creek Acquisition – Maramech Addition, the Forest Preserve District of Kendall County agrees to the following:

1. Grantee shall fully comply with all applicable state and federal laws, including but not limited to the Illinois State Agency Historic Resources Preservation Act (20 ILCS 3420, et seq.), the Natural Areas Preservation Act (525 ILCS 30/1 et seq.), the Endangered Species Protection Act (520 ILCS 10/1 et seq.), the Illinois Interagency Wetland Policy Act of 1989, the Human Skeletal Remains Protection Act (20 ILCS 3440), and Section 106 of the National Historic Preservation Act of 1966, as amended (36 CFR Part 800.4).
2. No construction, alteration, or disturbance of the ground surface or structure older than 50 years shall be undertaken or permitted to be undertaken on the aforesaid 135 acres of the Little Rock Creek Acquisition – Maramech Addition without the express prior written permission of the Illinois Department of Natural Resources, Comprehensive Environmental Review Program who may require archaeological or environmental surveys and/or site or structure mitigation prior to any undertaking.
3. The Illinois Department of Natural Resources and the Illinois Historic Preservation Agency shall be permitted at all reasonable times to inspect the aforesaid property in order to ascertain if the above conditions are being observed.
4. In the event of a violation of this covenant, and in addition to any remedy now or hereafter provided by law, the Illinois Department of Natural Resources may, following reasonable notice to the Grantee, institute suit to enjoin said violation or to require the restoration or mitigation of natural resources or archaeological sites or structures disturbed by construction, alteration, or disturbance of the ground surface or structure older than 50 years.
5. The Grantee agrees that the Illinois Department of Natural Resources may, at its discretion and without prior notice to the Grantee, convey and assign all or part of its rights and responsibilities contained herein to a third party.
6. This covenant is binding on the Grantee, its successors and assignees in perpetuity. Restrictions, stipulations, and covenants contained herein shall be inserted by the Grantee verbatim or by express reference in any deed or other legal instrument by which it divests itself or either the fee simple title or any other lesser estate in these 135 acres of the Little Rock Creek Acquisition – Maramech Addition.
7. The failure of the Illinois Department of Natural Resources to exercise any right or remedy granted under this instrument shall not have the effect of waiving or limiting the exercise of any other right or remedy or the use of such right or remedy at any other time.

This covenant shall be a binding servitude upon these 135 acres of the Little Rock Creek Acquisition – Maramech Addition and shall be deemed to run with the land, and the acceptance of this conveyance by the Forest Preserve District of Kendall County shall constitute evidence that the Forest Preserve District of Kendall County agrees to be bound by the foregoing conditions and restrictions and to perform the obligations herein set forth.

KENDALL COUNTY FOREST PRESERVE DISTRICT

HISTORIC KENDALL COUNTY COURTHOUSE

110 WEST MADISON STREET

YORKVILLE, IL 60560

February 20, 2018

Rachel K. Robert
Day Robert & Morrison, P.C.
300 East 5th Avenue
Suite 365
Naperville, Illinois 60563

Re: Project #17-00992: Little Rock Creek – Maramech Addition (the “Property”)
Kendall County, Illinois

Property Index Numbers 01-33-400-006 (84.45-acres) (Full Parcel)
01-33-100-040 and 01-33-200-004 (48.0376-acres) (Partial acquisition of two
parcels)

Dear Ms. Robert:

The purpose of this Letter of Intent is to outline the basis upon which the Kendall County Forest Preserve District ("Purchaser") is prepared to purchase the above-referenced property from the owner and record title holder ("Seller").

The principal terms of the transaction, and the principal conditions to closing, are as follows:

1. **The Property:**

132.49 +/- acres

1. Property Index Numbers 01-33-400-006 (Full - 84.45-acres)
2. 01-33-100-040 (portion) and 01-33-200-004 (portion)
(48.0376 combined acres representing partial acquisition of two parcels)

2. **Interest to be Conveyed:**

One hundred percent fee simple interest.

3. **Purchase Price:**

The certified fair market value for the Property is \$1,300,000. The purchase price for the Property is fifty percent of the average total land value of \$9,812.24 per surveyed acre, or \$650,000.00.

4. **Title/Survey:**

Seller will convey title by Special Warranty Deed subject to (1) real property taxes and assessments not then due and payable, (2) applicable zoning ordinances and regulations, (3) easements, covenants and conditions of record, approved by Purchaser in its reasonable discretion. Title shall be evidenced by a commitment issued by First American Title Insurance Company, a nationally recognized title company ("Title Company") selected by Purchaser and reasonably satisfactory to Seller. Copies of all restrictions, easements and other matters of record affecting title to the Property, as well as a current boundary survey of the Property certified to Purchaser, will be provided to Seller at least ten (10) days prior to expiration of Purchaser's due diligence period. The premium for a basic boundary title insurance policy with extended coverage and the cost of the survey will be paid by Purchaser; Purchaser shall pay for any further endorsements Purchaser may require.

5. **Purchase and Sale Agreement:**

The final draft of a sale agreement has been prepared for presentation to the Board of Commissioners of the Kendall County Forest Preserve District for its consideration on March 6, 2018 at 6:00 pm. Presentation to the Board of Commissioners for consideration for approval is contingent upon the District's receipt of signed original copies of this Letter of Intent, the Statement of Just Compensation Form, the Waiver of Rights to Just Compensation Form, the enclosed Voluntary Transaction Form by the District. The Effective Date shall be the date the Purchase and Sale Agreement is fully executed by both parties.

6. **Condition of Property:**

Purchaser shall accept the Property (including without limitation the land, and building located thereon) in its "as is" condition without representation or warranty. If, by the end of such due diligence period as is provided by the Purchase and Sale Agreement, Purchaser is not willing to accept the Property in its "as is" condition, Purchaser's sole remedy shall be to terminate the Purchase and Sale Agreement by written notice to Seller.

7. **Due Diligence:**

(a) Purchaser shall at its expense commence due diligence (including without limitation undertaking such Phase I environmental assessment as Purchaser may require) immediately following the Effective Date. Seller will cooperate to the extent reasonably required in making all requested information available to Purchaser. Based on the results of this due diligence investigation, Purchaser may terminate the Purchase and Sale

Agreement at any time within forty-five (45) days following the Effective Date by giving written notice to Seller prior thereto.

(b) Seller shall allow Purchaser access to the Property without charge and at all reasonable times following the Effective Date for the purpose of Purchaser's reasonable investigation and testing of the same. All such investigation and testing shall be performed by companies approved in writing by Seller, such approval not to be unreasonably withheld. Purchaser shall pay all costs and expenses of such investigation and testing and shall indemnify and hold Seller and the Property harmless from and against all costs and liabilities relating to Purchaser's activities. Purchaser shall further repair and restore any damage to the Property caused by or occurring during Purchaser's testing and return the Property to substantially the same condition as existed prior to such entry. Prior to entry upon the Property, Purchaser shall deliver to Seller a certificate of insurance satisfactory to Seller evidencing adequate liability insurance coverage.

8. **Prorations:**

Real estate taxes (to be re prorated on the basis of 105 percent of the most recent ascertainable tax bill, and to be re prorated after closing) and all other sums normally prorated in connection with the conveyance of real property in Kendall County, Illinois shall be prorated effective as of the date of closing.

9. **Brokers:**

Purchaser and Seller represent and warrant to each other that they have dealt with no real estate broker or agent in connection with this transaction and that no broker or agent is entitled to any commission on a transaction resulting from this Letter of Intent.

10. **Closing Date:**

The sale will be closed on the first business day that is sixty (60) calendar days following the Effective Date, or such earlier date as to which the parties may agree in writing, in Aurora, Illinois, at the offices of the First American Title Insurance Company.

11. **Board of Commissioners Approval:**

The Purchase and Sale Agreement shall be subject to and conditioned upon written approval thereof by the Board of Commissioners of Purchaser, such approval to be obtained no later than sixty (60) days following full execution and delivery by Seller and Purchaser of the Purchase and Sale Agreement.

The transaction contemplated herein is subject to the negotiation, approval and execution of a mutually-satisfactory Purchase and Sale Agreement and all other documents necessary and appropriate to accomplish the transactions contemplated herein. Until a Purchase and Sale Agreement is executed, neither party shall have any legal duty or obligation to the other, it being expressly understood that either party may discontinue negotiations and cancel this Letter of Intent at any time. This Letter of Intent shall be governed by the laws of the State of Illinois.

A duplicate original of this letter, duly executed by Seller, shall be delivered to Purchaser to the attention of David Guritz, Forest Preserve Director, 110 West Madison Street, Yorkville, Illinois 60560, by 4:30 P.M. Central Standard Time, Friday, February 27, 2018; otherwise, at Purchaser's option, this letter shall be deemed withdrawn by Purchaser.

Sincerely,

By: _____

Acknowledged and Agreed to:

Seller(s):

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Project #17-00992: Little Rock Creek Acquisition-

Parcel # 01-33-400-006 (84.45-acres) (Full Parcel)

County: Kendall County, Illinois

01-33-100-040 and 01-33-200-004 (48.0376-acres) (Partial acquisition of both parcels)

The Conservation Foundation 10S404 Knoch Knolls Road
Naperville, Illinois 60565

Kendall County, Illinois - Little Rock Township

In compliance with Sec. 301 of the federal Relocation Assistance & Real Property Acquisition Policies Act (P.L. 91-646, 49 CFR 24) and/or the Illinois Displaced Persons Relocation Act (310 ILCS 40 et.seq.), the following summary has been prepared to fully inform you, the seller, of the details of the acquisition of (a portion of) your property for purposes. *The legal description of the parcel to be acquired is attached hereto.*

1. **Existing Property:**

Total Size/Area: 293.00-acres (acres/sq. ft.) more or less.

Highest and Best Use as appraised: \$ Agricultural Use

Certified Market Value of Entire Property* \$775,000.00 (full parcel) + 2,925,000.00 (partial parcels)

* Certified Market Value of Entire Property is based upon a State-approved appraisal and is not less than the appraiser's opinion of certified market value which was determined after a personal inspection of your property, at which time you or your representative were given the opportunity to accompany the appraiser. The appraisal takes into consideration the location of your property, its highest and best use, current land sales of properties similar to your property and other indicators of values as may be necessary, i.e.:

\$775,000.00 Proposed full parcel acquisition - 84.45 acres 01-33-400-006

\$2,925,000.00 consists of 208.55 total acres and includes full parcel numbers 01-33-100-040;

01-33-200-004; 01-34-100-001, and 01-27-300-003 - 48.0376-acres proposed partial parcel acquisition

2. Land to be Acquired:

Estate or Interest to be acquired:

Total Land Areas to be acquired:	132.4876 total acres	(acres/sq. ft.)
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3. **Major Improvements and All Fixtures to be acquired:**

4. Compensation for Property Acquired: \$ 9,812.24 per acre per acres/sq.ft.

Certified Market Value, including all improvements, as part of the Whole Property: \$ 1,300,000.00

Damage to the remaining property as a result of the acquisition:	\$ 0.00
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Total compensation for the property acquired:	\$ 1,300,000.00
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5. **Other Consideration:**

(_____)

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Total Other Consideration:

§

6. **Total Just Compensation for Entire Acquisition:** \$ 1,300,000.00

(includes all interests in the land required for the proposed public project, and damage to the remaining property, if any)

Any increase or decrease in the market valuation caused by the public improvement or project for which property is to be acquired, or by the likelihood that the property would be acquired for such improvement or project, other than that due to physical deterioration within the reasonable control of the owner, has been disregarded in making the determination of just compensation.

STATEMENT OF JUST COMPENSATION
SUMMARY OF PROPERTY ACQUISITION AND OFFER TO PURCHASE
(continued)

Project #17-00992: Little Rock Creek Acquisition-
 PROJECT NAME: Maramech Addition County: Kendall County, Illinois

Parcel # 01-33-400-006 (84.45-acres) (Full Parcel)
01-33-100-040 and 01-33-200-004 (48.0376-acres) (Partial acquisition of both parcels)

You may wish to retain and remove some, or all, of the improvements included in the acquisition. If so, the following owner-retention values have been established for the improvements listed above in Item 3, and the total of the owner-retention values for the improvements retained will be deducted from the total compensation.

<u>IMPROVEMENT</u>	<u>OWNER-RETENTION VALUE</u>
None.	\$
	\$
	\$

NOTE: Any agreement to retain such improvements does not convey with it a permit to move the improvements on, or over any State highway. It is suggested that you contact the Illinois Dept. of Transportation district office nearest you for information regarding application for a permit if one is needed.

On behalf of the Kendall County Forest Preserve District I hereby offer the property
determined as the Certified market value by
 owner the total sum of \$1,300,000.00 (One-million three hundred thousand dollars)
 independent appraisal, for the property described on the attached instrument(s), free and clear of all claims
 of other parties, liens, taxes and encumbrances.

PRESENTED BY: Judy Gilmour, President
 (Chief Elected Official)

(Signature)

DATE: February 20, 2018

STATEMENT OF OWNER

I have read the preceding summary describing how this appraised value was established and was offered the stated value of \$ \$1,300,000.00. I further state that:

- There are no persons living on the property.
- There are no businesses being conducted on the property by others.
- The following persons are living or conducting business on the property (including owner if in occupancy). Give name and address:

The Conservation Foundation will donate 50% of the stated certified fair market value to the Kendall County Forest Preserve District. The land value of the donation per the stated certified fair market value is \$650,000.00.

Signed: _____

Address: _____

Owner or Representative

Please note that the signing of this statement by the owner (or representative) DOES NOT constitute an acceptance of the herein stated offer to purchase.

Waiver of Rights to Just Compensation

PROJECT NAME: Project #17-00992: Little Rock Creek - Maramech Addition

Parcel #: Full parcel (88.45 acres) 01-33-400-006; Partial parcels (48.0376 acres) 01-33-100-040, 01-33-200-004,

County: 01-34-100-001 and 01-27-300-003

Kendall County, Illinois

I, Brook McDonald, President and CEO of The Conservation Foundation
(Seller / Grantor), have been informed of all my rights and benefits under the federal "*Uniform Relocation Assistance and Real Properties Acquisition Policy Act of 1970*", as amended, and/or the Illinois Displaced Persons Relocation Act and have been provided with a "Statement of Just Compensation" and a written "Offer to Purchase" on the subject property for the appraised value of \$ 1,300,000.00 (amount). Of my own choice, I have elected to accept an amount

less than the specified appraised Certified market value for the following reason(s):

The Conservation Foundation will donate 50% of the certified fair market value for the Little Rock Forest Preserve. The Conservation Foundation has received matching-grant funding and private donations to support this acquisition project.

(Signature of Seller/Grantor)

(Date)

***CERTIFICATION
OF
VOLUNTARY TRANSACTION INVOLVING LAND SALE***

This is to confirm and certify that I/We the seller(s) has freely offered and agreed to sell the land described on the attached to the Kendall County Forest Preserve District at a mutually acceptable and negotiated price of \$ 650,000.00. No action was taken on the part of the Kendall County Forest Preserve District to in any way force this sale and I/We the seller(s) understood and were advised by the Kendall County Forest Preserve District that *eminent domain* proceedings would not be pursued if we (*the buyer and seller*) failed to reach an amicable negotiated purchase price for said property.

It is further acknowledged that the herein stated negotiated purchase price is not based upon value established through an independent appraisal reviewed and approved by the Illinois Department of Natural Resources for the said property.

seller(s) or authorized agent

Brook McDonald, The Conservation Foundation - President and CEO
printed/typed name

10S404 Knoch Knolls Road
address

Naperville, Illinois 60565
city, state & zip code

date

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Executive Director

RE: Chamlin & Associates – Proposal to Develop Rights-of-Way Legal Descriptions for Fox River Drive and Griswold Springs Road at Maramech Forest Preserve

Date: February 20, 2018

During the Committee of the Whole meeting held on February 14, 2018, the Committee reviewed a proposal from Chamlin & Associates, Inc. to complete legal descriptions for the rights-of-way for Fox River Drive and Griswold Springs Road at Maramech Forest Preserve. Funding of this proposal will provide the legal descriptions for the rights-of-way at Maramech which will be exempted from the conservation covenants the District is required to file on the land titles for both Little Rock Creek and Maramech Forest Preserves.

The Chamlin & Associates revised proposal and cost of \$880.00 has been received, and is attached to this report.

Recommendation:

Consider a motion to approve a proposal from Chamlin & Associates, Inc. for the completion of legal descriptions for those portions of District-owned property at Maramech Forest Preserve located within the Rights-of-Way of Fox River Drive and Griswold Springs Road in the amount of \$880.00

February 15, 2018

Dave Guritz, Director
KCFPD
110 W. Madison Street
Yorkville, IL 60560

RE: Revised Proposal
Preparation of Legal Descriptions of Right-of-Way Areas
Maramech Forest Preserve

Dear Mr. Guritz;

Thank you for contacting us to provide a quote for the work involved with developing two legal descriptions of the existing right-of-way areas within the Maramech Forest Preserve property limits.

Our quote is based on the following:

1. Road right-of-ways involved are along Griswold Springs Road & Fox River Road;
2. Plat of Survey dated October 14, 1999 prepared by Chamlin & Associates, Inc. will be used as the basis of the legal descriptions;
3. Right-of-Way Plats provided as a part of the improvements under Section 04-00076-00-SP for Kendall County Highway Department will be incorporated into the original Plat of Survey to produce the legal descriptions;
4. Preparation of two legal descriptions;
5. Work to be completed within two weeks of the date of acceptance of this proposal.

The cost to perform this work is \$880.00.

This quote does not include the following:

6. Field Survey work to locate existing property monumentation;
7. Field Survey work to install right-of-way limits monumentation;
8. Preparation of Exhibits;
9. Attendance of meetings. Attendance at meetings, if required, will be provided on an hourly basis as outlined on the 2017 Rate Schedule.
10. Additional services requested by the Client or any services beyond the scope of work outlined above, will be provided on an hourly basis as outlined on the 2017 Rate Schedule or a mutually agreed lump sum fee.

PERU OFFICE:

JAMES K. CLINARD, S.E., P.E. • MICHAEL W. PERRY, P.E. • KEVIN W. HEITZ, P.E., P.L.S.
DEAN A. CHALKEY, C.F.M. • DON W. BIXBY, P.E. • ADAM OSSOLA, S.E., P.E. • MICHAEL S. RICHETTA, P.L.S. • SCOTT M. SPAYER, P.L.S.

MORRIS OFFICE:

GUY R. CHRISTENSEN, P.E. • RYAN E. HANSEN, P.E. • MICHAEL E. FARRELL, P.L.S.
TIMOTHY R. HEJNY, P.E. • CASEY J. McCOLLOM, P.E. • ROBERT T. SCHMUDE, P.E.

Revised Proposal for Preparation of Legal Descriptions of Right-of-Way Areas
February 15, 2018
Page 2

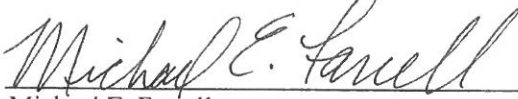
Hourly Rates:

The hourly rates itemized on the enclosed schedule shall remain in effect until March 31, 2018. In the event that services of the engineer extends beyond this date, the hourly rates will be adjusted yearly by addendum to the agreement to compensate changes in the salary structure of the engineer that are in effect at that time. Hourly rates will apply for all meeting attendance, and work outside the scope of this scope of services.

If this proposal meets your approval, please sign and return one copy at your earliest convenience.

Submitted by:

CHAMLIN & ASSOCIATES, INC.


Michael E. Farrell

DATE: February 15, 2018

Accepted by:

Kendall County Forest Preserve District

Dave Guritz, Director

DATE: _____

Enclosure



HOURLY RATE SCHEDULE
April 1, 2017 thru March 31, 2018

Principal	\$ 138.00 /Hr.
Structural Engineer	138.00 /Hr.
Project Engineer	126.00 /Hr.
Professional Land Surveyor	108.00 /Hr.
Engineer	102.00 /Hr.
Sr. Project Manager	120.00 /Hr.
Project Manager	106.00 /Hr.
Instrument Operator	100.00 /Hr.
Engineer in Training (EIT)	98.00 /Hr.
Designer	92.00 /Hr.
Chief Engineering Aide	106.00 /Hr.
Sr. Engineering Aide	88.00 /Hr.
Engineering Aide	78.00 /Hr.
Draftsman	72.00 /Hr.
Sr. Party Chief	94.00 /Hr.
Party Chief	82.00 /Hr.
Inspector	92.00 /Hr.
Rodman	46.00 /Hr.
Admin. Support Staff	40.00 /Hr.
Vehicle & Standard Survey Equipment	8.00 /Hr.
Vehicle & Total Station	18.00 /Hr.
GPS & Vehicle	38.00 /Hr.
Inspection Vehicle	6.00 /Hr.
Mileage	0.50 /Mi.
Computer & Plotter	15.00 /Hr.
ATV Rental	20.00 /Hr.

The hourly rates itemized above shall be effective the date the parties, upon entering an agreement, have affixed their signatures and shall remain in effect until March 31, 2018. In the event that services of the engineer extend beyond this date, the hourly rates will be adjusted yearly by addendum to the agreement to compensate for increases or decreases in the salary structure of the engineer that are in effect at that time.

3017 Fifth Street
Peru, IL 61354
(815) 223-3344
(815) 223-3348 - Fax
engineering@chamlin.com

221 W. Washington Street
Morris, IL 60450
(815) 942-1402
(815) 942-1471 - Fax
morrisoffice@chamlin.com

Re: Spring Public Program Budget: Fees and Charges
13-Feb-18

[illegible]

Kendall County Forest Preserve District

2018 Spring Programs

To register and pay* for a program:

Call 630-553-4025 or email
rantrim@co.kendall.il.us

*Payment required at time of registration

For additional information
on a program:

Call 630-553-2292
or email
edombrowski@co.kendall.il.us

*If a class does not meet its minimum enrollment, it will be cancelled at least two days prior to the event. Early registration prevents cancelled classes!

Spring Break Camps

Amazing Animals

Ages: 4-6

Date & Time: March 26-28, 9 am-12 pm

Location: Hoover Forest Preserve

Price: \$80

If your camper loves animals, they will love this camp. Animal lovers will get a closer look at the animals that call Illinois their home through games, hands-on activities, and crafts. Campers will get the opportunity to meet some of these native animals.

Full STEAM Ahead

Ages: 7-9

Date & Time: March 26-28 1-4 pm

Location: Hoover Forest Preserve

Price: \$80

This camp will enhance the problem solving skills of your curious explorer using fun, hands-on, STEAM based activities. Each day will include different science, technology, engineering, art, math and team building activities.

*Registration forms and additional information can be found online at kendallforest.com

March

10— Making Maple Magic

Ages: All Ages

Location: Hoover Forest Preserve
Meadowhawk Lodge

Time: 9:30-11:30 am

Price: \$7 per person— **Register by March 6**

Take a guided hike through the woods at Hoover Forest Preserve to learn all about the basics of making maple syrup. After the hike, enjoy a pancake breakfast with real maple syrup!

21—Toddling Naturalist— Wonderful Worms

Ages: 1-3 years old plus caregiver

Location: Hoover Forest Preserve
Meadowhawk Lodge

Time: 10-11 am

Price: \$5 per child— **Register by March 19**

In this program geared for 1-3 year olds, we will explore the natural world through a variety of activities. Each monthly program includes a combination of nature hikes, stories, songs, games, or crafts.

23—Babes in the Woods— Spunky Skunks

Ages: 4-6 years old plus caregiver

Location: Harris Forest Preserve
Shelter 4

Time: 1-2 pm

Price: \$5 per child— **Register by March 21**

In this hour-long program for 4-6 year olds, children will discover the wonders of nature through stories, nature hikes, crafts, songs, or games. Every month we will explore a different theme.



April

7—Women in the Wild

Ages: 18+

Location: Richard Young Forest Preserve

Time: 10-11 am

Price: \$5 per person— **Register by April 5**

Think Spring! Join us for a women's only spring wildflower hike. Accompany our knowledgeable and enthusiastic staff on a spring amble through Richard Young and Lyon Forest Preserve.

18—Toddling Naturalist— Spring Wildflowers

Ages: 1-3 years old plus caregiver

Location: Hoover Forest Preserve

Eagle's Nest Pavilion

Time: 10-11 am

Price: \$5 per child— **Register by April 16**

In this program geared for 1-3 year olds, we will explore the natural world through a variety of activities. Each monthly program includes a combination of nature hikes, stories, songs, games, or crafts.

20—Babes in the Woods— Spring Wildflowers

Ages: 4-6 years old plus caregiver

Location: Hoover Forest Preserve

Eagle's Nest Pavilion

Time: 1-2 pm

Price: \$5 per child— **Register by April 18**

In this hour-long program for 4-6 year olds, children will discover the wonders of nature through stories, nature hikes, crafts, songs, or games. Every month we will explore a different theme.

23—Eco Art for Kids

Ages: 6-10 years old

Location: Hoover Forest Preserve

Eagle's Nest Pavilion

Time: 4:30-6 pm

Price: \$5 per child— **Register by April 19**

Art is all around us! These classes will engage young artists of all skill levels with the natural world while helping them appreciate art and nature in a whole new way. We will focus on a different art project each season.

May

19— Safari Saturdays

Ages: 8-12 years old

Location: Hoover Forest Preserve

Eagle's Nest Pavilion

Time: 2-4 pm

Price: \$5 per person— **Register by May 17**

During Safari Saturdays, we will trek through Hoover in a safari style exploration for signs of wildlife. You never know what animal or unique plant you will find on the trail while out and about. We will look for tracks, scats and other evidence wildlife has left behind.

23—Toddling Naturalist— Gardening

Ages: 1-3 years old plus caregiver

Location: Hoover Forest Preserve

Eagle's Nest Pavilion

Time: 10-11 am

Price: \$5 per child— **Register by May 21**

In this program geared for 1-3 year olds, we will explore the natural world through a variety of activities. Each monthly program includes a combination of nature hikes, stories, songs, games, or crafts.

25—Babes in the Woods— Gardening

Ages: 4-6 years old plus caregiver

Location: Hoover Forest Preserve

Eagle's Nest Pavilion

Time: 1-2 pm

Price: \$5 per child— **Register by May 23**

In this hour-long program for 4-6 year olds, children will discover the wonders of nature through stories, nature hikes, crafts, songs, or games. Every month we will explore a different theme.

To register and pay* for a program:

Call 630-553-4025 or email
rantrim@co.kendall.il.us

*Payment required at time of registration

For additional information on a program:

Call 630-553-2292
or email edombrowski@co.kendall.il.us

*If a class does not meet its minimum enrollment, it will be cancelled at least two days prior to the event. Early registration prevents cancelled classes!

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Executive Director

RE: Promotional Discount for 2018 Ellis House Weddings and Special Events

Date: February 20, 2018

During the Committee of the Whole meeting held on February 14, 2018, the Committee reviewed a proposal for a promotional discount of \$500.00 for 2018 Ellis House Weddings and Special Events contracted between February 20, 2018 and July 31, 2018.

District staff will offer the discount using social media channels and other advertising platforms utilizing a promotional code to track program participation.

The offer will expire on July 31, 2018, and cannot be applied to existing event contracts.

Recommendation:

Consider a motion to approve a promotional discount of \$500.00 for 2018 special event rentals at Ellis House and Equestrian Center, subject to date availability and presentation of a promotional tracking code, for events contracted during the promotion period beginning February 21, 2018 and ending July 30, 2018.

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Executive Director

RE: Forest Foundation of Kendall County – Request to Complete and Install Amenities and Host Related Events at the Little Rock Creek and Fox River Bluffs Forest Preserve

Date: February 20, 2018

During the Forest Foundation of Kendall County meeting of the Board of Trustees held on February 15, 2018, the Board reviewed correspondence with the Illinois Clean Energy Community Foundation inviting the Forest Foundation to participate in the 2018 Amenities and Events grant program.

Through this grant program, the Illinois Clean Energy Community Foundation awards up to \$5,500 in funding to not-for-profits working to support trail head improvements within nature preserves, and support related community events.

The Foundation's applications will pursue funding for trail head improvements at Fox River Bluffs and Hoover Forest Preserve including installation of interpretive and donor acknowledgement signs at Fox River Bluffs, and support of Phase II improvements at the Hoover Nature Playspace, with additional funds applied towards the Fox River Bluffs preserve opening event, and support of the Hoover Winter Fest in 2019 which will connect into the Hoover Forest Preserve community restoration project under a separate grant from the Illinois Clean Energy Community Foundation.

Recommendation:

Consider a motion to approve a request from the Forest Foundation of Kendall County to allow the Foundation to complete grant-funded improvements and host special events at Hoover Forest Preserve and Fox River Bluffs Forest Preserve.

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Executive Director

RE: Forest Foundation of Kendall County – Request to Complete and Install Amenities and Host Related Events at the Little Rock Creek and Fox River Bluffs Forest Preserve

Date: February 20, 2018

During the February 14, 2018 Committee of the Whole meeting, the Committee reviewed a proposal from Scott Kobal of Wheaton, Illinois to complete floristic quality inventories at Henneberry Woods Forest Preserve and Reservation Woods, with additional support for plants-of-concern relocation efforts for Maramech Forest Preserve.

The Forest Foundation of Kendall County will reimburse the District for \$2,000 out of the \$2,500 cost for the studies, which will be supported by a private donation to the Foundation.

Floristic quality studies help document the plant communities found in preserve areas, which informs restoration project and planting efforts, and supports efforts to secure outside funding for habitat enhancement and wildlife conservation projects.

Recommendation:

Consider a motion to approve a proposal from Scott Kobal of Wheaton, Illinois for completion of floristic quality inventories at Henneberry Forest Preserve and Reservation Woods, and plants-of-concern locating at Maramech Forest Preserve, for an amount not-to-exceed \$2,500.00.

November 1, 2017

Mr. David Gurtiz

Director – Kendall County Forest Preserve District

RE: Proposal for Inventory and Assessment of Henneberry Forest Preserve in 2018

During the 2018 growing season I will inventory the 121 acres of the Henneberry Woods Forest Preserve in Kendall County (that is not currently in agriculture) for its vascular flora. This will involve visiting the site during the growing season to ensure that species with different phenologies are accurately identified and recorded. From these inventories a species list will be generated that will calculate the Floristic Quality of the site.

In addition to the inventory list I will describe the various plant communities at Henneberry Woods Forest Preserve and record any regionally rare and state listed species that are encountered and make recommendations for monitoring rare plant species on the site through the Chicago Botanic Gardens' Plants of Concern Monitoring Program. The nearby Reservation Woods parcel will also be checked to look at the general condition of the site and see if any of the rare species are still present from the flora list compiled in 1991.

Also, I will collect specimens and voucher plant species not known from Kendall County (using the 2017 Flora of the Chicago Region) and deposit these specimens at the Morton Arboretum Herbarium.

Lastly, I will assist staff in locating some rare species at Maramech Woods Nature Preserve for the purpose of Kendall County Forest Preserve Districts' GIS/GPS efforts.

As mentioned earlier, this will involve floral inventories and inspection of the site during the 2018 growing season, data entry and analysis of Floristic Quality information and writing up a final report that will be delivered to the Kendall County Forest Preserve District by November 1, 2018.

The total cost for the projects described above and report will be \$2,500.00.

Please let me know if you have any questions or if I can provide any further information.

Thank you.

Scott N. Kobal

26W121 Durfee Road

Wheaton, IL 60189-7867