

Vendor#	Name	Invoice #	Description	Date	Budget #	Account Description	Dist Amount
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## FOREST PRESERVE EXPENDITURE:

[illegible]

Vendor#	Vendor Name	Invoice #	Description	Date	Budget #	Account Description	Dist Amount
274 030905	CHUBB & SONS, INC.	9907-83-03	ELLIS-INS RENEWAL '18	08/21/18	27020006838	INSURANCE REIMB	1,009.00 1,009.00*
275 060304	FIRST NATIONAL BANK OMAHA	8/2/18:DG	WEDDING PAGES	08/21/18	27020006843	PROMOTION/PUBLICITY	250.00
276 190816	SHAW MEDIA	1533742	WEB-MAY 2018 & MISC;	08/21/18	27020006843	PROMOTION/PUBLICITY	59.99 ***
277 190816	SHAW MEDIA	1533742	WEB-MAY 2018 & MISC;	08/21/18	27020006843	PROMOTION/PUBLICITY	277.16 ***
278 190816	SHAW MEDIA	1534051	GRUNDY AD	08/21/18	27020006843	PROMOTION/PUBLICITY	675.00 ***
279 190816	SHAW MEDIA	7/31/18	WEB HOST-PUBLIC NOTI	08/21/18	27020006843	PROMOTION/PUBLICITY	120.13 1,382.28*
<b>Total FOREST PRESERVE EXPENDITURE</b>							<b>3,879.10*</b>
280 031510	COMMONWEALTH EDISON	7/16/18:EL	ELLIS HOUSE	08/21/18	27021007076	UTILITIES - ELLIS HOUSE	504.37
281 060304	FIRST NATIONAL BANK OMAHA	8/2/18:DG	EL - AT&T	08/21/18	27021007076	UTILITIES - ELLIS HOUSE	112.00 616.37*
282 060304	FIRST NATIONAL BANK OMAHA	8/2/18:MV	OFFICE SUPPLIES	08/21/18	27021007077	OFFICE SUPPLIES & POSTAGE	110.47 110.47*
283 010452	ADS, INC	SI-488843	ALARM REPAIR	08/21/18	27021007080	GROUND & MAINT - ELLIS H	387.50
284 020172	BARRETT'S ECOWATER	7/23/18:EL	ELLIS-WATER	08/21/18	27021007080	GROUND & MAINT - ELLIS H	25.00
285 060304	FIRST NATIONAL BANK OMAHA	8/2/18:TV	OFFICE SUPPLIES	08/21/18	27021007080	GROUND & MAINT - ELLIS H	142.13
286 110530	KENDALL PLUMBING & HEATING	18027437	ELLIS-AIR COND REPAI	08/21/18	27021007080	GROUND & MAINT - ELLIS H	914.00
287 130506	MENARDS	24200	ELLIS SUPPLIES	08/21/18	27021007080	GROUND & MAINT - ELLIS H	84.05 1,552.68*
<b>Total ELLIS HOUSE</b>							<b>2,279.52*</b>
288 060304	FIRST NATIONAL BANK OMAHA	8/2/18:MV	TIRES-BARN CART	08/21/18	27021017080	GROUND & MAINT - ELLIS B	12.78
289 101297	JOHN DEERE FINANCIAL	8/1/18:DEERE	ELLIS SUPPLIES	08/21/18	27021017080	GROUND & MAINT - ELLIS B	117.82
290 130506	MENARDS	23407	ELLIS SUPPLIES	08/21/18	27021017080	GROUND & MAINT - ELLIS B	62.05 192.65*
<b>Total ELLIS BARN</b>							<b>192.65*</b>
291 060304	FIRST NATIONAL BANK OMAHA	8/2/18:MV	EL-TRAILER REPAIR	08/21/18	27021027080	GROUND & MAINT - ELLIS G	26.60
292 071807	GRAINCO F.S. INC	78012333	ELLIS SUPPLIES	08/21/18	27021027080	GROUND & MAINT - ELLIS G	191.55
293 101297	JOHN DEERE FINANCIAL	8/1/18:DEERE	ELLIS MAINT SUPPLIE	08/21/18	27021027080	GROUND & MAINT - ELLIS G	437.62
294 230146	WALDEN'S LOCK SERVICE	7/31/18	ELLIS-KEYS	08/21/18	27021027080	GROUND & MAINT - ELLIS G	34.12 689.89*
<b>Total ELLIS GROUNDS</b>							<b>689.89*</b>
295 101300	JOHN RYAN HORSESHOEING	7/25/18:ELLIS	ELLIS-VET CARE	08/21/18	27021107084	VET & FARRIER - ELLIS CAM	30.00 30.00*

# COMBINED Claims Listing

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Vendor#	Name	Invoice #	Description	Date	Budget #	Account Description	Dist Amount
296 060304	FIRST NATIONAL BANK OMAHA	8/2/18:MV	EL-PROGRAM SUPPLIES	08/21/18	27021107087	PROG SUPPLIES - ELLIS CAM	29.95
297 060304	FIRST NATIONAL BANK OMAHA	8/2/18:DG	EL-EPI PENS	08/21/18	27021107087	PROG SUPPLIES - ELLIS CAM	61.82
							91.77*
					Total Ellis Camps		121.77*
298 060304	FIRST NATIONAL BANK OMAHA	8/2/18:MV	EL-SPRAY FOR HELMET	08/21/18	27021117082	ANIMAL CARE & SUPPLIES -	17.66
299 060304	FIRST NATIONAL BANK OMAHA	8/2/18:DG	EL-WOOD SHAVINGS	08/21/18	27021117082	ANIMAL CARE & SUPPLIES -	449.07
300 060304	FIRST NATIONAL BANK OMAHA	8/2/18:DG	EL-EPI PENS	08/21/18	27021117082	ANIMAL CARE & SUPPLIES -	61.82
301 141630	NICOLE NORTON	8/1/18:NN	ELLIS-ANIMAL CARE	08/21/18	27021117082	ANIMAL CARE & SUPPLIES -	19.99
							548.54*
302 101300	JOHN RYAN HORSESHOEING	7/25/18:ELLIS	ELLIS-VET CARE	08/21/18	27021117084	VET & FARRIER - ELLIS RID	150.00
							150.00*
					Total Ellis Riding Lessons		698.54*
303 060304	FIRST NATIONAL BANK OMAHA	8/2/18:MV	EL-ANIMAL SUPPLIES	08/21/18	27021127082	ANIMAL CARE & SUPPLIES -	25.60
304 101297	JOHN DEERE FINANCIAL	8/1/18:DEERE	ELLIS ANIMAL CARE	08/21/18	27021127082	ANIMAL CARE & SUPPLIES -	87.82
							113.42*
305 101300	JOHN RYAN HORSESHOEING	7/25/18:ELLIS	ELLIS-VET CARE	08/21/18	27021127084	VET & FERRIER - ELLIS B-D	80.00
							80.00*
306 060304	FIRST NATIONAL BANK OMAHA	8/2/18:MV	EL-PROGRAM SUPPLIES	08/21/18	27021127087	PROG SUPPLIES - ELLIS B-D	123.53
307 060304	FIRST NATIONAL BANK OMAHA	8/2/18:DG	EL-EPI PENS	08/21/18	27021127087	PROG SUPPLIES - ELLIS B-D	61.82
308 101297	JOHN DEERE FINANCIAL	8/1/18:DEERE	ELLIS PROGRAM SUPPLY	08/21/18	27021127087	PROG SUPPLIES - ELLIS B-D	70.86
							256.21*
					Total Ellis Birthday Parties		449.63*
309 060304	FIRST NATIONAL BANK OMAHA	8/2/18:MV	EL-VOL SUPPLIES	08/21/18	27021137079	VOLUNTEER EXP - ELLIS PUB	151.50
							151.50*
					Total Ellis Public Programs		151.50*
310 060304	FIRST NATIONAL BANK OMAHA	8/2/18:DG	ELLIS-REFUSE P/U	08/21/18	27021207078	REFUSE PICKUP - ELLIS	116.48
							116.48*
311 268394	CATHERINE MAY	JULY 14 2018	EL EL-SEC DEP RTN	08/21/18	27021207088	ELLIS SECURITY DEPOSIT RE	1,000.00
							1,000.00*
					Total Ellis Weddings		1,116.48*

## COMBINED Claims Listing

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Vendor#	Name	Invoice #	Description	Date	Budget #	Account Description	Dist Amount
312 031510	COMMONWEALTH EDISON	8/1/18:MULT	HOOVER MULTIPLES	08/21/18	27022006861	HOOVER - ELECTRIC	819.28
313 031510	COMMONWEALTH EDISON	8/1/18:BATH	HOOVER BATHHOUSE	08/21/18	27022006861	HOOVER - ELECTRIC	56.51
314 130506	MENARDS	23131	HOOVER-WATER	08/21/18	27022006863	HOOVER - SHOP SUPPLIES	875.79*
315 211430	UNIQUE PRODUCTS & SERVICE	348887	HVR SHOP SUPPLIES	08/21/18	27022006863	HOOVER - SHOP SUPPLIES	32.94
316 060304	FIRST NATIONAL BANK OMAHA	8/2/18:ED	ML-COFFEE	08/21/18	27022006864	HOOVER - BUILDING MAINTEN	436.98
317 060304	FIRST NATIONAL BANK OMAHA	8/2/18:KO	BUNKHOUSE-MATTRESS	08/21/18	27022006864	HOOVER - BUILDING MAINTEN	469.92*
318 110530	KENDALL PLUMBING & HEATING	18027481	ROOKERY-FURNACE REPA	08/21/18	27022006864	HOOVER - BUILDING MAINTEN	16.54
319 130506	MENARDS	23131	HOOVER-SUPPLIES	08/21/18	27022006864	HOOVER - BUILDING MAINTEN	112.68
320 130506	MENARDS	24369	HOOVER BLD SUPPLIES	08/21/18	27022006864	HOOVER - BUILDING MAINTEN	674.00
321 211430	UNIQUE PRODUCTS & SERVICE	348887-1	HOOVER SUPPLIES	08/21/18	27022006865	HOOVER - GROUNDS MAINTENA	133.03
322 070134	GALESBURG HIGH SCHOOL	18-00138	BUNKHOUSE SEC DEP RT	08/21/18	27022007088	HOOVER SECURITY DEPOSIT R	17.10
323 080133	HARVEST BAPTIST CHURCH	17-00339	BUNKHOUSE SEC DEP RT	08/21/18	27022007088	HOOVER SECURITY DEPOSIT R	953.35*
324 268392	KARA MCNAMARA	18-00151	BUNKHOUSE SEC DEP RT	08/21/18	27022007088	HOOVER SECURITY DEPOSIT R	83.85
325 268395	ANGELA ALONZO	18-00012	BUNKHOUSE SEC DEP RT	08/21/18	27022007088	HOOVER SECURITY DEPOSIT R	83.85*
326 268396	MARC GRIGSBY	18-00182	BUNKHOUSE SEC DEP RT	08/21/18	27022007088	HOOVER SECURITY DEPOSIT R	100.00
Total HOOVER							2,982.91*
ENV ED CAMPS							
327 060304	FIRST NATIONAL BANK OMAHA	8/2/18:ED	CAMP SUPPLIES	08/21/18	27023026849	ENV EDUC - CAMPS EXPENSE	25.07
328 060304	FIRST NATIONAL BANK OMAHA	8/2/18:DG	CAMP-EPIPENS	08/21/18	27023026849	ENV EDUC - CAMPS EXPENSE	61.82
329 172150	MIKE QUTLL	8/1/18:MQ	CAMP SUPPLIES	08/21/18	27023026849	ENV EDUC - CAMPS EXPENSE	34.11
330 230834	ANTIONETTE WHITE	8/1/18:AW	CAMP SUPPLIES	08/21/18	27023026849	ENV EDUC - CAMPS EXPENSE	26.26
331 268397	CINDY NILES	ADV ROAD	CAMP REFUND	08/21/18	27023026849	ENV EDUC - CAMPS EXPENSE	185.00
332 268398	CASSIE FIORE	ADV ROAD	CAMP REFUND	08/21/18	27023026849	ENV EDUC - CAMPS EXPENSE	185.00
Total ENV ED CAMPS							517.26*
ENV ED NATURAL BEGINNINGS							
333 060304	FIRST NATIONAL BANK OMAHA	8/2/18:DG	NB-EPIPENS	08/21/18	27023036849	ENV EDUC - NATURAL BEGINN	61.82
334 268399	CHRISTIN GALLOWAY	NB-2018-19	NB PROGRAM REFUND	08/21/18	27023036849	ENV EDUC - NATURAL BEGINN	385.00
Total ENV ED NATURAL BEGINNINGS							446.82*
ENV ED OTHER PUBLIC PROGRAMS							
335 060304	FIRST NATIONAL BANK OMAHA	8/2/18:ED	PUBLIC PROGRAM SUPPL	08/21/18	27023046849	ENV EDUC - OTHER PUBLIC P	9.41
336 060304	FIRST NATIONAL BANK OMAHA	8/2/18:DG	PROGRAMS-EPIPENS	08/21/18	27023046849	ENV EDUC - OTHER PUBLIC P	61.83





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Kendall County

COMBINED Claims Listing

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FP BOND PROCEEDS 2007

434 022190	BUSTED KNUCKLES LANDSCAPING	2072	PRESERVE IMPROVEMENT	08/21/18	95020006850	PROJECT FUND EXPENSES	650.00	bantrim
435 060304	FIRST NATIONAL BANK OMAHA	8/2/18:DG	HOOVER-TUNNEL	08/21/18	95020006850	PROJECT FUND EXPENSES	168.61	**
436 091387	ILLINOIS DEPARTMENT OF TRANSPOR	122073	IL 47 & US 34	08/21/18	95020006850	PROJECT FUND EXPENSES	1,597.67	bantrim
437 100180	JEFF WEHRLI EXCAVATING, INC.	8207	HENNEBERRY-BERM	08/21/18	95020006850	PROJECT FUND EXPENSES	1,200.00	bantrim
438 211810	UPLAND DESIGN LTD	17-624-03	PICKERILL-MASTER PLA	08/21/18	95020006850	PROJECT FUND EXPENSES	2,016.17	bantrim
							5,632.45*	

Total FP BOND PROCEEDS 2007

5,632.45\*

GRAND TOTAL

\$23,749.45

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

**AUGUST 1, 2018**

**I. Call to Order**

Committee Chair Flowers called the Operations Committee meeting to order at 6:00 pm in the Kendall County Board Room.

**II. Roll Call**

Commissioners Prochaska, Gilmour, and Flowers all were present. Commissioner Hendrix entered the meeting at 6:17 pm and adjourned from the meeting at 6:56 pm. Commissioner Purcell entered the meeting at 6:23 pm and adjourned from the meeting at 7:50 pm.

**III. Approval of Agenda**

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

**IV. Citizens to be Heard**

No public comments were offered by those in attendance.

**V. Review of Financial Statement Reports through July 31, 2018**

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

Director Guritz reported that the comparative year-to-date income and expenses report shows a positive net increase over the prior year due to increased rentals and programs revenue, property tax collections, and farm lease revenue. The District is preparing to bid a three-year lease agreement for Baker Woods Forest Preserve.

**VI. Special Use Permits**

**a. Fox Valley Trail Riders Association – Reverse River Ride - Hoover  
Forest Preserve, Sunday, September 23, 2018**

Director Guritz presented route updates on the conditionally approved Special Use Permit for the Fox Valley Trail Riders Association to host a Reverse River Ride at Hoover Forest Preserve based on outcomes from a meeting with the Fox Valley Trail Riders to discuss the logistics and route for the event. The proposed trail ride route exits Hoover and continues through adjacent property owned by Kendall County and an adjacent land owner (with

permissions) extending through Fox River Bluffs Forest Preserve. The path would end back at Hoover using the designated trails.

Cindy Benson, Fox Valley Trail Rider Association Secretary, remarked that the main use of Hoover is for parking and trails. Lunch would be eaten elsewhere so there would be no use of the shelters.

Director Guritz responded that this could be a positive group to promote a better relationship with equestrians. Rules and regulations were discussed in a meeting with the Fox Valley Trail Riders Association.

Commissioner Hendrix entered the meeting at 6:17 pm.

President Gilmour remarked there is appreciation with the Fox Valley Trail Riders Association working with the District to plan this event so that it fits the District's rules and regulations. The Operations Committee expressed a consensus that trail riding through Fox River Bluffs Forest Preserve is not supported. The preserve is not yet open to the public, and the trail system is not defined at this point.

The Committee advised Fox River Trail Riders Association that the event could be hosted at Hoover if they are able to change the route so that the group does enter Fox River Bluffs Forest Preserve due to safety issues and possible preserve natural resource impacts.

**b. Kendall County Sheriff's Office – Perimeter Control Training –  
Hoover Forest Preserve, Thursday, November 1 and November 8**

Commissioner Purcell entered the meeting at 6:23 pm.

Director Guritz reported the Kendall County Sheriff's Office requested a Special Use Permit for two Thursdays in November. The departure time would be at 12:00 am and there would be signage at the entrance informing the public of the nature of the exercises.

Meadowhawk Lodge and Blazing Star are requested for use within the permit application.

The Committee asked whether there would be dogs or drones used.

Director Guritz responded there would be drones, but no dogs. The Sheriff's office plans to notify nearby residents of the trainings prior to the event dates.

Commissioner Hendrix made a motion to approve the Special Use Permit for the Kendall County Sheriff's Office at Hoover Forest Preserve for Thursdays, November 1 and 8, 2018. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

**VII. Yorkville Athletic Association – License Agreement Review and Field  
Improvements and Advertising Requests**

Director Guritz presented a request by the Yorkville Athletic Association for Hoover Ball Field improvements, including an extension of the back stop fencing, and dugout and foul line improvements. The group also is requesting permission to install sponsorship banners along the outfield fence, and installation of a fence-mounted club logo. The general use ordinance does not allow for advertisement. Therefore, the license agreement would need to be modified to allow for the proposed sponsorship banners and logo.

The Committee discussed the request, with consensus reached that the requested banners and decorations would be a form of advertisement not allowed under the District's General Use Ordinance, and not in keeping with the District's mission.

Commissioner Hendrix made a motion to forward the request to the Committee of the Whole with a recommendation to support the field improvements, and a recommendation to deny the request for sponsorship advertisements. Seconded by Commissioner Prochaska.

There was discussion of the fireman's hose to be used as a foul line marker, and discussion of banner advertising in preserve areas. It was suggested that the Yorkville Athletic Association provide images for clarification.

Commissioner Hendrix made a motion amending and clarifying the initial motion to specifically recommend Yorkville Fury request numbers 1, 2, and 4, and recommend denial of requests 3, and 5 to the Committee of the Whole. Commissioner Prochaska seconded the amended motion. Aye, all. Opposed, none.

Commissioner Purcell asked how the problems with trash left by teams have been.

Director Guritz responded that there have been improvements, but there have still been a few complaints from staff over trash during the season. The number of complaints has decreased since last year's baseball season, and the club is responsive to District requests. Issues remain with generally disrespectful actions with staff and following preserve rules, particularly speeding.

President Gilmour suggested a meeting with Director Guritz, Hoover staff, and Yorkville Fury personnel to discuss how to resolve these issues.

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

Director Guritz reported the District is approaching the end of the term of the first license agreement with Sunrise Center North in November. The current agreement is working well with horse exchanges. The draft is similar to the current agreement. The current agreement as presented maintains the current monthly cost of \$1,600 for the duration of the next three-years. Direction was requested on the terms for renewal of the agreement.

Commissioner Purcell asked how long the current rent has been in place, noting that the cost to maintain the facility will increase over the next three years.

Director Guritz replied that the rent for the first year should remain \$1,600.00 per month.

The Committee gave direction to increase the rent by \$50.00 per month in years two and three, holding the \$1,600 monthly fee for the first year.

The Committee asked how the equestrian programs are performing.

Director Guritz responded that expected costs are all on track as budgeted. Sunrise does take on some of the horse care a duty that lessens the staffing costs.

Commissioner Hendrix left the meeting at 6:56 pm.

President Gilmour made a motion to forward the 3-year agreement with Sunrise Center North to Committee of the Whole. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

Committee Chair Flowers asked if there is any joint advertising between Sunrise Center and Ellis House.

Director Guritz responded that there is joint advertisement. There is the shared 5K, as well as cross promotion on both Facebook pages and newsletters. Growth in joint fundraisers could be increased in the future.

#### **IX. General Use Ordinance – Chapter VI, Section III(a) Policy Discussion on Temporary Structures and Chapter VII – Section III Fine and Penalties**

Director Guritz presented the chapters and provisions within the General Use Ordinance pertaining to the restriction on temporary structures. There have been recently reported issues, and past issues with multiple groups using pop-up tents.

President Gilmour remarked that some groups have remarked that the rules are not always known. It is suggested these rules are made known to these groups although they are posted on the District website and outline at the information boards in the preserves.

Director Guritz remarked that the rules are currently posted, but they will be updated and reposted within the preserve information centers so that they are more easily seen. A program to issue citations after a warning has been given could also be implemented.

Commissioner Purcell asked what the reasons are not to allow pop-up tents.

Director Guritz responded that if a small pop-up tent is allowed in specific areas it can be difficult to limit the size of the structure and regulate where these tents can be used.

President Gilmour remarked that there is an issue with groups not following the rule as it is currently in place when informed of the rule by District staff.

Director Guritz remarked that the District cannot control the safety issues posed with the tents, and whether they are staked in the ground properly, particularly during higher wind days. There could also be conflicts in the mowing schedules of turf areas where there may be pop-up tents.

The Committee continued discussion on the additional precautions needed if there were to be a change to the general use ordinance that allowed pop-up tents with special use permits. The Committee suggested size limits of the pop-up tents used within rented open areas if requested and noted within the Special Use Permit applications, with stakes no larger than 6", and pop-up tents no larger than 12' by 12'.

Director Guritz remarked that there would need to be a continued discussion on the fees and fines for when groups do not follow these rules and regulations.

The Committee gave direction to revisit the General Use Ordinance to develop guidance for warnings and fines for failures with following posted rules.

## **X. Ellis Equestrian Center Program Participation Report**

Director Guritz presented a report of the Ellis House and Equestrian Center program participation. There were 16 birthday parties, scout groups, and tours between May and July. Ellis Equestrian Center hosted the PNA camp field day. There was an increase in lesson this summer season in comparison to last. Ellis Equestrian Center lesson revenues have increased over \$7K YTD.

Commissioner Purcell remarked that the personnel and commodity costs for Ellis birthday parties have greatly increased.

Director Guritz responded that will be looked into. There has been an increase in number of birthday parties. The horse purchases are also spread out to all the cost centers at Ellis Equestrian Center. Camp revenue at Ellis Equestrian Center has also increased YTD.

Director Guritz reported there are two weddings booked at Ellis House for 2019. There has been a pattern of late bookings for the weddings.

Commissioner Purcell asked about competition with other wedding venues in the area and suggested that these other places have more wedding bookings.

Director Guritz remarked that there is the rental fee of the tent every year which could be addressed to make the venue and program more profitable.



Commissioner Purcell responded that if the tent was purchased the cost of up-keep would be on the District and building a structure would greatly increase the capital invested in the cost center.

Committee Chair Flowers remarked that there limitations on parking, but the District is competitive with prices and services.

## **XI. 2018 Summer Camp Survey Results**

Environmental Education Program Manager Emily Dombrowski presented the survey results from 2018 summer camp season. There were 115 camp participants and 33 surveys submitted. Out of the 31 survey participants, half were new participants to KCFPD summer camps, suggesting the Facebook and other marketing efforts attracted new participants. All survey participants reported being highly satisfied or satisfied with the summer camps. Survey results showed the participants thought the camps were priced correctly.

President Gilmour asked how common it is for there to be families with multiple children enrolled in camps.

Emily Dombrowski responded that it is common, as there are a wide age range of camps offered so that siblings can attend camps the same week.

President Gilmour asked about the Nature Quest camp.

Emily Dombrowski responded that this was the first year the District ran Nature Quest independently. There were 22 Nature Quest participants over the summer.

Commissioner Purcell left the meeting at 7:50 pm.

## **XII. Fall 2018 Public Program Fees and Charges**

Emily Dombrowski presented the proposed public program fees and charges. New programs for older children and adult programming were highlighted.

Commissioner Prochaska motioned to forward the fall 2018 public program fees and charges to the Committee of the Whole for review. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

## **XIII. KCFPD Personnel Policies Manual Review**

The personnel policies manual review was moved to a future meeting.

## **XIV. Operations Progress Updates**

### **a. Pickerill-Pigott Forest Preserve Master Plan and OSLAD Grant Updates**



Director Guritz reported that the Pickerill-Pigott Master plan is completed with revisions for Phase I and Phase II completed as requested. The archeological report is in the process of being completed and submitted to the State.

**b. Hoover Forest Preserve Lift Station Repair**

Director Guritz reported that the lift station repairs are still in the process of being repaired and the Committee will be updated when the repairs are complete.

**c. Hoover Forest Preserve – Meadowhawk Lodge Parking Lot Lighting**

Director Guritz reported that the Meadowhawk Lodge parking lot lighting is still under investigation, with updates provided as cost estimates are secured.

**d. Hoover Railway Crossing Agreement and Improvements Updates – ComEd and Illinois Railway Easement Request**

Director Guritz reported that OmniTRAX has filed a petition with the ICC requesting a 1-year extension on the timeframe for completion in order to establish the necessary easements on District property. ComEd and OmniTRAX have applied for the easements. The allowable costs for reimbursement will be determined per the FHA-IDOT rail safety grant.

There were additional updates presented on Corps of Engineers permitting efforts, and the WOW conference tour of the Natural Beginnings Program.

**e. Hoover Supervisor and Resident – Hoover Resident Lease Agreement**

The Hoover Resident Lease Agreement agenda item will be discussed at a future meeting.

**XV. Executive Session**

President Gilmour made a motion to go into executive session under 2(c)21 of the Open Meetings Act for the purpose of the discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Seconded by Commissioner Prochaska. Roll call: Commissioners Gilmour, Prochaska and Flowers, aye. Opposed, none.

Executive session called to order at 8:10 pm

President Gilmour made a motion to adjourn executive session at 8:13 pm. Seconded by Commissioner Prochaska. Aye, all. Opposed, none.

**XVI. Other Items of Business**

Director Guritz reported that the Nature Play Space area plan is under review of the Illinois Department of Public Health.

Committee Chair Flowers asked for an update on iTick.

Director Guritz responded that only wood ticks have been found, not deer ticks. There will be more data collected over the remaining calendar year.

**XVII. Citizens to be Heard**

No public comments were offered by those in attendance.

**XVIII. Adjournment**

Commissioner Prochaska made a motion to adjourn. Seconded by Committee Chair Flowers. Aye, all. Meeting adjourned at 8:15 pm.

Respectfully submitted,

David Guritz  
Executive Director, Kendall County Forest Preserve District

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

**AUGUST 7, 2018**

**I. Call to Order**

President Gilmour called the meeting to order at 7:50 pm in the Kendall County Board Room.

**II. Pledge of Allegiance**

The Pledge of Allegiance was recited at the beginning of the Kendall County Board meeting.

**III. Invocation**

An invocation was extended at the beginning of the Kendall County Board meeting.

**IV. Roll Call**

X	Cullick (entered the meeting at 7:55 pm)	X	Gryder
X	Davidson	X	Hendrix
X	Flowers	X	Kellogg
X	Gilmour	X	Prochaska
	Giles		Purcell

Commissioners Davidson, Flowers, Gryder, Hendrix, Kellogg, Prochaska, and Gilmour all were present. Commissioner Cullick entered the meeting at 7:55 pm.

**V. Approval of Agenda**

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

**VI. Citizens to Be Heard**

Todd Milliron of Yorkville suggested establishing a citizen advisory committee for suggestions and to support communications with outside groups.

**VII. Approval of Claims in an Amount Not-to-Exceed \$18,326.00**

Commissioner Hendrix made a motion to approve claims in an amount not-to-exceed \$18,326.00. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

Motion: Commissioner Hendrix

Second: Commissioner Gryder

**Roll call: Claims Not-to-Exceed \$18,326.00**

<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>
		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour			Purcell

Motion unanimously approved.

### **VIII. Approval of Minutes**

- **Kendall County Forest Preserve District Finance Committee Meeting Minutes of July 11, 2018**
- **Kendall County Forest Preserve District Special Call Meeting of July 11, 2018**
- **Kendall County Forest Preserve District Committee of the Whole Meeting July 11, 2018**
- **Kendall County Forest Preserve District Commission Meeting of July 17, 2018**

Commissioner Hendrix made a motion to approve the Finance Committee meeting minutes of July 11, 2018; the Special Call meeting minutes of July 11, 2018; the Committee if the Whole meeting minutes of July 11, 2018; and the Commission meeting minutes if July 17, 2018. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

### **OLD BUSINESS**

#### **IX. MOTION: Authorizing the Director of the Kendall County Forest Preserve District to Execute an Incidental Take and Implementing Agreement with the Illinois Department of Natural Resources for Protected State-listed Species Pursuant to Proposed Construction Activities within the Fox River Associated with the Removal of Millbrook Bridge**

Commissioner Hendrix made a motion to approve the authorization of the Director of the Kendall County Forest Preserve District to execute an incidental take and implementing agreement with the Illinois Department of Natural Resources for protected state-listed species pursuant to proposed construction activities within the Fox River associated with the removal of Millbrook Bridge. Seconded by Commissioner Flowers.

Commissioner Cullick entered the meeting room at 7:55 pm.

Director Guritz reported that this is part of the permitting process for the removal of the Millbrook Bridge. There will not be any permitting fee, or charge for the incidental take permit. There may be need for additional staff training to identify and monitor for State-listed species. There will need to be transportation of the aquatic species out of the construction area if present. An electro-fishing survey will be completed the following year. This permit will be valid for 5 years.

President Gilmour remarked that the mitigation offset by the Little Rock Creek acquisition saved the District approximately \$15,000.

Director Guritz remarked that this area of the Fox River has been well-studied, and it is not anticipated that any additional prior documentation or survey work will be needed.

President Gilmour asked what the species of concern are.

Director Guritz responded that the two fish species are the Greater redhorse and the River redhorse. Neither species has been recorded in this section of the river for some time.

Motion: Commissioner Hendrix					
Second: Commissioner Flower					
Roll call: Claims Not-to-Exceed \$18,051.71					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
	X	Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour			Purcell
Motion carried by a vote of 7:1.					

## NEW BUSINESS

### X. Executive Session

None.

### XI. Other Items of Business

- Army Corps of Engineers Permit Updates – Kendall County Historic Preserve Commission  
Director Guritz reported that the letter submitted by the Kendall County Historic Preservation Commission to the US Army Corps of Engineers was included within the Board packets. Permitting is expected to be completed within the next month. Historic structure documentation will need to be developed and submitted to the State. There was discussion of the placement of a historic marker.
- Pickerill-Pigott Forest Preserve Master Plan Updates and State of Illinois – Illinois Department of Natural Resources Open Space Land Acquisition and Development Grant Proposal Authorization and Submission Timeline

Director Guritz reported that per Commission request, two separate Master Plan exhibits for Phase I and Phase II have been created. Phase I costs are within the allowable costs range for the OSLAD grant application. The bid specifications can be adjusted, but estimates provided by Upland Design are based on the Phase I work to be performed..

Commissioner Kellogg asked what happens if material is donated and there is a change in the scope of work. Director Guritz suggested that the District may be able to file an amendment to the scope of work to the IDNR if the grant is awarded, and the change is consistent with the scope of work included within the application.

- Railroad Crossing Improvements and Requests for Electric Utility Easements at Hoover Forest Preserve

Director Guritz reported that cost estimates have been prepared for the easements. The costs for the easements should be covered by the FHA-IDOT grant. The District is waiting for a response from IDOT on the allowable costs for the easements.

## **XII. Citizens to Be Heard**

None.

## **XIII. Adjournment**

Commissioner Hendrix made a motion to adjourn. Seconded by Commissioner Prochaska. Aye, all. Opposed, none. Meeting adjourned at 8:11 pm.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Director

RE: Pickerill-Pigott Forest Preserve Master Plan

Date: August 21, 2018

Upland Design, LLC of Plainfield has completed the development of the Master Plan for Pickerill-Pigott Forest Preserve.

Public input was sought in the form of an on-site tour, a virtual survey, and from public comments received on the preliminary master plan presented at the recent public hearing.

Upland Design, LLC and Charles Shrader & Associates Lead Consultant, Laura Stuart, are assisting with the development of a FY19 OSLAD grant proposal to complete Phase I improvements.

Phase I improvements include construction of an access drive and parking lot (\$265,652.65); construction of a way finding plaza and restroom (\$112,340.75); construction of a picnic area and shelter (\$135,287.40); construction of an overlook trail from the parking lot (\$60,984.95), and construction of a lower pond loop trail (\$52,567.20).

Total Phase I cost estimates are \$626,832.95. If awarded, the OSLAD grant will extend \$313,417.00 representing 50% of the total estimated project cost.

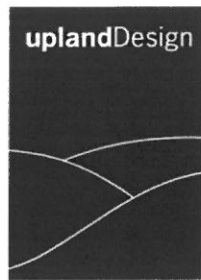
Recommendations:

Consider a motion to approve the Master Plan for Pickerill-Pigott Forest Preserve.









**Pickerill-Pigott Forest Preserve**  
**Kendall County Forest Preserve**

Prepared Date: 08/06/2018

Project #624

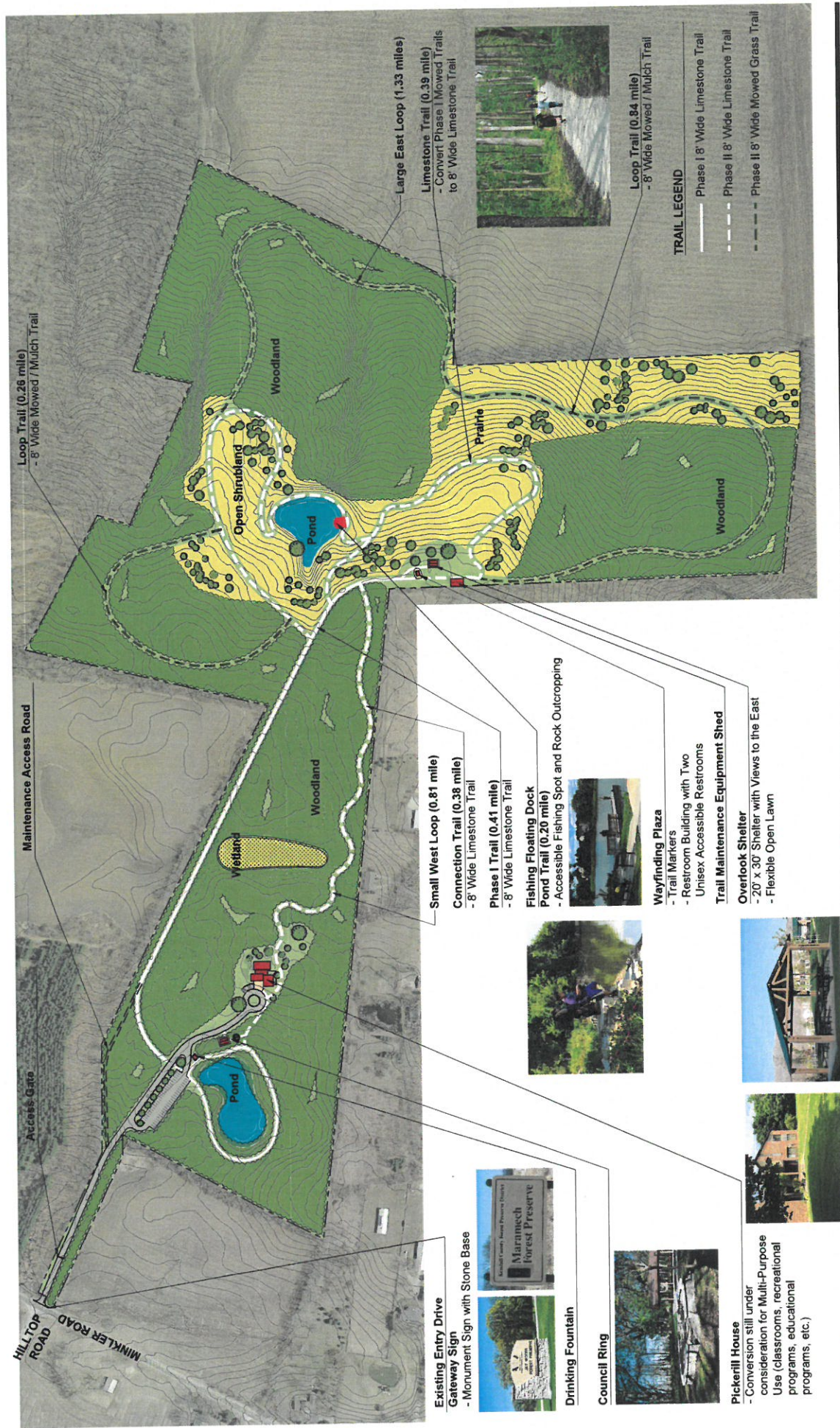
**Development Cost Opinion - Master Plan Phase I**

PROJECT COMPONENTS	QUANTITY	UNIT	COST	EXTENSION
<b>Access Drive and Parking Lot</b>				
Site Preparation and Grading	1	LS	\$ 78,373.65	\$ 78,373.65
Undercut and PGE	100	CY	\$ 63.25	\$ 6,325.00
Entry Drive & Gravel Paving - at 10" Depth	5574	SY	\$ 23.00	\$ 128,202.00
Vehicular Asphalt Paving at ADA space	100	SY	\$ 64.40	\$ 6,440.00
Vehicular Asphalt Striping	1	LS	\$ 598.00	\$ 598.00
ADA Parking Sign	2	EA	\$ 575.00	\$ 1,150.00
Wheelstop	54	EA	\$ 97.75	\$ 5,278.50
Turf Grass w/ Blanket - 10' both side of drive	0.65	Acre	\$ 7,130.00	\$ 4,634.50
<b>A/E Design, Survey and Permit Fees</b>				<b>\$ 34,651.00</b>
<b>SubTotal</b>				<b>\$ 265,652.65</b>
<b>Wayfinding Plaza and Restroom</b>				
Site Preparation and Grading	1	LS	\$ 7,101.25	\$ 7,101.25
Undercut and PGE	50	CY	\$ 63.25	\$ 3,162.50
Prefab Restroom Building - 2 Single Users, Waterless, Chase Option, Solar Light Option, Solar Vent Option	1	LS	\$ 74,750.00	\$ 74,750.00
Concrete Paving - Plaza	365	SF	\$ 9.20	\$ 3,358.00
Trail Markers	1	LS	\$ 8,625.00	\$ 8,625.00
Turf Grass w/ Blanket	100	SY	\$ 6.90	\$ 690.00
<b>A/E Design, Survey and Permit Fees</b>				<b>\$ 14,654.00</b>
<b>SubTotal</b>				<b>\$ 112,340.75</b>
<b>Picnic Area Shelter</b>				
Site Preparation and Grading	1	LS	\$ 4,457.40	\$ 4,457.40
Shelter 28' x 52'	1	EA	\$ 94,300.00	\$ 94,300.00
Concrete Paving - Shelter	1940	SF	\$ 9.20	\$ 17,848.00
Turf Grass w/ Blanket	150	SY	\$ 6.90	\$ 1,035.00
<b>A/E Design, Survey and Permit Fees</b>				<b>\$ 17,647.00</b>
<b>SubTotal</b>				<b>\$ 135,287.40</b>

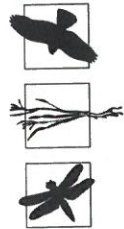
<b>Overlook &amp; Trail from Parking Lot</b>				
Site Preparation and Grading	1	LS	\$ 4,833.45	\$ 4,833.45
Undercut and PGE	50	CY	\$ 63.25	\$ 3,162.50
Gravel Trail - 8' wide Trail at 6" Depth	388	SY	\$ 18.40	\$ 7,139.20
Gravel Existing Trail - 8' wide	1612	SY	\$ 18.40	\$ 29,660.80
Gravel Overlook with 2 Benches	1	LS	\$ 2,875.00	\$ 2,875.00
Drainage / Culverts	1	LS	\$ 1,437.50	\$ 1,437.50
Mowed Trail - 8' wide				By Owner
Turf Grass w/ Blanket - 6' both side of trail	0.55	Acre	\$ 7,130.00	\$ 3,921.50
<b>A/E Design, Survey and Permit Fees</b>				<b>\$ 7,955.00</b>
<b>SubTotal</b>				<b>\$ 60,984.95</b>
<b>Loop Trail at Lower Pond</b>				
Site Preparation and Grading	1	LS	\$ 15,375.50	\$ 15,375.50
Undercut and PGE	50	CY	\$ 63.25	\$ 3,162.50
Gravel Trail - 8' wide Trail at 6" Depth	1052	SY	\$ 18.40	\$ 19,356.80
Drainage / Culverts	1	LS	\$ 5,462.50	\$ 5,462.50
Turf Grass w/ Blanket - 6' both sides of trail	0.33	Acre	\$ 7,130.00	\$ 2,352.90
<b>A/E Design, Survey and Permit Fees</b>				<b>\$ 6,857.00</b>
<b>SubTotal</b>				<b>\$ 52,567.20</b>
<b>Master Plan Phase I TOTAL OF ALL ITEMS</b>				
				<b>\$ 626,832.95</b>

\* Cost does not include demolition or renovation of existing buildings





# Master Plan - Phase II Pickerill-Pigott Forest Preserve Kendall County Forest Preserve District



**Pickerill-Pigott Forest Preserve**  
**Kendall County Forest Preserve**

Prepared Date: 08/06/2018

Project #624

**Development Cost Opinion - Master Plan Phase II**

PROJECT COMPONENTS	QUANTITY	UNIT	COST	EXTENSION
<b>Gateway Sign</b>				
Site Preparation and Grading	1	LS	\$ 2,875.00	\$ 2,875.00
Sign with Stone Base	1	ALLOW	\$ 27,600.00	\$ 27,600.00
Turf Grass w/ Blanket	50	SY	\$ 6.90	\$ 345.00
<b>A/E Design, Survey and Permit Fees</b>				<b>\$ 4,623.00</b>
<b>SubTotal</b>				<b>\$ 35,443.00</b>
<b>Picnic Area</b>				
Site Preparation and Grading	1	LS	\$ 1,585.85	\$ 1,585.85
Undercut and PGE	25	CY	\$ 63.25	\$ 1,581.25
Council Ring - Seatwall	56	LF	\$ 552.00	\$ 30,912.00
Concrete Paving - Council Ring	573	SF	\$ 9.20	\$ 5,271.60
Turf Grass w/ Blanket	50	SY	\$ 6.90	\$ 345.00
<b>A/E Design, Survey and Permit Fees</b>				<b>\$ 5,955.00</b>
<b>SubTotal</b>				<b>\$ 45,650.70</b>
<b>Connection Trail to Overlook</b>				
Site Preparation and Grading	1	LS	\$ 23,172.50	\$ 23,172.50
Undercut and PGE	50	CY	\$ 63.25	\$ 3,162.50
Gravel Trail - 8' wide Trail at 6" Depth	1860	SY	\$ 18.40	\$ 34,224.00
Turf Grass w/ Blanket - 6' both side of trail	0.58	Acre	\$ 7,130.00	\$ 4,135.40
<b>A/E Design, Survey and Permit Fees</b>				<b>\$ 9,705.00</b>
<b>SubTotal</b>				<b>\$ 74,399.40</b>
<b>Overlook Shelter</b>				
Site Preparation and Grading	1	LS	\$ 2,756.55	\$ 2,756.55
Shelter 20'x30'	1	LS	\$ 48,300.00	\$ 48,300.00
Concrete Paving - Shelter	1200	SF	\$ 9.20	\$ 11,040.00
Turf Grass w/ Blanket	50	SY	\$ 6.90	\$ 345.00
<b>A/E Design, Survey and Permit Fees</b>				<b>\$ 9,367.00</b>
<b>SubTotal</b>				<b>\$ 71,808.55</b>



<b>Wayfinding Plaza and Restroom</b>				
Site Preparation and Grading	1	LS	\$ 7,499.15	\$ 7,499.15
Undercut and PGE	50	CY	\$ 63.25	\$ 3,162.50
Prefab Restroom Building - 2 Single Users, Waterless, Chase Option, Solar Light Option, Solar Vent Option	1	LS	\$ 74,750.00	\$ 74,750.00
Concrete Paving - Plaza	903	SF	\$ 9.20	\$ 8,307.60
Trail Markers	1	LS	\$ 8,625.00	\$ 8,625.00
Turf Grass w/ Blanket	100	SY	\$ 6.90	\$ 690.00
<b>A/E Design, Survey and Permit Fees</b>				<b>\$ 15,456.00</b>
<b>SubTotal</b>				<b>\$ 118,490.25</b>
<b>Pickerill House Renovations to be Determined</b>				
<b>Maintenance Equipement Shed to Remain</b>				
<b>Loop Trail at East Pond &amp; Pond Enhancements</b>				
Site Preparation and Grading	1	LS	\$ 22,154.75	\$ 22,154.75
Undercut and PGE	50	CY	\$ 63.25	\$ 3,162.50
Stone Outcropping at Pond Edge	1	LS	\$ 11,500.00	\$ 11,500.00
Fishing Deck - Floating with Gangway	1	LS	\$ 46,000.00	\$ 46,000.00
Gravel Trail - 8' wide Trail at 6" Depth	3003	SY	\$ 18.40	\$ 55,255.20
Mowed Trail - 8' wide				By Owner
Drainage / Culverts	1	LS	\$ 4,887.50	\$ 4,887.50
Turf Grass w/ Blanket - 6' both sides of trail	0.85	Acre	\$ 7,130.00	\$ 6,060.50
<b>A/E Design, Survey and Permit Fees</b>				<b>\$ 22,354.00</b>
<b>SubTotal</b>				<b>\$ 171,374.45</b>
<b>Master Plan Phase II TOTAL OF ALL ITEMS</b>				<b>\$ 517,166.35</b>
* Cost does not include demolition of existing buildings				

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Director

RE: FY 2019 OSLAD Grant - Resolution of Authorization to Apply for an OSLAD Grant for Completion of Phase I Improvements at Pickerill-Pigott Forest Preserve

Date: August 21, 2018

During the August Committee of the Whole meeting, the Committee reviewed the proposed Resolution of Authorization to apply for a FY 19 OSLAD grant through the Illinois Department of Natural Resources for completion of Phase I improvements at Pickerill-Pigott Forest Preserve.

The Committee of the Whole approved a motion to forward the Resolution of Authorization to Commission for approval.

District staff will be working with Upland Design and Charles Shrader & Associates to complete the grant application due no later than October 1, 2018.

The District is in good standing, and has already completed the prerequisite GATA registration.

The total grant amount requested will be \$313,417.00 representing 50% of the total estimated Phase I project costs of \$626,832.95.

#### Recommendations:

Consider a motion to approve an Illinois Department of Natural Resources Resolution of Authorization for participation in the FY19 Open Space Land Acquisition and Development (OSLAD) grant program for completion of Phase I Master Plan improvements for Pickerill-Pigott Forest Preserve.

**OSLAD Grant Program  
Resolution of Authorization**

**Form OS/DOC-3**

**Applicant (Sponsor) Legal Name:** Kendall County Forest Preserve District (KCFPD)  
**Project Title:** Pickerill-Pigott Forest Preserve - Phase I Public Access, Improvements and Amenities

The Kendall County Forest Preserve District (Sponsor) hereby certifies and acknowledges that it has the sufficient funds necessary (includes cash and value of donated land) to complete the pending OSLAD project within the timeframes specified herein for project execution, and that failure to adhere to the specified project timeframe or failure to proceed with the project because of insufficient funds or change in local recreation priorities is sufficient cause for project termination which will also result in the ineligibility of the local project sponsor for subsequent Illinois IDNR outdoor recreation grant assistance consideration in the next two (2) consecutive grant cycles following project termination.

Acquisition and Development Projects

It is understood that the project must be completed within the timeframe established. The OSLAD timeframe is two years as is specified in the project agreement. The Billing Certification Statement must be submitted within 45 days of the grant expiration date and the last reimbursement request must be submitted within one year of the grant expiration date. Failure to do so will result in the Project Sponsor forfeiting all project reimbursements and relieves IDNR from further payment obligations on the grant.

The Kendall County Forest Preserve District (Sponsor) further acknowledges and certifies that it will comply with all terms, conditions and regulations of 1) the Open Space Lands Acquisition and Development (OSLAD) program (17 IL Adm. Code 3025); 2) the Illinois Grant Funds Recovery Act (30 ILCS 705); 3) the federal Uniform Relocation Assistance & Real Property Acquisition Policies Act of 1970 (P.L. 91-646) and/or the Illinois Displaced Persons Relocation Act (310 ILCS 40 et. seq.), as applicable; 4) the Illinois Human Rights Act (775 ILCS 5/1-101 et.seq.); 5) Title VI of the Civil Rights Act of 1964, (P.L. 83-352); 6) the Age Discrimination Act of 1975 (P.L. 94-135); 7) the Civil Rights Restoration Act of 1988, (P.L. 100-259); and 8) the Americans with Disabilities Act of 1990 (PL 101-336); and will maintain the project area in an attractive and safe condition, keep the facilities open to the general public during reasonable hours consistent with the type of facility, cease any farming operations, and obtain from the Illinois DNR written approval for any change or conversion of approved outdoor recreation use of the project site prior to initiating such change or conversion; and for property **acquired** with OSLAD assistance, agree to place a covenant restriction on the project property deed at the time of recording that stipulates the property must be used, in perpetuity, for public outdoor recreation purposes in accordance with the OSLAD programs and cannot be sold or exchanged, in whole or part, to another party without approval from the Illinois DNR, and that development at the site will commence within 3 years.

BE IT FURTHER PROVIDED that the Kendall County Forest Preserve District (Sponsor) certifies to the best of its knowledge that the information provided within the attached application is true and correct.

This Resolution of Authorization has been duly discussed and adopted by the KCFPD Board of Commissioners (Sponsor) on the 21st day of August (month), 2018 (year)

Judy Gilmour

Name (printed / typed)

Attested by: Elizabeth Flowers, Secretary

Signature

Date: August 21, 2018

President

Title

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Director

RE: Yorkville Athletic Association License Agreement – Proposed Hoover Ball Field Improvements and Requests to Install Sponsor Recognition and Yorkville Fury Signage

Date: August 21, 2018

The District received a request from Yorkville Athletic Association – Yorkville Fury requesting permission to construct dugout and batter cage fencing improvements, and foul line improvements (correspondence attached for review).

The Association also requested permission to install sponsor recognition banners along the homerun fence-line, and Yorkville Fury logo signage at the ball field.

The Operations Committee approved a motion to forward to consideration of the proposal to the Committee of the Whole for discussion, with a recommendation to support the requests for field improvements, and a recommendation to deny the requests to install club and recognition banners and signage.

The Committee of the Whole reviewed the request, approving a motion to forward the Association's requests to construct the ball field improvements, and to open discussions with the Association on other options to recognize sponsors on location.

**Recommendation:**

Consider a motion to approve a request from the Yorkville Athletic Association - Yorkville Fury to install backstop and players' bench fencing, shade tarps, and foul lines at the Hoover Forest Preserve Baseball Field in accordance with the terms and provisions of the Athletic Field License Agreement.



To: Kendall County Forest Preserve District Board of Commissioners  
From: David Guritz, Director  
RE: 2-ton Air Conditioner Replacements at Ellis House and Equestrian Center  
Date: August 21, 2018

There are presently two original R22 AC systems at the Ellis House that have reached the end of their useful life.

System #1 services the upstairs and has been problematic for several years, resulting in multiple service calls and freon recharges.

System #2 services the reception area and fireplace room. This unit has not previously presented any issues.

During a wedding event held on June 30, 2018 a service technician was called out to address the indoor temperature in the Ellis House. The R22 System #2 had stopped cooling due to low freon levels, and a newer 4 ton unit was attempting to make up for the loss of R22 System #2. The service representative was able to resolve the issues with the 4 ton unit, but not with R22 System #2.

Quotes were received from two companies, with Golden Seal Heating and Air Conditioning of St. Charles submitting the low quote for the replacement of the two 2-ton air conditioning units.

The proposals were reviewed by the Finance Committee and Committee of the Whole. The Committee of the Whole approved a motion to forward the Golden Seal Heating and Air Conditioning proposal to Commission for consideration for approval, with the invoice for completed work charged to the District's Capital Fund – Capital Equipment subaccount.

**Recommendation:**

Consider a motion to approve a proposal from Golden Seal Heating and Air Conditioning of St. Charles, Illinois for the removal and replacement of two 2-ton air conditioners at Ellis House and Equestrian Center for an amount not-to-exceed \$7,245.00.

Mr. Marshall Vick  
Ellis House & Equestrian Center  
3986 McKanna Road  
Minooka, IL 60447  
August 13<sup>th</sup>, 2018



Reference: Replacement of 1<sup>st</sup> and 2<sup>nd</sup> floor A/C units

Dear Mr. Vick,

Pursuant to your request, Golden Seal is pleased to propose these replacement options at the above referenced project. Our services will include the following. We will be replacing a Carrier 2 ton A/C condenser and evaporator coil for the 2<sup>nd</sup> floor area. We will also replace a 2 ton A/C condenser and air handler unit for the 1<sup>st</sup> floor.

- New Lennox 13ACXN condensers will be utilized for both the 1<sup>st</sup> and 2<sup>nd</sup> floor areas.
- A new Lennox CBX25UH024 air handler will be utilized for the 1<sup>st</sup> floor.
- A new Lennox CH3325B horizontal evaporator coil will be utilized for the 2<sup>nd</sup> floor A/C.
- Labor to install both systems to be performed by NATE certified technicians.

Excluded are any additional repairs needed. Any additional repairs required outside of the above mentioned, will be billed on a time and material basis.

The base HVAC price for the above services to be performed prior to normal working hours is **\$6,749**

All work to be performed during normal working hours in a craftsman-like manner and in compliance with the currently-adopted International Mechanical Code. **The work will be billable in full and payable upon completion.**

Optional equipment installed (not included in price above):

- Furnish and install germicidal UV light - **\$789 each system**
- Furnish and install smart Wi-Fi thermostat - **\$248 each system**

Thank you for allowing Golden Seal the opportunity to submit this proposal. If you have any questions, regarding this proposal please do not hesitate to call me at (630) 570-1651.

SUBMITTED BY:

ACCEPTED BY:

Golden Seal Heating and A/C

\_\_\_\_\_  
Jim Raethz  
Commercial Account Manager  
Date submitted: 8/13/2018

\_\_\_\_\_  
Title: \_\_\_\_\_  
Date accepted: \_\_\_\_\_

# Kendall County Forest Preserve District

## Fall 2018 Children's Program Series

### **\*NEW Program Series\***

#### **Outdoor Explorers– Ages 6-10**

Outdoor Explorers is a program geared for 6-10 year olds. Each month we will explore a different theme as we hike, create crafts, meet animals, play games, and make new friends!

**Ages:** 6-10 years old plus caregiver

**Location:** Hoover Forest Preserve  
Eagle's Nest Pavilion

**Time:** 4:30-5:30 pm

**Price:** \$5 per child

#### **September 11– Web Weavers**

**Register by September 7**

#### **October 9– Fabulous Fall**

**Register by October 5**

#### **November 13–Survival Skills**

**Register by November 9**

#### **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!

### **Toddling Naturalist**

Toddling Naturalist is a 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.

**Ages:** 1-3 years old plus caregiver

**Location:** Hoover Forest Preserve  
Eagle's Nest Pavilion

**Time:** 10-11 am

**Price:** \$5 per child

#### **September 19– Stripes and Spots**

**Register by September 17**

#### **October 17– Fabulous Fall**

**Register by October 15**

#### **November 14– Blast from the Past**

**Register by November 12**

### **Babes in the Woods**

Babes in the Woods is a 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.

**Ages:** 4-6 years old plus caregiver

**Location:** Hoover Forest Preserve  
Eagle's Nest Pavilion

**Time:** 1-2 pm

**Price:** \$5 per child

#### **September 21– Stripes and Spots**

**Register by September 19**

#### **October 19– Fabulous Fall**

**Register by October 17**

#### **November 16– Blast from the Past**

**Register by November 14**



# Kendall County Forest Preserve District

## Fall 2018 Family and Adult Programs

### Family Programs

#### September 15– Fun at the Pond

Join us at Harris Forest Preserve for a family fun hike and explore a pond for wildlife. We will look for many types of wildlife that call the pond home. Please bring waterproof shoes and clothes you don't mind getting wet and dirty.

**Ages:** All Ages

**Location:** Harris Forest Preserve– Shelter 1

**Time:** 10-11:30 am

**Price:** \$5 per person

**Register by September 13**

#### October 20- Creatures of the Night

“Creatures of the Night” combines the make-believe, fun of Halloween with the beauty of nighttime nature to create an event that is fun for the whole family.

**Ages:** All Ages

**Location:** Hoover Forest Preserve  
Eagle's Nest Pavilion

**Time:** 5:30-7 pm

**Price:** \$5 per person

**Register by October 18**

#### November 17- Turkey Talk

Bring the whole family and come talk turkey just in time for Thanksgiving. Learn cool turkey facts, tales and songs. We will make a craft and read a story!

**Ages:** All Ages

**Location:** Hoover Forest Preserve  
Meadowhawk Lodge

**Time:** 1-2 pm

**Price:** \$5 per person

**Register by November 15**

**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!

### Adult Programs

#### September 8– Mindful Meandering

Join us for an immersion of the senses as we lightly dabble into what the Japanese refer to as Forest Bathing. We will meditatively wind our way on a lush trail at Richard Young Forest Preserve.

**Ages:** 18 and older

**Location:** Richard Young Forest Preserve

**Time:** 10-11:30 am

**Price:** \$5 per person

**Register by September 6**

#### September 29– Walk and Unwined

Enjoy an afternoon of sunshine, fresh air, and wine tasting. After an invigorating hike we will tour and taste wine at Fox Valley Winery.

**Ages:** 21 and older

**Location:** Fox Valley Winery (travel to the forest preserve is included)

**Time:** 12:30-3:30 pm

**Price:** \$30 per person

**Register by September 26**

#### October 13–

#### Phones and PHOTOSynthesis

During this Program we will have our phones switched on to camera mode while we hike around Hoover Forest Preserve. On our hike we will look for picturesque views to snap while experimenting with creative angles and settings.

**Ages:** 18 and older

**Location:** Hoover Forest Preserve  
Eagle's Nest Pavilion

**Time:** 10-11:30 am

**Price:** \$10 per person

**Register by October 11**

#### November 10-What's a Tree to Me?

Slip on those walking shoes and head out to Richard Young for an interpretive hike. During this hike we will explore the importance, function, and beauty of trees.

**Ages:** 18 and older

**Location:** Richard Young Forest Preserve

**Time:** 10-11:30 am

**Price:** \$5 per person

**Register by November 8**

[illegible]



To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Director

RE: Procurement Card Request

Date: August 21, 2018

District staff is requesting the issuance of a procurement card for Stefanie Wiencke, Natural Beginnings Program Manager with a single-purchase limit of \$100 and monthly combined purchase limit of \$500.

A procurement card request was approved and issued to the previous Program Manager, and was collected and turned into the Treasurer's Office at the conclusion of her employment with the District.

The Committee of the Whole reviewed the request, approving a motion to forward the request to issue a procurement card to Stefanie Wiencke to Commission for consideration

Recommendations:

Consider a motion to forward a request to issue of a procurement card to Stefanie Wiencke, Natural Beginnings Program Manager to Commission with a single-purchase limit of \$100, and monthly combined purchase limit of \$500.

To: Kendall County Forest Preserve District Committee of the Whole

From: David Guritz, Director

RE: Blood Hound Private Utility Location Proposal

Date: August 21, 2018

During the last Blood Hound Private Utility locate, a sewer cam was used to confirm that the sewer intake pipe has been breached. Debris entering the breach is impacting lift-station pump operation, and requires repair.

A second Blood Hound sewer intake pipe inspection is being scheduled to inspect the remaining sections in order to determine the extent of the damage to inform the scope of work that will be requested from area contractors for the repair.

The District has received an estimate of \$1,550.00. The final cost will be coded to the District's capital fund.

The Committee of the Whole reviewed the proposal, approving a motion to forward the proposal to Commission for consideration.

Recommendation:

Consider a motion to approve a proposal received from Blood Hound Private Utility Location, LLC of Brownsburg, Indiana for the inspection of the lift station sewer intake pipe at Hoover Forest Preserve in the amount of \$1,550.00.



## ESTIMATE

Created Date 8/17/2018  
Estimate Number 41629  
District CHI

Customer	Kendall Co. Forest Reserve District	Name	David Guritz
Billing Phone	(630) 553-4131	Phone	(630) 553-4131
Billing Address	110 W. Madison St. Yorkville, IL 60560	Email	dguritz@co.kendall.il.us
Job Site Location	11285 Fox Road, Yorkville, IL, 60560		

Product	Quantity	Sales Price	Total Price
Main Line Sewer Cam (hourly)	2.00	\$250.00	\$500.00
Sewer Cam Mob (hourly)	7.00	\$150.00	\$1,050.00
Grand Total			\$1,550.00

## Scope of Work

Customer SOW Excavation.

BHUG SOW Client has requested a Revised Estimate for the following Scope of Work:

- Customer is advised this estimate is based on a 2-hour minimum. Any additional time required on site to complete the task beyond the minimum will be invoiced in 15-minute increments @ \$62.50 per increment, upon customer approval. A mobilization fee is included.
- Sanitary Sewer Locate and Inspection at referenced address, exact area to be determined once on site. Reference previous WO 115754 for additional information.
- Estimates INCLUDES ONLY the areas noted as:
  - Approximately two 300 LF stretches of pipe to be scanned.
- Inspect AND Video lines for assessment.
- Estimate does not include any jetting or cleaning of the lines.
- If lines have excessive debris in them then they may not be passable with a robotic camera unit.
- Client will be provided with Videos, PACP Report of all findings and a Site Sketch indicating the locations of all Lines.
- Site Sketch will also indicate all manhole structure numbers assigned to each structure (manhole, catch basin, etc...), so that they can be associated with the PACP Report.
- Estimates also does NOT include any Permitting, MOT Plans or Traffic Control. Client is responsible for any of those items or they can request an estimate revision.

Blood Hound will use electromagnetic (EM) and ground-penetrating-radar (GPR) equipment to locate private underground utilities at site indicated by client. All findings will be marked according to APWA standard. Customer is responsible for calling 811 for locates of any public utilities. If the scope of work should change or is different than that listed on estimate, please call our office for a revised estimate. Unless expressly noted, Vacuum Excavation estimates do not include any of the following services: Permitting, Traffic Control, Restoration, Special Restoration, Special Backfill or Waste Disposal. If you need any of those services please call our office for a revised estimate. Blood Hound is not responsible for the condition of the pipes or structures before or after jetting/clearing service is performed. Unsatisfactory conditions could be present within the structure and any services may bring those deficiencies to light. In the event of inclement weather, if the client still requests for crew to arrive on site, then the client will be responsible for minimum charges even if no work is performed.



Blood Hound  
750 Patricks Place  
Brownsburg, IN 46112



**ESTIMATE**

Created Date 8/17/2018  
Estimate Number 41629  
District CHI

**\*\*Payment is due at the time of service, unless you already have an account with us. If you do have an account with us, payment terms are Net 30 days, unless otherwise stated in a pre-approved contract. To learn more, please call the office at 888-858-9830.**

**\*\*PRICE MAY VARY BASED ON ACTUAL TIME ON SITE. The above pricing is based only on the information supplied by the customer. If a site walkthrough has not been conducted, this may affect the price.**

**WE LOOK FORWARD TO WORKING WITH YOU!**