

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Director

RE: March 2016 Director's Report

Date: April 12, 2016

Meetings, Events, and Programs

March 3	Forest Foundation Meet & Greet
March 10	Maramech Forest Preserve Restoration Workday
March 16	Ellis Staff Meeting
March 19	Pilot Maple Syrup Program
March 22	Speer Financial - Moody's Bond Rating Conference Call
March 23	Fox River Bluffs – Preserve Tour & Grant Photos
March 24	Interviews for Open Positions
March 26	Maramech Forest Preserve Restoration Workday
April 1	Hoover Forest Preserve – Rain Garden Planning Meeting
April 5	ZPAC Meeting
April 7	Forest Foundation Board Meeting
April 8	WSPY Interview with Anne Vickery
April 11	Antrex – Ellis Drainage Tile Inspection
April 11	Stephanie's Garden / Hoover Nature Playspace Planning Meeting
April 12	Ellis Equestrian & Grounds Staff Meeting

Priority Project Updates

Forest Foundation Updates

The Forest Foundation contributed a grant of \$300.00 to offset the supply purchase costs for the Maple Syrup pilot program. The Foundation is in process of extending invitations to seven individuals to join the Board of Trustees, which would increase the number of board members serving to 20 individuals. The Foundation is also working to establish working committees focusing on marketing, technology, recycling (green initiatives), bylaws, and nominations. Fall Fest planning and fundraising is underway.

LWCF/OSLAD Grant Reimbursement

The final billing statement has been completed and submitted to the State of Illinois for the Fox River Bluffs acquisition project.

Meadowhawk Lodge Repairs

Wight & Company has begun repairs to the portico, and should finish up the week of April 18, 2016. No change orders are anticipated.

2016 Series Refunding Bond Updates

A due diligence call with the bond underwriting firms is scheduled for Thursday of this week. The bonds will be sold next week, with documents signed by the Board President and Secretary on or around April 25.

Position Openings

Michael Downey of Plano accepted the part time position opening for Grounds Maintenance at Hoover Forest Preserve.

The Environmental Education department is working to schedule interviews for their summer camp instructors. Kristine Weis will be lending a hand with the Ellis equestrian camps.

Applications are being accepted for the Ellis seasonal positions, and the Natural Beginnings Lead Instructor position for this fall.

Stephanie's Garden / Hoover Nature Play Space Updates

The working committee met to discuss the approved Phase I construction plan and needs, and to discuss fundraising needs and strategies for completing the project. The Forest Foundation will be consulted to determine processes and recordkeeping requirements for acceptance of charitable contributions from the group's fundraising activities.

Ellis Herd Updates

Efforts are underway to find a retirement home for Polly, the mini-horse. Shadow is acclimating to Ellis well, and is supporting birthday parties and lessons for experienced riders. Equestrian center staff continues to monitor and balance horse workload and health issues in consultation with the veterinary staff from Fox Valley Equine Practice.

Marketing Updates

"The Knot" has extended an offer to promote Ellis as a premier venue during the first three months of a 12-month website storefront build-out. Total cost for the presence is \$3,000, half of which would be due in the current fiscal year, payable in monthly increments.

Ellis and Environmental Education staff members are exploring ways to promote the District's summer program opportunities. Banners for Route 52 and Fox River Drive have been purchased for roadside promotion prior to the start of and during the summer camp season.

Forest Preserve Restoration Projects

The ComEd Green Region grant project restoration work has been completed at Maramech with significant results. Approximately 30 volunteers extended support over two work days at the site, including a group of environmental science students from Oswego High School. The floristic quality inventory will begin in May and require several site visits. Additional work will be completed at Tucker-Millington Fen later this summer.

Ellis House Roof Inspection

Advanced Roofing Inc. performed an inspection of the Ellis House roof on April 11 to determine the extent of damage from high winds recently, and back in December. The report received will be passed on for review.

KC-TAP Intergovernmental Agreement

Kendall County will be approving the District's KC-TAP grant award for the Route 34 trail for \$6,000 representing 50% of the District's estimated cost share for completion of the required trail segments.

WSPY – Anne Vickery

Radio and television interviews with Anne Vickery took place on Friday, April 8, 2016. Topics covered included details on the District's license agreement with Sunrise North, efforts to balance the District's budget, bond refunding efforts, Millbrook Bridge, and challenges ahead. The interview also provided opportunities to promote District program services and rental venues.


Ellis Grounds Projects

A meeting with Sunrise North staff is scheduled for next week to discuss approaches for completing the ADA sidewalk and side entrance to the indoor arena, conversion of the wash stall for tack and equipment storage, and improvements to the northeast lime feedlot adjacent to the indoor arena. This will allow the District and Sunrise the ability to manage horses separately, while also providing access to pastures for each group.

The Conservation Foundation – Updates and Requests

The Conservation Foundation has invited the District to participate in development of a National Fish and Wildlife Foundation partnership and grant application with area conservation agencies to restore Monarch butterfly habitat. Efforts to restore portions of Henneberry Forest Preserve would tie in well with the program objectives, and provide approximately \$15,000 of matching support to offset a small portion of the restoration costs. The Foundation has requested District participation in their silent auction for their spring fundraiser. The fundraiser typically attracts over 500 donors and sponsors from across the region, and the District has traditionally contributed an overnight bunkhouse stay and use of Hoover facilities. The Conservation Foundation is hosting a "Naturalized Detention and Green Infrastructure Practices" workshop at Ellis House and Equestrian Center on May 13, 2016.

Respectfully submitted,



David Guritz, Director

KENDALL COUNTY FOREST PRESERVE

MONTHLY REPORT – MARCH 2016

RESERVATIONS / Responsibilities

Harris Forest Preserve

0 External - 0 guests

Guests:

Jay Woods, Richard Young and Subat Forest Preserves

0 External - 0 guests

Guests:

Hoover Forest Preserve (includes Meadowhawk Lodge & KC Outdoor Education Center)

3 Internal events: 57 guests:

12 External events: 377 guests

Guests: Fantasy Reenactment Group
Scout Troops: T496, T79, T17, T943, T597, T508, T222

Meadowhawk Lodge: 3 External events: 57 Guests
Toddling Naturalist: Wigglin' Worms & Maple Syrup Program
Maple Syrup Program

KC Outdoor Education Center: Plano, Sandwich, Yorkville & outside groups.
Total Guests: 924

Historic Courthouse

Internal: 0 events – 0 guests
Guests:

External: 19 events – 483 guests

Guests: ROE: Truancy Hearing, Bus Driver Training & Retired Teachers Meeting
Weight Control Meetings Randy Hultgren Meeting
KC Animal Control – Orientation Meeting 4H Monthly Meeting
KC Court Probation Services White Oak Homeowners Group
3rd Grade Mock Trial
KC Farm Bureau – Meet the Candidates
KC Administrative Services – Mayors & Managers

KENDALL COUNTY FOREST PRESERVE
MONTHLY REPORT – MARCH 2016

RESERVATIONS / Responsibilities

Responsibilities:

→ Director Assistance: I assist David Guritz on the Forest Preserve's meeting agenda's, meeting packets and the posting of these items on the website and building bulletin boards. I also assist in any Human Resource activities.

ReCPro Start Up: I am in the process of entering all of Ellis programs, house events and weddings into ReCPro. I have attached revenue reports generated from ReCPro for facility rentals, courthouse rentals and education programs for the month of March 2016.

Line Coding: I have been reviewing several line coding issues to ensure the correct code was used.

Worked with Kim Olson on time sheets and turning in the Payroll vouchers for the pay periods in March. Updated the part time hour's monthly report and sent to Glenn Campos.

Kim Olson & I worked together on Accounts Payables for the voucher periods in March. We went through all invoices and entered the vendor number and line item that was to be charged. I entered all vouchers into the system and printed out claims listing.

→ Education Program Registration: Received phone calls and e-mails regarding education programs. Summer camp registrations have been coming in and entered into RecPro. Both Nature Quest programs are filled and a waiting list started for both.

→ Field Trips: Entered 2 additional field trips. Received payments for the upcoming field trips.

→ Accounts Receivable: Entered all checks and cash received onto individual department spreadsheet. Keeping track of education program deposits for all programs, field trips, and Natural Beginnings and all shelter and bunkhouse rentals. Credit Card transaction deposit was completed and deposited.

→ Site Trak: (shelter & bunkhouse reservations): Reservations are still being entered into Site Trak in addition to ReCPro for scheduling purposes, but permits are being generated from ReCPro and sent out.

→ Ellis Deposits: I worked with the Treasurer's department in correcting deposit errors made so they can reconcile the statements. I have audited the Ellis deposits and made any necessary corrections.

Becky Antrim
Administrative Assistant / Reservation Coordinator

Course Revenue - Summary Report

Spring 2016

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Enivironmental Education

Public Programs

Course#	Course Title	Revenue	Actual Enroll	Max Enroll	% Full	Revenue Not Realized
23	Sense of Adventure	\$0.00	0	16	0%	\$960.00
24	Junior Naturalist	\$0.00	0	16	0%	\$960.00
25	Toddling Naturalist - Wigglin' Worms	\$20.00	4	16	25%	\$60.00
26	Babes in the Woods - Arts & Crafts	\$0.00	0	16	0%	\$80.00
27	Maple Syrup Program	\$75.00	18	50	36%	\$640.00
28	Toddling Naturalist - Maple Syrup Making	\$20.00	4	16	25%	\$60.00
29	Babes in the Woods - Waking up Spring	\$30.00	6	16	38%	\$50.00
30	Toddling Naturalist - Earth Day Celebration	\$10.00	2	16	13%	\$70.00
31	Babes in the Woods - Earth Day Celebration	\$30.00	6	16	38%	\$50.00
32	Wildflower Walk	\$0.00	0	16	0%	\$80.00
33	Toddling Naturalist - Awesome Amphibians	\$10.00	2	16	13%	\$70.00
34	Babes in the Woods - Insect Explorers	\$15.00	3	16	19%	\$65.00
Totals For Public Programs		\$210.00	45	226	20%	\$3,145.00
Totals For Enivironmental Education		\$210.00	45	226	20%	\$3,145.00
Grand Totals		\$210.00	45	226	20%	\$3,145.00

Facility Revenue - Summary Report

Receipt Dates: 3/1/2016 - 3/31/2016

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Facility Category Forest Preserve

Facility	Room	Use Type	Revenue	Refund	Total
Hoover Forest Preserve	Blazing Star	Scout Outing	\$760.00		\$760.00
Hoover Forest Preserve	Kingfisher	Scout Outing	\$150.00		\$150.00
Hoover Forest Preserve	Moonseed	Family Reunion	\$250.00		\$250.00
Hoover Forest Preserve	Moonseed	Scout Outing	\$440.00		\$440.00
Hoover Forest Preserve	Group Campsite B	Scout Outing	\$100.00		\$100.00
Hoover Forest Preserve	Group Campsite C	Scout Outing	\$220.00		\$220.00
Hoover Forest Preserve	Meadowhawk Lodge	Anniversary Party	\$390.00		\$390.00
Hoover Forest Preserve	Meadowhawk Lodge	Other	\$62.50		\$62.50
Hoover Forest Preserve	Meadowhawk Lodge	Wedding Ceremony	\$1,538.00		\$1,538.00
Harris Forest Preserve	Shelter 1	Birthday Party	\$100.00		\$100.00
Harris Forest Preserve	Shelter 1	Retirement Party	\$50.00		\$50.00
Harris Forest Preserve	Shelter 4	Family Outing	\$50.00		\$50.00
Richard Young Forest Preserve	Richard Young Forest Preserve	Family Reunion	\$100.00		\$100.00
Totals For Forest Preserve			\$4,210.50		\$4,210.50
Room Rental Totals			\$4,210.50		\$4,210.50

Facility Revenue - Summary Report

Receipt Dates: 3/1/2016 - 3/31/2016

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Package	Revenue	Refund	Total
Shelter 1 & 4 - Harris Forest Preserve	\$200.00		\$200.00
Package Rental Totals	\$200.00		\$200.00
Grand Totals	\$4,410.50	\$0.00	\$4,410.50

Facility Revenue - Summary Report

Receipt Dates: 3/1/2016 - 3/31/2016

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Facility Category **Historic Courthouse**

Facility	Room	Use Type	Revenue	Refund	Total
Historic Courthouse	East Wing Conference Room	School Outing	\$20.00		\$20.00
Historic Courthouse	Court Room	Other	\$160.00		\$160.00
Historic Courthouse	Court Room	School Outing	\$40.00		\$40.00
Totals For Historic Courthouse			\$220.00		\$220.00
Room Rental Totals			\$220.00		\$220.00



Merchandise Revenue - Summary

Receipt Dates: 3/1/2016 - 3/31/2016

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Birthday Party

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Birthday Party - County	3	\$276.00	0		3	\$276.00
Birthday Party - Non-County	6	\$597.50	0		6	\$597.50
Birthday Party		\$873.50				\$873.50

Ellis - Donation

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Donations	1	\$125.00	0		1	\$125.00
Ellis - Donation		\$125.00				\$125.00

Ellis House

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
5K Event	3	\$130.00	0		3	\$130.00
Miscellaneous Events (Showers, Bday Parties, etc)	11	\$1,327.38	0		11	\$1,327.38
Ellis House		\$1,457.38				\$1,457.38

Riding Lessons

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Riding Lessons - Individual - County	7	\$280.00	0		7	\$280.00
Riding Lessons - Individual - Non-County	9	\$811.15	0		9	\$811.15
Riding Lessons - Package - County	5	\$800.00	0		5	\$800.00
Riding Lessons - Package - Non-County	11	\$1,984.50	0		11	\$1,984.50
Riding Lessons		\$3,875.65				\$3,875.65

Merchandise Revenue - Summary

Receipt Dates: 3/1/2016 - 3/31/2016

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Weddings

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Weddings	18	\$8,242.63	0		18	\$8,242.63
Grand Totals		\$14,574.16				\$14,574.16

GROUNDS & MAINTENANCE STAFF REPORT

MARCH 2016

Kim Olson, Superintendent

Kim Olson, Patrick Higgins and Ron Smrz - *Maintain all KCFPD properties.*

Jay Teckenbrock - *maintain Hoover*

March - PATRICK HIGGINS AND RON SMRZ

- Patrick and Ron open all preserves each weekday by 8am.
- The Historic Courthouse squirrels have certainly become a part of the FP attention, taking up residence in the Van not once...but twice! Destructive little creatures!
- We all are continuing to learn the Hoover infrastructure and maintenance. This remains a priority! Tankless Water Heaters, furnaces, various forms of Lighting, Geothermal Tech, Thermostats, Filters etc. we are making our way through the "city unto itself"!
- We cleaned and removed all winter apparatus! Yay! Spring is here!
- Patrick and Ron continue to carry the majority of the duties and load for Hoover as well as the rest of the preserves. They continue to assist with Jay's training.
- Ash Tree removal continues to be an ongoing endeavor, both by us and by companies when too hazardous for us...and will continue for years to come.
- Spring cleaning has begun as we prepare for the "busy" Season. Gravel, trees, garbage, switching of equipment to accommodate the Season and all remnants of Winter to be cleaned and repaired.
- Patrick and Ron have been hauling TONS (literally) of stone for road repair, particularly at Hoover.
- Ron and Patrick split wood for Hoover whenever they get the chance.
- Ron assisted Dave and me at a workday at Maramech, a lot was accomplished!
- Cliff Oleson opens on Sundays and Holidays.

March -KIM OLSON

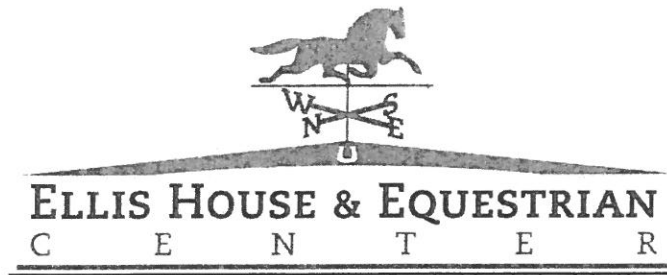
- I assist in payroll, vouchers, reservations, mail, etc.
- I continue in the training of Jay Teckenbrock to learn his post at Hoover. He is coming along quite nicely; it takes a full year of all four Seasons to fully be trained. I continue the re-structuring and juggling scheduling of all the various duties with a sparse part time staff as needed to accommodate Hoover responsibilities required. Hoover demands a 24/7/365 schedule for the bunkhouses and Meadowhawk Lodge functions.
- I continue to be busy making the arrangements/researching and assisting in all repairs, appts., ordering parts as needed for all the break downs that have been occurring!
- I arrange for all parts, scheduling repairs for all infrastructures.
- I have been doing the Lagoon H2O testing when required.
- I make the schedule and fill in where needed for all staff as needed to keep things running safe.
- I work closely with Dave and Becky to plan and manage all that is needed to keep things running and in order.

HOOVER:

- Chris Bazos assists on weekends with overnight guests, "check ins and outs", camper needs and various duties to keep things running.
- Jared Anderson closes, opens and cleans part time.

ROUTINE DUTIES-FULL AND PART TIME STAFF

- The full time staff is responsible for ALL maintenance required to successfully run the Kendall County Forest Preserve District properties. This includes but is not limited to the following:
Opening/closing, electrical, plumbing, carpentry, equipment operation, mechanical / equipment repairs, painting, herbicide application, prescribed burns, logging records of all restoration/herbicide efforts, tree removal, demolition/building of structures, snow removal, testing of water supplies, cleaning of all buildings, Forest/Prairie restoration, road, parking lots and trail maintenance, education, various ordering and picking up of all supplies, and mowing.



Board Updates March, 2016

House Bookings:

- March 6, 2016 – Birthday Party
- March 12, 2016 – Wedding at Meadowhawk
- March 19, 2016 – Baby shower
- April 16, 2016 – Baby Shower
- April 17, 2016 – Bridal Shower
- April 23, 2016 – Baby Shower
- April 30, 2016 – Wedding
- May 1, 2016 – Bridal Shower
- May 13, 2016 – Conservation Foundation
- May 21, 2016 – Wedding – Joliet. Well the first time we heard about it was my sister saying that her high school class was thinking about having their reunion there. But then we basically googled outside wedding venues. When we saw that there was going to be a bridal expo there it was a no brainer that we should go and see! Booked: 4/10/15
- May 28, 2016 – Wedding – Minooka – I went to a wedding there for Kyle McKenna Booked: 6/26/15
- May 29, 2016 – Wedding – Plano – The knot. Booked: 7/17/2015
- June 11, 2016 – Wedding – Michael has been to two different wedding, and my future mother-in-law found a wedding expo flyer online. Shorewood – Booked: 5/24/15
- June 25, 2016 – Wedding – Plainfield. We went to the event that you held a little while ago and got information that way. It was the expo if I recall! Booked: 3/7/15
- July 2, 2016 – Wedding – Oswego – I think I found it on the knot or rustic weddings site and Mark from Uncle Bubs brought it up later. Booked: 11/22/2015
- July 9, 2016 – Wedding – Tinley Park – Dan found your venue from searching the internet. He thinks he saw it listed on rustic bride. Booked: 6/6/2015
- August 20, 2016 – Wedding – Worth – The Bridal expo! :) Booked: 7/1/15
- August 27, 2016 – Wedding – Morris – Dollinger Pumpkin Farm referred me after I had contacted them on a possible venue with them. Booked: 8/19/15

- September 3, 2016 – Wedding – Channahon – I think it was the knot online! Booked: 6/4/15
- Saturday, September 10, 2016 – Wedding - Channahon – A friend's sister is getting married there this spring. Booked: 10/14/2015
- September 17, 2016 – Wedding – Plainfield – We found out about Ellis through a Google search! Booked: 10/27/14
- September 24, 2016 – Wedding – Chicago – We actually heard about it from Taryn Krippel and Darren Hancock, who will be having their wedding at the Ellis house in 2016 as well! Thanks! Booked: 7/22/15
- October 1, 2016 – Wedding – Plano – Booked: 2/6/16
- October 7, 2016 – Wedding – Elwood – I heard about the facility from Amanda Millers wedding and also got info from Tarissa Phillips, who got married there as well. Booked: 12/14/14
- October 8, 2016 – Wedding – Winfield – Brittany and Tim Sullivan. Booked: 11/30/2015
- Saturday, May 13, 2017 – Wedding - Channahon – From Kaytee (I have work with her sister Melissa) Booked: 10/14/2015
- May 13, 2017 - Wedding
- June 3, 2017 – Wedding – Minooka. We heard about Ellis House through weddingwire.com and theknot.com. After meeting with you and seeing how beautiful the property is, it was easy to decide Ellis is where we want to have our wedding. Booked: 4/11/2015
- June 10, 2017 – Wedding – Booked: 3/19/16
- June 17, 2016 – Wedding – Booked: 3/19/16
- June 24, 2017 - Wedding

Total Bookings:

2017 –
 Weddings = 6

2016 –
 Birthday Parties = 3
 Baby Showers – 4
 Bridal Showers – 2
 Corporate – 1
 Weddings at MHL - 1
 Weddings = 16 / \$57,600.00

2015 –
 Birthday Parties = 1
 Bridal Showers = 2
 Graduation Parties = 1
 Weddings = 14 / \$46,200.00

2014 –

Baby Showers = 1
Bridal Showers = 1
Weddings = 15

2013 –

Baby Showers = 1
Bridal Showers = 2
Church Retreats = 1
Weddings = 21

2012 –

Anniversary Parties = 1
Baby Showers = 3
Church Retreats = 1
Graduation Parties = 2
Weddings = 9

House/Property Tours:

- 8 – EHEC

To: Kendall County Board of Commissioners

From: Emily Dombrowski, Environmental Education Coordinator

April Morris, Environmental Education Coordinator

RE: Education Department Monthly Report

Date: April 8, 2016

The Education Department has been busy preparing for spring programming as well as summer camps.

We held our Maple Syrup program on March 19th. We had 18 participants come out for the program. This program included a guided hike and a pancake breakfast with real maple syrup afterwards. The Kendall County Forest Foundation gave us a donation for supplies and Silver Dollar Pancakes donated the pancakes for the event. We hope to have even more participants next year and make this an annual spring program.

April and May are filled with many school programs. We will be teaching over 2,600 students in the remaining months of the school year. We have a school program every day in May until May 24.

Camp registration is open and we have been receiving lots of registrations in the mail. Two of our camps are full with waiting lists and we will be continuing to promote to fill the remaining camps. We will be hiring part time seasonal camp instructors this month.

Our spring public program series have been very successful. Every program this spring has filled and both our Babes in the Woods program and Toddling Naturalist program have repeat program participants. We hope to have this trend continue into the summer.

To: Kendall County Board of Commissioners

From: Megan Gessler, Natural Beginnings Early Childhood Program Manager

RE: Natural Beginnings Program Updates

Date: April 12, 2016

The weather is perfect for mud and creek hikes at Natural Beginnings! The kids are excited to get muddy and explore the wet areas. We are currently exploring our Insect Unit and we will be having special visitors next week when Ed Bell stops by to show our students his prized bees.

Parent surveys came back and they are overwhelmingly positive! We would be happy to share all surveys at any time or give a tour to interested board members.

As our school year comes to a close, we will have our year-end celebration on May 27th.

Megan is organizing a Midwest Early Childhood Educator Symposium at the Morton Arboretum scheduled for June 7th and August 15-17th our Lead Teachers will be travelling to a national conference in Minnesota to attend the Nature-Based Preschool National Conference.

We are still looking for a T/Th teacher at NB, so please help spread the word!

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMITTEE OF THE WHOLE AGENDA**

WEDNESDAY, APRIL 13, 2016

5:30 P.M.

KENDALL COUNTY BOARD ROOM

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Citizens to be Heard
- V. Director's Report
- VI. National Fish and Wildlife Foundation – Monarch Butterfly Conservation Fund Collaborative Grant Opportunity
- VII. The Conservation Foundation – Earth Day Benefit Dinner Request
- VIII. Ellis House & Meadowhawk Lodge Event Venue Marketing Opportunity
- IX. IDOT Correspondence – US 30 Phase I Improvement Project (Illinois Route 47 to Illinois Route 31 Trail Project)
- X. Facility and Event Attendant Position Description
- XI. Executive Session
- XII. Other Items of Business
- XIII. Citizens to be Heard
- XIV. Adjournment

KENDALL COUNTY FOREST PRESERVE DISTRICT

HISTORIC KENDALL COUNTY COURTHOUSE

110 WEST MADISON STREET

YORKVILLE, IL 60560

April 13, 2016

Mr. Brook McDonald
The Conservation Foundation
10s404 Knoch Knolls Road
Naperville, IL 60565

Dear Mr. McDonald:

The Kendall County Forest Preserve District has a long and successful history of working with The Conservation Foundation. We are excited by the opportunity for a future partnership working together on the National Fish and Wildlife Foundation's 2016 Monarch Butterfly Conservation Fund Program.

The Kendall County Forest Preserve District is committed to protecting the monarch and other pollinators in Illinois by providing them the needed habitat for them to thrive. The Fox Valley Monarch Corridor Project will increase both the abundance of milkweed and the diversity of nectar plants strengthening the connected patchwork of monarch habitat and supporting their annual life cycle and migration.

As part of this collaborative effort, and within the timeframe of January 2017 to January 2019, the District will commit to expanding pollinator habitat at Henneberry Forest Preserve as part of our efforts to convert 45 acres of cropland to prairie habitat. This project will also serve to increase the abundance of our local seed source material to support future restoration efforts, including a 100 acre restoration effort at Fox River Bluffs that will be supported by completion of the important project work at Henneberry Forest Preserve.

The Kendall County Forest Preserve District is committing to match a minimum 1:1 the dollar amount it receives for this project.

We look forward to being a part of this important effort.

Sincerely,

David Guritz
Executive Director

Partner

Land Conservancy of McHenry County

Conserve Lake County

Barrington Area Conservation Trust

Dupage Forest Preserve District

Kane County Forest Preserve District

Kendall County Forest Preserve District

Dundee Township

Campton Township

Fox Valley Park District

Oswegoland Park District

Fermi Natural Areas

The Conservation Foundation



NFWF



Monarch Butterfly Conservation Fund

2016 REQUEST FOR PROPOSALS

Full Proposal Due Date: *Monday, May 2nd, 2016 by 11:59 PM Eastern Standard Time*

OVERVIEW

The monarch butterfly is an iconic species that inspires people throughout North America, but its population numbers have declined over the last two decades. Monarchs have gained familiarity due to their beauty, accessibility (many people have encountered them), and worldwide attention for the migratory phenomenon they exhibit. The migration of monarch butterflies in North America to overwintering sites in Mexico is among nature's most spectacular phenomena.

North American monarchs form two distinct populations: a western population and an eastern population, separated by the Rocky Mountains. The eastern population is critically important as it comprises the majority (over 95%) of the continent's monarch population. Each summer and fall, millions of monarch butterflies migrate up to 3,000 km from their summer breeding range in parts of Canada and the central U.S. to their overwintering sites in central Mexico where they congregate in densely packed groups.

Monarchs cannot survive without milkweed (*Asclepias* spp.). Adult butterflies lay eggs on milkweed plants as the host plant for larvae; monarch caterpillars consume only this species. In early spring, the first generation of the wintering butterflies in Mexico begin their northbound journey, arriving in Texas and neighboring states where they lay eggs on milkweed plants. The larvae hatch on milkweed and eventually emerge as adult butterflies and disperse from their spring breeding habitat into the rest of the eastern U.S. and Canada in search of milkweed as they continue their annual cycle of multiple generations. Several generations of monarchs will occur during this northern migration. At this time, the late summer adult monarchs from the eastern population begin a return migration to Central Mexico, their ancestral homeland, yet a place none of these individuals have ever seen.

In contrast to the annual cycle of the eastern migratory population, the breeding area of the western population occurs throughout western United States and Canada and overwinters on coastal California. The western population of monarchs winter in small clusters along the California coast, from San Diego in the south to just north of the San Francisco Bay. In summer these monarchs disperse throughout the western U.S. and Canada, but their movements, habitat requirements, as well as other aspects of their natural history are lesser known than the eastern population.

Recent surveys of monarchs overwintering in Mexico indicate that the population fell in 2013 to 10% of the 20-yr average. Multiple threats are known to impact monarch survival and experts agree that a decline in milkweed and nectar plants in the summer breeding areas in the Midwest has reduced the ability of the population to recover to historical levels. Conversion of land to agriculture, other land uses, and use of more efficient and productive weed management practices have contributed to a decline in the availability of milkweeds for sustaining the monarch population.

Winter population surveys for the western population have also shown a steady decline in numbers over the long term trends (50% decline). Loss and degradation of habitat at these wintering sites is a known contributor.

NFWF's Monarch Butterfly Conservation Fund will support efforts to increase monarch butterfly population numbers – with the ultimate goal of supporting a resilient population and continuing its migratory phenomenon. The Monarch Butterfly Conservation Fund will prioritize the eastern, migratory population (roughly 20% will be directed towards the state of Texas spring breeding area and population) and a portion of awarded funds will be allocated to the western population. Resident populations in south Florida or elsewhere are not priorities for the Monarch Butterfly Conservation Fund at this time. Recognizing that research on monarchs is ongoing, we anticipate that the strategic focus of the program may shift from year to year as we learn more about the threats to the species and the solutions that address those threats. This year, the goal is to focus on three strategies that are broadly considered critical to reversing the decline of the population. They are: 1) increasing connectivity in habitat for monarchs (i.e., habitat conservation, restoration, and improved land management practices); 2) enhancing coordination and capacity of monarch butterfly conservation efforts; and 3) improving the seed supply of regionally adapted and native milkweeds and nectar-producing plant species.

By supporting these strategies, the Monarch Butterfly Conservation Fund will be investing in both short-term (habitat restoration and best management practices) and long-term solutions (sustainable seed supply and organizational capacity) to bolster monarch numbers and support a healthy and sustainable population.

Approximately \$3.9 million is available in this year of the Monarch Butterfly Conservation Fund. Funding is provided by the U.S. Fish and Wildlife Service, Monsanto Company, the U.S. Department of Agriculture's Forest Service, Bureau of Land Management, United States Geological Survey, as well as private National Fish and Wildlife Foundation funds. Grants may be up to two years in length and will generally range in size from \$50,000 to \$250,000. Matching funds of at least 1:1 in non-U.S. federal funds are required.

GEOGRAPHIC FOCUS

Monarch Butterfly Conservation Fund grants will be awarded to projects that significantly advance monarch butterfly conservation in the monarch butterfly range in North America (USA, Mexico, and Canada). Applications are encouraged throughout the species range; however a priority has been placed for project awards with activities that occur in the eastern population's migratory flyway often called the "monarch butterfly corridor". This includes the 14 priority states of North Dakota, South Dakota, Nebraska, Kansas, Minnesota, Wisconsin, Michigan, Iowa, Missouri, Illinois, Indiana, Arkansas, Oklahoma, and Texas. Proposals are welcomed from other states and projects in the West will be awarded, with priority given to proposals with activity on or adjacent to USDA Forest Service and Bureau of Land Management lands. Proposals also will be accepted from Mexico and Canada.

PROGRAM PRIORITIES

Competitive Monarch Butterfly Conservation Fund proposals should address one or more of the following strategies: 1) increasing habitat availability for monarchs (i.e., restoration, enhancement, land management, and creating habitat connectivity,) with associated monitoring to assure conservation efforts are —effective and strategic; 2) enhancing coordination and capacity of monarch butterfly conservation efforts; and 3) improving the seed supply and affordability of regionally adapted milkweed (*Asclepias* spp.) and nectar-producing plants (prairie species). Within the expansive monarch distribution, physiographic and social conditions vary widely across the species' range. As a result, proposals should describe local or regional conditions and address them in the context of the three major strategies described below.

1. *Habitat Improvement and Best Management Practices:* The overall goal is having a connected patchwork of monarch habitat across the monarch range to support the annual life cycles and migration. NFWF will prioritize projects to increase the quantity, quality, and connectivity of monarch butterfly habitat. Emphasis will be on land restoration acres containing ample milkweed and a diversity of nectar plants. Also important will be monitoring effectiveness of proposal outcomes for number of monarchs and reporting the establishment rates (and acreage) of new habitat to assure conservation efforts are productive and targeted to key landscapes. Improving habitat management using best management practices is also a priority (e.g., timing, frequency, and tools used for monarch/prairie habitat). Specifically in Mexico, provision of habitat and protection of overwintering sites will be prioritized.

If preparing a restoration proposal please define the step-by-step restoration process. Proposals should emphasize adapted milkweed species and nectar plants. Restoration work will be focused on several categories of land:

- State, private, tribal and other lands managed by professionals.
 - Lands in the west managed by (or adjacent to) the USDA Forest Service and/or Bureau of Land Management.
 - Habitats managed and retained for the movement of people and goods and services, such as: railroad right-of-ways, transmission/pipeline corridors, levees, and roadsides.
 - Agricultural Lands: marginal land, buffers, rangeland and pastureland, including land enrolled in Farm Bill programs.
2. *Organizational Coordination and Capacity:* NFWF will seek to increase organizational capacity and coordination among organizations, 501c (3), states, and NGOs engaged in monarch conservation. Funding for state and regional monarch conservation consortiums will be available, and should include participation by academia, NGOs, federal, state, and local governments, and the private sector. Funding will be awarded to support positions and programming that is additive (i.e., new positions and programming as opposed to existing positions and overhead).
 3. *Regionally Adapted and Native Plant Seed Supply:* There are many species of milkweed and nectaring plants, each with different habitat requirements and regional suitability. In some

areas there is limited availability of appropriate varieties and blends. NFWF will make grants to help ensure adequate native milkweed and nectar-producing plant seed or plugs. Additionally, NFWF will prioritize projects that propose ways to increase affordability of local/regionally adapted seed blends per acre. Projects that grow and then collect seed with a planned pathway for new seed to be sown will be competitive.

An underlying premise of the Monarch Butterfly Conservation Fund is that investment in a core set of strategies can achieve measurable outcomes that span several aspects of monarch conservation. The Monarch Butterfly Conservation Fund does not preclude investments in high-priority features in other areas, but the strategies above will drive investments to restore high quality monarch habitat and subsequently monarch butterflies.

PROJECT METRICS

The following metrics will be used to both assess proposals and to track progress. The Monarch Butterfly Conservation Fund has a list of metrics in Easygrants for grantees to choose from for reporting. We ask that you select the most relevant metrics from this list (all possible program metrics are shown in the table below). If you do not believe an applicable metric has been provided, please contact Teal Edelen to discuss acceptable alternatives.

Project Activity	Recommended Metric	Additional Guidance for Applicants
Monarch Habitat	Acres restored/enhanced*	
	Patches restored/enhanced	Patch is defined by at least .10 acre in size
	Conservation plans created	Number of conservation plans created
Milkweed Seed and Plugs	Pounds of milkweed seeds collected	
	Number of plugs propagated	Please designate acres on farm, other private land, public land
Capacity Building for Monarch Conservation	Number of individuals or partners reached	Please designate methodology of outreach
	Number of landowners reached taking monarch habitat conservation actions	
	Number of FTEs hired	
	Number of FTEs sustained	
	Number of workshops hosted	

*Definitions of restore and enhance:

Restore - The manipulation of an area with the goal of returning natural/historical function(s) and integrity to a site that has lost or degraded native habitat for monarchs.

Enhance - The manipulation of an area to change specific function(s) or successional stage of the project site conditions to provide additional benefits for monarchs (e.g., interseeding existing habitat with milkweeds and forbs).

Site preparation activities, such as weed management, removal, burning, etc., as well as maintenance activities are encouraged, but should be budgeted for matching funds.

ELIGIBILITY

- **Eligible and Ineligible Entities**

- ✓ Eligible applicants include non-profit 501(c) organizations, U.S. Federal government agencies, state government agencies, local governments, municipal governments, Indian tribes, educational institutions, and international organizations.
- ✗ Ineligible applicants include for profit businesses and unincorporated individuals.

- **Ineligible Uses of Grant Funds**

- ✗ NFWF funds and matching contributions may not be used for terrorist activities or in violation of the Foreign Corrupt Practices Act.
- ✗ NFWF funds and matching contributions may not be used to support political advocacy, fundraising, lobbying, or litigation.
- ✗ NFWF funds and matching contributions may not be used to support ongoing efforts to comply with legal requirements, including permit conditions, mitigation and settlement agreements. However, grant funds may be used to support projects that enhance or improve upon existing baseline compliance efforts.

FUNDING AVAILABILITY

The Monarch Butterfly Conservation Fund will award up to approximately \$3.9 million in grants in 2016. Grants may be up to two years in length and will generally range in size from \$50,000 to \$250,000. Matching funds of at least 1:1 in non-U.S. federal funds will be required. Funding has been provided by U.S. Fish and Wildlife Service, Monsanto Company, USDA Forest Service, Bureau of Land Management, United States Geological Survey, and private National Fish and Wildlife Foundation funds.

EVALUATION CRITERIA

All proposals will be screened for relevance, accuracy, completeness and compliance with NFWF and funding source policies. Proposals will then be evaluated based on the extent to which they meet the following criteria.

Required Criteria:

Program Goals and Priorities – Project contributes to the Program’s overall habitat and species conservation goals, and has specific, quantifiable performance metrics to evaluate project success. Project addresses one or more of the program priorities outlined in the Request for Proposals.

Technical Merit – Project is technically sound and feasible, and the proposal sets forth a clear, logical and achievable work plan and timeline. Project engages appropriate technical experts throughout project planning, design and implementation to ensure activities are appropriate.

Budget – Costs are allowable, reasonable and budgeted in accordance with NFWF’s [Budget Instructions](#) cost categories. Federally-funded projects must be in compliance with OMB Uniform Guidance as applicable ([OMB Uniform Guidance](#)).

Other Criteria:

Partnership – An appropriate partnership exists to implement the project and the project is supported by a strong local partnership that leverages additional funds. A 1:1 non-federal, US match is required for all awards.

Complementarity – Project complements and builds on the work of others rather than duplicating efforts.

Transferability – Project has potential and plan to transfer lessons learned to other communities and/or to be integrated into government programs and policies.

Communication – Project includes a detailed plan to communicate information about the project to appropriate audiences.

Funding Need – Project establishes a clear need for the funds being requested, and demonstrates that activities would not move forward absent funding.

Conservation Plan and Context – The project advances an existing conservation plan or strategy.

Monitoring – Project includes a plan for monitoring progress during and after the proposed project period to track project success and adaptively address new challenges and opportunities as they arise.

Long-term Sustainability – Project will be maintained to ensure benefits are achieved and sustained over time. This should include how future funding will be secured to implement necessary long-term monitoring and maintenance activities.

Past Success – Applicant has a proven track record of success in implementing conservation practices with specific, measurable results.

OTHER

Federal Funding Requirements: Projects selected to receive Federal funding may be subject to requirements under the National Environmental Policy Act, Endangered Species Act, and National Historic Preservation Act. Documentation of compliance with these regulations must be approved prior to initiating activities that disturb or alter habitat or other features of the project site(s). Applicants should budget time and resources to obtain the needed approvals. Federally-funded projects must operate in compliance with the [OMB Uniform Guidance](#) as applicable to the applicant.

Quality Assurance: If a project involves significant monitoring, data collection or data use, grantees will be asked to prepare and submit quality assurance documentation (www.epa.gov/quality/qapps.html). Applicants should budget time and resources to complete this task.

Permits: Successful applicants will be required to provide sufficient documentation that the project expects to receive or has received all necessary permits and clearances to comply with any Federal, state or local requirements. Where projects involve work in the waters of the United States, NFWF strongly encourages applicants to conduct a permit pre-application meeting with the Army Corps of Engineers prior to submitting their proposal. In some cases, if a permit pre-application meeting has not been completed, NFWF may require successful applicants to complete such a meeting prior to grant award.

TIMELINE

Dates of activities are subject to change. Please check the [Monarch Butterfly Conservation Fund Program](#) page of the NFWF website for the most current dates and information.

- | | |
|--------------------------|-------------------------|
| ✓ Applicant Webinar | April 5th, 2:00 PM, EST |
| ✓ Full Proposal Due Date | May 2nd, 11:59 PM, EST |
| ✓ Awards Announced | Mid-August, via email |

HOW TO APPLY

All application materials must be submitted online through National Fish and Wildlife Foundation's Easygrants system.

1. Go to www.nfwf.org/easygrants to register in our Easygrants online system. New users to the system will be prompted to register before starting the application (if you already are a registered user, use your existing login). Enter your applicant information.
2. Once on your homepage, click the "Apply for Funding" button and select this RFP's "Funding Opportunity" from the list of options.

3. Follow the instructions in Easygrants to complete your application. Once an application has been started, it may be saved and returned to at a later time for completion and submission.

APPLICATION ASSISTANCE

A PDF version of this RFP can be downloaded at [Monarch Fund Program](#).

A *Tip Sheet* is available for quick reference while you are working through your application. This document can be downloaded at [Monarch Fund Program](#). Additional information to support the application process can be accessed on the NFWF website's "Applicant Information" page (<http://www.nfwf.org/whatwedo/grants/applicants/Pages/home.aspx>).

For more information or questions about this RFP, please contact:

Teal Edelen, Manager, Central Region Office

Email: teal.edelen@nfwf.org

Tel: 202-595-2473

For issues or assistance with our online Easygrants system, please contact:

Easygrants Helpdesk

Email: Easygrants@nfwf.org

Voicemail: 202-595-2497

Hours: 9:00 am to 5:00 pm EST, Monday-Friday.

Include: your name, proposal ID #, e-mail address, phone number, program you are applying to, and a description of the issue.

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Events

Events

[Earth Day Benefit Dinner](#)
[DuPage River Sweep](#)
[Stormwater Seminars](#)
[Upcoming Events](#)

Upcoming Events > 2016 Earth Day Benefit Dinner

APRIL 21, 2016

2016 Earth Day Benefit Dinner

The 2016 Earth Day Benefit Dinner will be held **Thursday, April 21st, 2016, 5:00pm to 9:00pm at Bobak's Signature Events in Woodridge**. Our largest fundraiser of the year, the Earth Day Benefit Dinner is a wonderful evening filled with laughter and camaraderie, all in support of conservation. It features an **exquisite dinner, raffle, an inspiring video, a not-to-be-missed nature-themed silent auction and an opportunity to support our work to save nature in your neighborhood and all of the places we call home.**

Registration

Individual tickets to the Earth Day Benefit Dinner are \$100 each.

[Register Now](#)

Please contact Carrie Thompson at 630-428-4500, Ext. 110 or cthompson@theconservationfoundation.org if you would like more information and check back on this webpage often!

Sponsorship

The Earth Day Benefit Dinner's success each year is due to the support of our sponsors and silent auction donors.

Our Table Sponsorship Opportunities are as follows:

\$5,000 Platinum
\$2,500 Gold
\$1,500 Silver

[Click here to become a sponsor online.](#)

All sponsorships include a table of eight at the dinner and acknowledgment before, during and after the event. [Click here to see the benefits of sponsorship](#), or contact Chere Hayes at 630-428-4500, Ext. 117 or by email ([click here](#)).

Silent Auction

Members and friends of the Foundation and businesses throughout Northeastern Illinois donate artwork, books, jewelry, native plant material, trips, and adventure, sports and dining certificates each year that have earned our silent auction its acclaimed reputation. If you would like to donate an item to the silent auction, please fill out the Silent Auction Donation form or email Jill Johnson.

All sponsorships and auction donations are tax deductible.

We will again be using BidPal, the electronic auction system that lets our Benefit Dinner guests browse the entire silent auction from their smartphones, saving forests of paper, giving our event that "cool factor", and giving us another snazzy way to acknowledge our generous donors.



We hope you will join us for this special and important evening!

Kendall County Stormwater Workshop
**Naturalized Detention & Green Infrastructure Practices:
*Management and Maintenance
in Your Community***



May 13, 2016

9:15 am - 2:30 pm

(8:30 am Registration & refreshments / Lunch provided)

Ellis House, Baker Forest Preserve, 13986 McKanna Rd., Minooka, IL

4 PDHs available

Registration: \$10/Person by May 6th

www.theconservationfoundation.org

*Limited Space—
Register Early!*

Municipal and county leaders, engineering, planning, public works and landscaping professionals, elected officials, Homeowners Association representatives, and plan commissioners will benefit from this workshop on the successful management and maintenance of naturalized detention areas. Enjoy the scenic setting as you learn the best ways to manage stormwater in your community.

AGENDA

**Keynote: Implementing Sensible Green Infrastructure in Our Communities:
Value and Challenges**

Dennis Dreher, Geosyntec Consultants

Successful Maintenance of Naturalized Detention Areas

Bill Bedrossian, Bedrock Earthscapes, LLC

Successful Stormwater Planning, Implementation & Maintenance Case Study: Village of Montgomery

Jerad Chipman, Village of Montgomery

Kendall County's Natural Areas Monitoring Contract

Megan Andrews, Kendall County Soil & Water Conservation District

The Conservation Foundation's Natural Areas Assurance Program

Jennifer Hammer, The Conservation Foundation

The Conservation Foundation's Pollinator Meadow Mix

Jim Kleinwachter, The Conservation Foundation

Pollinator Meadow Mix Planting Project at Ellis House

Seth Crackel, The Pizzo Group



This workshop is presented with generous support from a LyondellBasell Corporation community grant.

**Co-sponsors: Kendall County Board, Kendall County Soil and Water Conservation District,
Aux Sable Creek Watershed Coalition**

The Conservation Foundation

Ph. 630-553-0687 x204

Register Online at www.theconservationfoundation.org

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162 is the average number of guests

7 wedding pros are hired, on average

\$33,391 average spend on the wedding,
excluding honeymoon

BEFORE THE I-DO

15 months
is the average engagement length

87% research wedding
pros online

73% of couples access TheKnot.com
from their smartphones

86% of couples use *The Knot* Magazines to
research their wedding details



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opportunity
for you!

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98% of couples are opting for engagement parties, showers,
after-parties, day-after brunches, etc.

DID YOU KNOW?

47% of couples visit TheKnot.com
before they're even engaged

95% of couples use TheKnot.com
to help plan their wedding

81% of couples use The Knot mobile
apps when planning their wedding



PARTNER WITH THE #1 WEDDING BRAND TO CONNECT WITH THESE COUPLES!

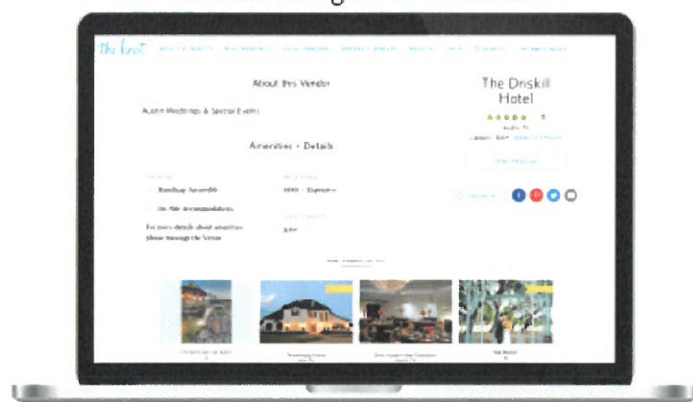
Source: The Knot Real Weddings Study 2014; The Knot Jewelry + Engagement Study 2015 (involved brides); Photo: Antonis Achilleos

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- Business name inclusion on results pages.
- Competitors' ads appear at the bottom of your listing and when a visitor initiates a message to your business.

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Storefront on TheKnot.com



14x
MORE
LEADS

Benefits of The Knot Storefront include:

- Image on results pages.
- Unlimited images and video.
- Business details, list of amenities and contact information.
- Personal bio and photo.
- Ability to respond to reviews and place the best first.
- Real Weddings Gallery.
- Social media links.
- Lead management tools in My Account.
- Access to performance stats in My Account dashboard.
- Inclusion on Limited Listings.
- Your Storefront appears on DavidsBridal.com for added exposure.*
- AND SO MUCH MORE!

*Note: Storefront placement on DavidsBridal.com is available to select categories, not all apply.
Source: Vendor Tracking Report, December 2015

Hi Dave,

You would be receiving the storefront for \$250/month for 12 months and then you would get the preferred upgrade or spotlight banner as an add on for the first 3 months at no extra cost to you. You can pay monthly.

The storefronts are identical once clicked on between the standard storefront and the preferred listings (it's also the same for the featured and premium featured as well). The difference is placement on the site. The higher up you appear in the search, the more clicks you'll get- google has taught all of us that! Without applying any filters, our Preferred listings rotate primarily between pages 3-5 (Featured and Premium Featured take up the whole first page and Full Page magazine vendors rotate following after featured and Premium Featured on pages 2-3). Our standard storefronts rotate randomly between pages 5 and 6. The free (aka limited) listings rotate between pages 7 and 29.

If you apply a filter, tented for example, the featured come first on the top of page one, the preferred rotate immediately after on page 1 and the standard storefronts follow after the preferred rotating between pages 2 and 3.

There are many filters couples can narrow down by including guest capacity, distance, venue amenities, settings, price range and more. See along left hand side all filters in the Reception Venues section: <https://www.theknot.com/marketplace/wedding-reception-venues-naperville-il?settings=tented>

Cece Wicklin

Account Executive, The Knot Chicago Suburbs, Northern & Central IL

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Price Range ANY

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Settings ANY

☐ Backyard☐ Ballroom☐ Barn☐ Beach☐ City Hall☐ Country Club

Events at Independence Grove

★★★★★ (20)

Libertyville, IL

Capacity: Up to 300 | \$\$ - Affordable



Tuscany Falls Banquets & Events

★★★★★ (99)

Mokena, IL

Capacity: 300+ | \$\$ - Affordable



The Seville

★★★★

Stream

Capacity: 300+

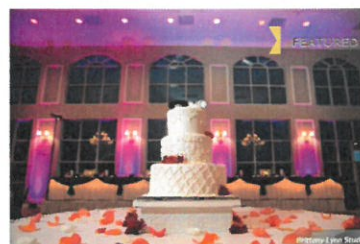


Hotel Baker

★★★★★ (63)

Saint Charles, IL

Capacity: Up to 200 | \$\$ - Affordable



DiNolfo's Banquets of Homer Glen

★★★★★ (41)

HOMER GLEN, IL

Capacity: 300+ | \$\$ - Affordable



Abbington Dist

★★★★

Glen

Capacity: 300+

COUPLES ARE BUZZING

Cantigny Park

★★★★★



Seven Bridges Golf Club

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Carriage Greens Country Club

★★★★☆

Silver Lake Country Club

★★★★★



Wedgewood North Shore

★★★★★



Pipers Banquets

★★★★☆ (2) SIGN UP

Aurora, IL

Capacity: 300+ | \$ - Affordable



Harry Caray's Banquets, Lombard

★★★★★ (2)

Lombard, IL

Capacity: Up to 300 | \$\$ - Affordable



Starved Rock Lo

★★★★

Ce

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Ready to plan a wedding that's totally yours? Let's do this!

THANKS, MAYBE LATER

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REAL
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Reception Venues

Videographers

Wedding Planners

Wedding Bands

Bridal Salons

Rentals

DJs

Wedding Photog

Home > Wedding Reception Venues > Kuipers Family Farm



Kuipers Family Farm

★★★★★ (2)

Maple Park, IL

Capacity: 151-200 | WEBSITE | PHON

REQUEST QUOTE

FAVORITE



About this Vendor

Unique Wedding & Reception Orchard/Farm Venue

The Kuipers family invites you to consider their apple orchard as an amazing backdrop for your special occasion. The serene venue is perfect for an elegant rustic-chic wedding ceremony and reception that will make a statement about the special couple that chooses it.

Amenities + Details

Amenities

- ✓ Handicap Accessible
- ✓ Liability Insurance
- ✓ Indoor
- ✓ Reception Area

For more details about amenities, please message the Venue.

Price Range

\$\$\$ – Moderate

Guest Capacity

151-200

Settings

Farm + Ranch, Barn, Tented

Ready to plan a wedding that's totally you? *Let's do this!*

SIGN UP

THANKS, MAYBE LATER

Contact Info



1N318 Watson Road, Maple Park, IL (815) 827-5200

[WEBSITE](#) | [FACEBOOK](#) | [TWITTER](#)

Reviews

[WRITE A REVIEW](#)

★★★★★ Reviewed On 7/16/2015 Ashley B

I got married in June at Kuipers Family Farm, and it was perfect! My husband and I love going to their apple orchard in the fall, and when we found out they are also a wedding venue, we knew it would be a great place to get married. Albert and Maribel, the event coordinators,...

[Read More](#)

★★★★★ Reviewed On 7/01/2015 Annie L

I cannot say enough about how thankful I am to have found Kuipers to host our wedding. The entire process of planning with them was so easy and fun—they were professional, personal, and extremely flexible. I had a ridiculous amount of wedding guests come up to me both at and... [Read More](#)

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[SIGN UP](#)

[THANKS, MAYBE LATER](#)



Illinois Department of Transportation

Office of Highways Project Implementation / Region 1 / District 1
201 West Center Court / Schaumburg, Illinois 60196-1096

Project and Environmental Studies
US 30
From IL 47 to IL 31
Kane and Kendall Counties

March 31, 2016

Mr. Dave Guritz
Forest Preserve Director
Kendall County Forest Preserve District
110 West Madison Street
Yorkville IL 60560

Dear Mr. Guritz:

As you know, the Illinois Department of Transportation (Department) is currently engaged in preliminary engineering and environmental studies (Phase I) for the improvement of US 30 from IL 47 to IL 31 in the City of Yorkville and the Village of Montgomery in Kane and Kendall Counties. This improvement is not currently included in the Department's FY 2016-2021 Proposed Highway Improvement Program. However, this project will be included in our priorities for future funding consideration among similar improvement needs throughout the region. The general scope of work for this improvement consists of roadway widening and reconstruction to provide two lanes in each direction separated by a raised median, pedestrian and bicycle accommodations, and drainage improvements.

As discussed in several meetings with the Kendall County Forest Preserve District (KCFPD) including November 21, 2014 and December 10, 2014, the proposed improvement of US 30 from IL 47 to IL 31 will impact the Blackberry Trail Forest Preserve holdings of KCFPD property. The property is eligible for protection under federal regulations 23 U.S.C. 138 and 49 U.S.C. 303, which were originally enacted as Section 4(f) of the Department of Transportation Act of 1966 and are still commonly referred to as "Section 4(f)." Section 4(f), which is implemented under 23 CFR 774, is the federal act that protects publicly owned parks, recreation areas, and wildlife and waterfowl refuges. The Department anticipates a de minimis impact finding for the KCFPD property, based on the determination that the project will not adversely affect the features, attributes, or activities qualifying the property for protection under Section 4(f). The purpose of this letter is to provide documentation that supports a de minimis finding. After your review and concurrence with the documentation, we will hold a public hearing to allow the public to review and comment on the effects of the project on the Section 4(f) property.

Mr. Dave Guritz
March 31, 2016
Page 2

The notice will allow the public to review the documentation at our offices or review the copy of the documentation being transmitted to you at this time or a revised version, as needed, in the KCFPD office. The de minimis documentation will also be made available on our website (<http://www.us30baselineroadstudy.org/public/>) during the comment period.

The proposed project will impact 0.57 acres of Blackberry Trail Forest Preserve, located in the southwest quadrant of the intersection of US 30 and Orchard Road. The Department will be acquiring approximately 0.57 acres of right-of-way for the construction of roadway embankment, compensatory storage, and the bridge structure over Blackberry Creek. A sidewalk was originally proposed on the south side of the roadway in order to minimize impacts. However, the KCFPD and its Board of Commissioners requested a shared-use path rather than a sidewalk on the south side of US 30 along its property. The acreage listed above includes the additional 0.09 acres required for its construction (5 additional feet along the 775-foot border of the Forest Preserve). Please see Appendix A for supporting exhibits and Appendix C for the proposed improvement plans in the enclosed Section 4(f) de minimis documentation.

Please review the enclosed Section 4(f) de minimis documentation for a more detailed description of Section 4(f) properties that will be affected. In order to maintain our schedule we request a response within 60 days of receipt of this letter. Your comments will not affect any future negotiations, including amount of compensation, with the Department for land being acquired. You will be notified via letter of the upcoming public hearing.

If you have any questions or need additional information, please contact me or Kimberly Murphy, Consultant Studies Unit Head, at (847) 705-4791.

Very truly yours,

John Fortmann, P.E.
Region One Engineer

A handwritten signature in black ink, appearing to read "John A. Baczek".

By: John Baczek, P.E.
Project and Environmental Studies Section Chief

Enclosure

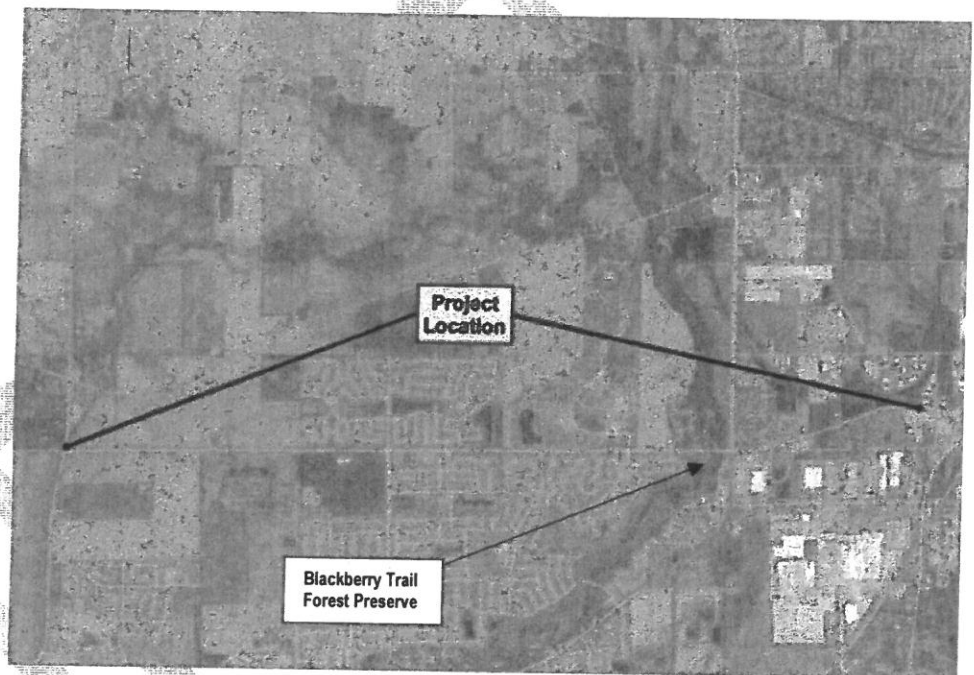


Section 4(f) de Minimis Documentation

Blackberry Trail Forest Preserve

US 30 (Baseline Road)

IL 47 to IL 31



P-91-403-11

Kane and Kendall Counties, Illinois

IDOT Division of Highways—District One

March 2016

1. Project Description

- a. **Project Number:** P-91-403-11
- b. **Project Name:** US Route 30 (Baseline Road) Illinois Route 47 to Illinois Route 31
- c. **Project Termini:** US Route 30, from Illinois Route 47 to Illinois Route 31 in the Villages of Yorkville and Montgomery, in Kane and Kendall Counties.
- d. **Project Type:** Roadway widening and reconstruction to provide two 12-foot through lanes in each direction separated by a raised median. An 8-foot-wide shoulder will be provided on both sides of the roadway, with curb and gutter provided at the edge of the shoulders. In addition, intersection and drainage improvements will also be made throughout the corridor length.
- e. **Project Length:** 4.6 miles
- f. **NEPA Class of Action:** Categorical Exclusion Group II.
- g. **NEPA Purpose and Need Summary:** The purpose of the proposed action is to improve vehicular, pedestrian, and bicycle safety along the corridor, improve roadway and intersection capacity and efficiency, and meet existing and future growth development in the area. The project is needed to increase highway safety, improve capacity and operation, correct geometric deficiencies, and enhance system linkages.
- h. **Project Status:** The Illinois Department of Transportation (IDOT) is nearing completion of a preliminary engineering and environmental study (Phase I). Completion of Phase I Studies is anticipated in 2016. Contract plan preparation and land acquisition (Phase II) and construction (Phase III) are not currently included in IDOT's FY 2016-2021 Highway Improvement Program.

2. Section 4(f) Resource

- a. **Resource Type:** Forest Preserve
- b. **Resource Name:** Blackberry Trail Forest Preserve
- c. **Official with Jurisdiction:** Kendall County Forest Preserve District (KCFPD)
- d. **Description of Role/Significance in the Community:** Blackberry Trail Forest Preserve is a 133 acre preserve located on the south side of US 30, just west of Orchard Road. Blackberry Trail Forest Preserve extends for 1.5 miles along Blackberry Creek from US 30 south to Galena Road. Much of the preserve has been restored to native prairie. There is a multi-use trail and a pedestrian bridge providing a crossing over Blackberry Creek. Blackberry Trail Forest Preserve connects to Blackberry Trail Park (owned by the Fox Valley Park District). See attachment A-4 for an aerial map of the Blackberry Trail Forest Preserve.

3. Description of Intended Section 4(f) Resource Use

- a. **Type and Acres of Impact:** 0.57 acres
 - Fee Simple Acquisition: The proposed ROW is needed for roadway embankment and the new bridge over Blackberry Creek.

The KCFPD requested a shared-use path along the south side of US 30 along its property (rather than a sidewalk) and this acreage includes the additional 0.09 acres required for its construction (five additional feet along the 775-foot length of the property).

- b. **Existing Function of Impacted Acres:** The impacted area is currently roadway ditch, wetland, and open space, containing trees and vegetation. The impacted area is located away from Forest Preserve amenities adjacent to the existing roadway right-of-way, and is not of significant recreation use to the resource. The resulting function of the impacted area along US 30 would be the same as its current use.

4. Description of Efforts to Avoid, Minimize, and Mitigate or Enhance the Resource

a. **Avoidance and Minimization Efforts Made and Benefits to Resource:** The preserve is located in the southwest quadrant of the intersection of US 30 and Orchard Road. Roadway widening is required to construct the additional travel lanes, left and right turn lanes, and shared use path.

Two options that would avoid impact to the forest preserve were evaluated but eliminated: (1) shifting the roadway alignment; and (2) constructing a retaining wall the length of the park property:

- To avoid the forest preserve property, the roadway would need to be shifted approximately 40 feet north of the existing alignment. This would result in displacement of at least four residential properties, create further impact to the portion of Wetland 6 on the north side of the roadway, and introduce reverse curves in the alignment.
- A retaining wall, approximately 600-feet-long and varying from 6- to 10-feet-high, would be required to avoid the forest preserve property. Cost for the retaining wall, including hand rail, would likely exceed \$250,000. Additionally, maintenance and graffiti would be a concern with the wall.

Several options to minimize impacts to the forest preserve were considered:

- *Utilize Urban Cross-Section versus Rural Cross-Section.* U.S. 30 is classified as a rural Strategic Regional Arterial (SRA). With a rural classification the normal roadway configuration consists of a 50 foot wide median. Storm water is conveyed by larger ditches and side slopes are flatter. The proposed urban section has a narrower median and curb and gutter at the edge of shoulder. Storm water is conveyed by storm sewer with small drainage swales where required. Additionally, the front slopes in an urban section are generally allowed to be steeper than in a rural section. In this location the proposed cross-section reduced the proposed right of way width by approximately 20 feet when compared to the rural section. The urban cross-section was utilized for the entire corridor.
- *Steepen the roadway embankment slope from 3:1 to 2:1.* Steepening the slope would result in an approximately 10 foot reduction in the proposed right-of-way width at the location of the tallest embankment, translating to a reduction of right-of-way width from approximately 38 feet to 28 feet in this specific location. However, a 3:1 slope (which is flatter) is more desirable when considering maintenance operations (e.g., mowing), erosion control, and roadside safety. Slopes steeper than 3:1 are considered critical slopes and mowers and vehicles encountering these slopes are prone to rollovers. Steepened embankment slopes were not utilized.
- *Provide sidewalk on south side (rather than shared use path).* A sidewalk was originally proposed on the south side of the roadway in order to minimize impacts.

However, the KCFPD concluded that a shared use path would better connect with existing and future paths through their property, so they requested the wider (10 foot) shared-use path. The proposed shared-use path results in approximately five additional feet of right-of-way needed. A shared-use path was selected, based upon the KCFPD's preference.

b. Commitments for Mitigation or Enhancement: Coordination with KCFPD has identified several ways by which the forest preserve resources can benefit from the proposed improvement. At the request of the KCFPD, a shared-use path is proposed along the south side of US 30 along the forest preserve frontage. This will provide a connection for pedestrians and bicyclists between the Blackberry Trail Forest Preserve and other existing or planned paths (including the existing shared-use path on the west side of Orchard Road, and the proposed sidewalk/path to the Stuart Sports Complex on the north side of US 30). The KCFPD will provide the connection between the proposed shared-use path on US 30 and the existing trails within the Blackberry Trail Forest Preserve (the paths within the forest preserve currently terminate approximately 700 feet south of US 30). The shared-use path is shown to be constructed within the existing and proposed IDOT right-of-way.

Cost participation and long-term maintenance is required from a local agency for the new shared-use path. Cost participation and maintenance requirements will be outlined in a Letter of Intent at the end of the Phase I study. The agreement will be prepared during Phase II.

KCFPD noted that there could be appropriate locations for tree replacement activities. Much of the forest preserve area closest to the roadway is a prairie restoration area, so the KCFPD indicated that area would not be an appropriate location for tree replacement activities. Further, wetland areas would not be appropriate for tree planting activities. Tree replacement for trees removed will occur in coordination with the Forest Preserve District. Trees will be replaced at a 1:1 ratio for balled and burlapped trees, with planting locations for replacement trees identified by the Forest Preserve District during Phase II of the project.

5. Evidence of Opportunity for Public Review and Comment

A public hearing will be held in _____ 2016 to allow the public an opportunity to review and comment on the Section 4(f) impacts. For 30 days after the hearing the document will be available for public review at the KCFPD, at IDOT/Bureau of Programming, and on the project website. The notification of 4(f) impacts will be advertised in _____ one and three weeks prior to the hearing, as well as in letters to public officials, post cards to adjacent residents and owners, and on the project website.

6. Evidence of Coordination with Official(s) with Jurisdiction

- | | |
|----------------------|--|
| a. November 21, 2014 | Meeting with KCFPD |
| b. December 9, 2014 | FHWA meeting summary with de minimis discussion |
| c. December 10, 2014 | Presentation to KCFPD Board Committee |
| d. February 5, 2015 | Telephone summary discussion with KCFPD |
| e. March 9, 2015 | Email correspondence to KCFPD regarding ROW needs |
| f. March 17, 2015 | Meeting minutes KCFPD Board meeting approval of use of lands for transportation purposes |
| g. March 20, 2015 | Email correspondence from KCFPD re: Board approval |

7. Supporting Documentation

Attachment A – Exhibits

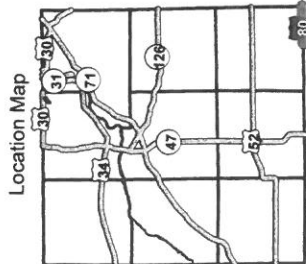
1. Section 4(f) Impacts – Blackberry Trail Forest Preserve.....A-1
2. Project Location Map.....A-2
3. Kendall County Forest Preserve Facility Map.....A-3
4. Blackberry Trail Forest Preserve Aerial Map.....A-4
5. Blackberry Trail Forest Preserve Photos.....A-5

Attachment B – Coordination.....B-1 to B-27

Attachment C -- Proposed Improvement Plans

1. Typical Sections.....C-1 to C-3
2. Preliminary Plan and Profile Sheets.....C-4
3. Cross Sections at Blackberry Trail Forest Preserve.....C-5

Blackberry Trail Forest Preserve



- Trail Intersections
- Kendall County
- Forest Preserve Trails
- Fox Valley
- Park District Trails
- Fox Valley Park District
- Blackberry Trail Park
- Kendall County
- Forest Preserve

133 Acres
Total Trail Mileage = 1.84 mi



LEGEND

- Wetland Site
- Existing Right-of-Way
- Proposed Right-of-Way
- Proposed Temporary Easement
- Property Line
- Blackberry Trail Creek Forest Preserve
- Section 4(f) Coordination
- Compensatory Storage Sites

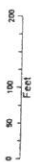
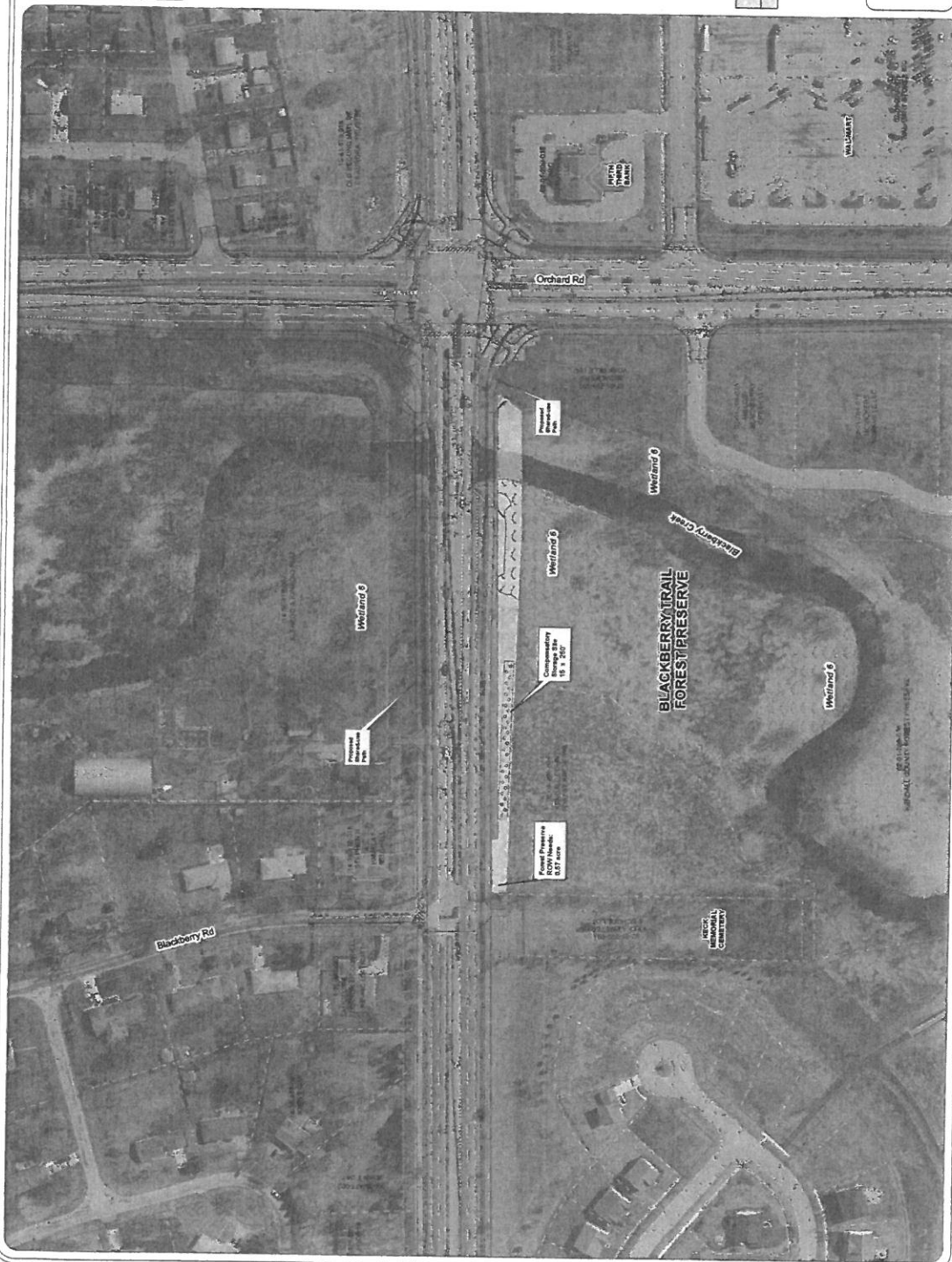
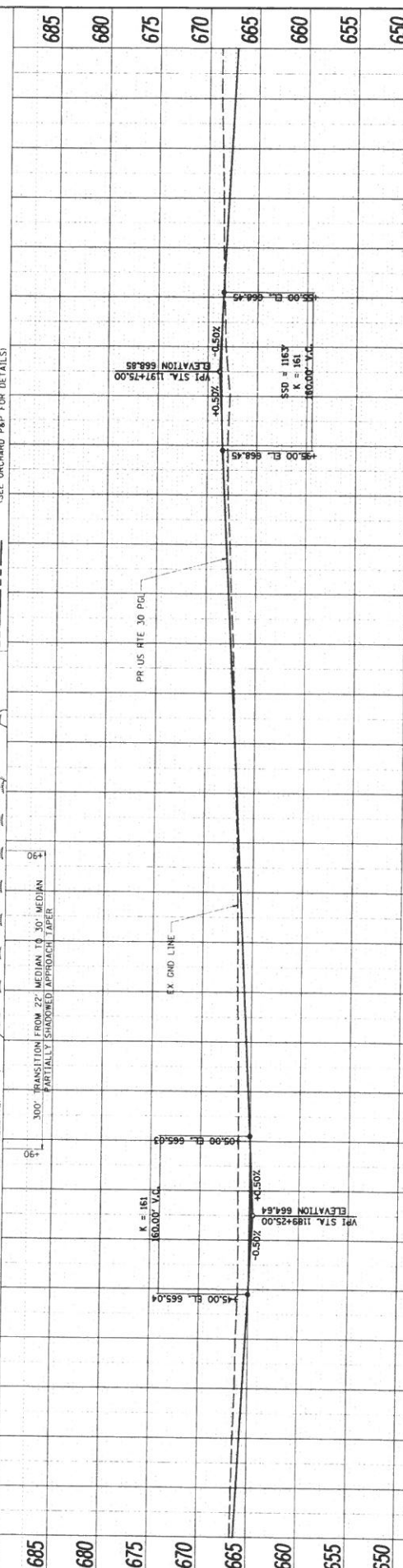


Exhibit A-1
US 30: IL 47 to IL 31
Blackberry Trail
Forest Preserve
 10/9/15





645		PRELIMINARY		645	
1186+00	666.26	1187+00	666.01	1188+00	666.53
1186+00	666.52	1187+00	665.76	1188+00	666.27
1186+00	666.51	1187+00	665.26	1188+00	666.22
1186+00	666.26	1187+00	665.86	1188+00	666.59
1186+00	665.01	1187+00	665.11	1188+00	665.01
1186+00	666.48	1187+00	666.18	1188+00	666.59
1186+00	664.95	1187+00	666.19	1188+00	666.01
1186+00	666.01	1187+00	666.24	1188+00	665.26
1186+00	666.50	1187+00	666.29	1188+00	666.50
1186+00	666.42	1187+00	666.42	1188+00	666.75
1186+00	666.45	1187+00	666.45	1188+00	666.00
1186+00	666.54	1187+00	666.54	1188+00	666.35
1186+00	666.62	1187+00	666.62	1188+00	666.81
1186+00	666.74	1187+00	666.99	1188+00	666.99
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1186+00	666.79	1187+00	666.79	1188+00	666.79
1186+00	666.81	1187+00	666.81	1188+00	666.81
1186+00	667.22	1187+00	667.22	1188+00	667.22

**KENDALL COUNTY FOREST PRESERVE DISTRICT
JOB DESCRIPTION**

CLASS TITLE: Facilities and Events Attendant

WAGE CATEGORY: Non-Exempt

REPORTS TO: Executive Director and Events Coordinator

EFFECTIVE DATE: April 19, 2016

SUMMARY:

This position supports rental functions at District facilities including weddings and other special events at Ellis House and Equestrian Center and Meadowhawk Lodge at Hoover Forest Preserve.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assists with the promotion of the District's facility rentals program at Ellis House and Equestrian Center including but not limited to weddings, conferences, parties, trade shows, business meetings and athletic events.
- Supports coordination of contracted business services for facility rental program events including but not limited to catering firms, entertainers, decorators, and florists.
- Provides pre-scheduled tours of the Ellis House buildings and grounds for prospective renters.
- Assists with event coordination with support staff and volunteers.
- Assists with the preparation of event contracts, including coordination of event logistics and communication of District policies.
- Assists with calendar planning in coordination with the District's Equestrian Program Coordinator.
- Enforces District policy guidelines for use of District facilities.
- Utilizes word processing, database, spreadsheet, and communication software packages to create and modify a variety of promotional materials and communication tools for the District.
- Composes and edits routine correspondence and reports.
- Prepares mailings; faxes and emails documents; and distributes mail, faxes and other documents to District staff.
- Responds to general inquiries from the public, elected officials, District employees, and Kendall County employees regarding District policies, practices, procedures and programs.
- Supports office bookkeeping activities including development of rental agreements and documentation of payments.
- Assists with client communications including communication to secure event rental payments.
- Provides support for the District's permitting process by performing tasks such as:
 - Ordering, issuing and tracking District permits;
 - Creating entries within the District's reservation system; and
 - Ensuring that certificates of insurance are received and maintained event contractors.
- Performs other duties as assigned.

SUPERVISORY RESPONSIBILITIES:

- No supervisory responsibilities at this time.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform all essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required for the position.

A. EDUCATION and/or EXPERIENCE:

- High school diploma or general education degree (GED).
- Word processing and personal computer training.
- A minimum of two (2) years experience in special events coordination; or equivalent combination of training and experience.
- Requires knowledge of office practices, principles of modern record keeping, and setup and maintaining filing systems.

- Requires knowledge of bookkeeping software and all Microsoft Office programs including, but not limited to Excel, Word, Publisher, and Power Point.

B. LANGUAGE SKILLS:

- Ability to read and interpret documents such as governmental regulations, legal documents, operating instructions, and procedure manuals.
- Ability to write routine reports and correspondence.
- Ability to speak effectively with the public and employees of the organization.
- Requires good knowledge of the English language, spelling and grammar.

C. MATHEMATICAL SKILLS:

- Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

D. REASONING ABILITY:

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.

E. CERTIFICATES, LICENSES, REGISTRATIONS:

- All certificates and registrations required for the position.

PHYSICAL DEMANDS:

- Employee must frequently stand and bend.
- Employee must frequently be able to walk on forest preserve grounds and between buildings.
- Employee must be able to sit at a desk for extended periods of time.
- Employee must frequently lift and/or move up to 50 pounds. Employee must occasionally lift up to 75 pounds.
- Employee must be able to use hands to finger, handle or feel.
- Employee must be able to reach, push and pull with hands and arms.
- Employee must be able to talk and hear in person and via use of telephone.
- Specific vision abilities required by this job include close vision, depth perception and distance vision.

WORK ENVIRONMENT:

- The noise level in the work environment is usually moderately quiet, and occasionally loud.
- Employee must be able to perform all assigned job duties during normal business hours and after normal business hours, as required in the event of an emergency or special event.
- Employee may be required to provide own transportation to travel to and from meetings, trainings, conferences, and the various District preserves and locations.

The above information is not intended to be all-inclusive and can be expanded or modified as necessary.

Kendall County Forest Preserve District