

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
MEETING AGENDA**

**TUESDAY, JANUARY 21, 2020  
9:00 A.M.**

**KENDALL COUNTY BOARD ROOM**

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. Roll Call
- V. Approval of Agenda
- VI. Public Comments

**CONSENT AGENDA**

- VII. \*Approval of Claims in the Amount of \$17,127.94
- VIII. Approval of Minutes
  - Kendall County Forest Preserve District Commission meeting on January 7, 2020

**OLD BUSINESS**

No items posted for consideration

**NEW BUSINESS**

- IX. **\*\*MOTION:** Approval of the Establishment of the Kendall County Forest Preserve District Planning and Advisory Committee
- X. **\*\*MOTION:** Approval of the President's Appointees to the Planning and Advisory Committee
  - Matt Prochaska, Vice President, KCFPD
  - Judy Gilmour, President, KCFPD
  - Scott Gryder, Commissioner, KCFPD
  - Megan Andrews, KC S&WCD
  - Jerry Bannister, Citizen and KCFPD Volunteer
  - Deanna Bazan, Grundy-Kendall ROE - KCOEC
  - Lynn Cullick, Citizen and Former KCFPD Commissioner and Finance Chair
  - Scott Johnson, Forest Foundation of Kendall County President
  - Dave Krahn, Oswegoland Park Foundation President
  - Marty Vick, KCFPD – Ellis House and Equestrian Center Farm Manager
- XI. **\*\*MOTION:** Approval of the President's Appointment of Matthew Prochaska as Chair of the Planning and Advisory Committee
- XII. Executive Session
- XIII. Other Items of Business
- XIV. Public Comments
- XV. Adjournment

*(\* Requires affirmative vote of the majority of those elected (6) for passage (KCFPD Rules of Order Section G.2.b.v.a)*

*(\*\*) Requires affirmative vote of the majority of Commissioners present for passage (KCFPD Rules of Order Section III C 1 and III C 2)*

Kendall County Board Room - 111 W. Fox Street - 2<sup>nd</sup> Floor - Yorkville, Illinois 60560

If special accommodations or arrangements are needed to attend this District meeting, please contact the Administration Office at 630-553-4025 a minimum of 24-hours prior to the meeting time.

# Claims Listing

1/16/2020 10:20:25 AM

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Invoice Amount
Ellis Birthday Parties	541	FIRST NATIONAL BANK OF OMAHA	January 2020 - MV	Ellis - Credit Card - Misc Supplies	19001165 63000	\$8.99
	541	FIRST NATIONAL BANK OF OMAHA	January 2020 - MV	Ellis - Credit Card - Misc Supplies	19001165 63000	\$83.99
					<b>Sub-Total</b>	<b>\$92.98</b>
	541	FIRST NATIONAL BANK OF OMAHA	January 2020 - MV	Ellis - Credit Card - Misc Supplies	19001165 63030	\$15.02
	1323	MENARDS	70276	EL - Birthday Party Supplies	19001165 63030	\$34.56
					<b>Sub-Total</b>	<b>\$49.58</b>
					<b>Ellis Birthday Parties Total</b>	<b>\$142.56</b>
Ellis Grounds	541	FIRST NATIONAL BANK OF OMAHA	January 2020 - MV	Ellis - Credit Card - Misc Supplies	19001162 68580	\$184.40
	1060	JOHN DEERE FINANCIAL	January 21 2020	Ellis-Grounds - Supplies	19001162 68580	\$10.96
					<b>Sub-Total</b>	<b>\$195.36</b>
					<b>Ellis Grounds Total</b>	<b>\$195.36</b>
Ellis House	541	FIRST NATIONAL BANK OF OMAHA	January 2020 - Dave	Credit Card-D Guritz - Misc. Invoices	19001160 62270	\$156.53
					<b>Sub-Total</b>	<b>\$156.53</b>
	124	BARRETT'S ECOWATER	120-504 EL	Ellis - Water	19001160 68580	\$25.00

<b>Ellis House</b>	541	FIRST NATIONAL BANK OF OMAHA	January 2020 - MV	Ellis - Credit Card - Misc Supplies	19001160 68580	\$171.00
					<b>Sub-Total</b>	<b>\$196.00</b>
<b>Ellis Public Programs</b>					<b>Ellis House Total</b>	<b>\$352.53</b>
	541	FIRST NATIONAL BANK OF OMAHA	January 2020 - MV	Ellis - Credit Card - Misc Supplies	19001166 68570	\$69.56
	2053	NICOLE PULLARA	EL-Holiday Party	EL - Pony Club Holiday Party	19001166 68570	\$24.90
					<b>Sub-Total</b>	<b>\$94.46</b>
<b>Ellis Riding Lessons</b>					<b>Ellis Public Programs Total</b>	<b>\$94.46</b>
	541	FIRST NATIONAL BANK OF OMAHA	January 2020 - Dave	Credit Card-D Guritz - Misc. Invoices	19001164 63000	\$615.00
					<b>Sub-Total</b>	<b>\$615.00</b>
<b>Ellis Weddings</b>					<b>Ellis Riding Lessons Total</b>	<b>\$615.00</b>
	541	FIRST NATIONAL BANK OF OMAHA	January 2020 - Dave	Credit Card-D Guritz - Misc. Invoices	19001168 63070	\$158.27
					<b>Sub-Total</b>	<b>\$158.27</b>
<b>Environ. Educ. Laws of Nature</b>					<b>Ellis Weddings Total</b>	<b>\$158.27</b>
	541	FIRST NATIONAL BANK OF OMAHA	January 2020-ED	Education Dept - Credit Card - Misc Supplies	19001180 63030	\$75.83
					<b>Sub-Total</b>	<b>\$75.83</b>
					<b>Environ. Educ. Laws of Nature Total</b>	<b>\$75.83</b>

Environmental Educ. Natr'l Beg.	541	FIRST NATIONAL BANK OF OMAHA	January 2020 - SW	Natural Beginnings Supplies - SW	19001178 63030	\$218.99
	2151	TINA BRANNING	1/10/20-NB	Natural Beginnings - Photos	19001178 63030	\$25.08
					<b>Sub-Total</b>	<b>\$244.07</b>
				<b>Environmental Educ. Natrl Beg.</b>	<b>Total</b>	<b>\$244.07</b>
Environmental Education Camps	541	FIRST NATIONAL BANK OF OMAHA	January 2020-ED	Education Dept - Credit Card - Misc Supplies	19001177 63030	\$25.96
					<b>Sub-Total</b>	<b>\$25.96</b>
					<b>Environmental Education Camps</b>	<b>Total</b>
Forest Preserve Director	541	FIRST NATIONAL BANK OF OMAHA	January 2020 - Dave	Credit Card-D Guritz - Misc. Invoices	190011 62000	\$51.96
	541	FIRST NATIONAL BANK OF OMAHA	January 2020 - Dave	Credit Card-D Guritz - Misc. Invoices	190011 62000	\$254.64
	541	FIRST NATIONAL BANK OF OMAHA	January 2020-ED	Education Dept - Credit Card - Misc Supplies	190011 62000	\$62.92
	1192	KONICA MINOLTA	34594132	Monthly lease 1/29	190011 62000	\$203.01
					<b>Sub-Total</b>	<b>\$572.53</b>
	1485	OSWEGO CHAMBER OF COMMERCE	19197	2020 Membership Renewal	190011 62030	\$295.00
					<b>Sub-Total</b>	<b>\$295.00</b>
	1665	SHAW MEDIA	1729526, 1731158	Website Hosting, Millbrook Bid Opening	190011 62090	\$323.00
					<b>Sub-Total</b>	<b>\$323.00</b>

**Forest Preserve  
Director**

2047	COMED	Harris	Harris	190011 63510		\$103.99
2047	COMED	Harris Arena	Harris Arena	190011 63510		\$31.48
2047	COMED	Jay Woods	Jay Woods	190011 63510		\$28.49
2047	COMED	Richard Young	Richard Young	190011 63510		\$28.93
				<b>Sub-Total</b>		<b>\$192.89</b>
541	FIRST NATIONAL BANK OF OMAHA	January 2020 - Dave	Credit Card-D Guritz - Misc. Invoices	190011 68430		\$33.97
1665	SHAW MEDIA	1729526, 1731158	Website Hosting, Millbrook Bid Opening	190011 68430		\$59.99
				<b>Sub-Total</b>		<b>\$93.96</b>
541	FIRST NATIONAL BANK OF OMAHA	January 2020 - Dave	Credit Card-D Guritz - Misc. Invoices	190111 68500		\$483.63
735	HAMPTON, LENZINI & RENWICK	20200035	Millbrook Bridge Phase III	190111 68500		\$2,756.25
843	IL DEPT OF NAT'L RESOURCES	A-10 App Fee	PARC Grant Application Fee	190111 68500		\$300.00
1199	KLUBER, INC.	7064	Pickerill House 19-429- 1250	190111 68500		\$1,237.50
				<b>Sub-Total</b>		<b>\$4,777.38</b>
				<b>Forest Preserve Director Total</b>		<b>\$6,254.76</b>
107	AUTOMOTIVE SPECIALTIES INC	23913	2014 Ford - Oil & Filter	19001183 62160		\$63.48
107	AUTOMOTIVE SPECIALTIES INC	23942	Hoover - Trailer Repair	19001183 62160		\$875.02
107	AUTOMOTIVE SPECIALTIES INC	23943	2014 Ford - Brakes, Belts, Spark Plugs	19001183 62160		\$664.50
317	COFFMAN TRUCK SALES INC	119566	Truck Plow	19001183 62160		\$410.07

**Grounds and Natural  
Resources**

**Grounds and Natural Resources**

541	FIRST NATIONAL BANK OF OMAHA	January 2020 - Dave	Credit Card-D Guritz - Misc. Invoices	19001183 62160	\$166.99
1954	YORKVILLE NAPA AUTO PARTS	243026	F250 - Oil Filter, Other Supplies	19001183 62160	\$89.97
				<b>Sub-Total</b>	<b>\$2,270.03</b>
1153	KENDALL CO HIGHWAY DEPT	525.50	Gas-Diesel: December 2019	19001183 62180	\$525.50
				<b>Sub-Total</b>	<b>\$525.50</b>
1471	OFFWORLD DESIGNS	20011005	Uniform Logo	19001183 62400	\$11.00
2153	JARED ANDERSON	1/4/2020-JA	Uniform Reimbursement	19001183 62400	\$139.09
				<b>Sub-Total</b>	<b>\$150.09</b>
541	FIRST NATIONAL BANK OF OMAHA	January 2020 - Dave	Credit Card-D Guritz - Misc. Invoices	19001183 63070	\$170.43
1655	SERVICE SANITATION, INC	7870824, 7870825	Portable Restrooms	19001183 63070	\$166.00
				<b>Sub-Total</b>	<b>\$336.43</b>
1849	VERIZON	9844545496	Cell Phones	19001183 63540	\$908.15
				<b>Sub-Total</b>	<b>\$908.15</b>
				<b>Grounds and Natural Resources Total</b>	<b>\$4,190.20</b>
2133	HEIDI KICK	19-00255	Meadowhawk - January 12, 2020	19001171 63040	\$135.00
2134	JODI FISHER	19-00231	Meadowhawk Sec Dep Rtn - 12/21/2019	19001171 63040	\$215.00
2135	CHARLES FOX	19-00198	Group Site C - Firewood only	19001171 63040	\$25.00

**Hoover**

**Hoover**

2150	WILLIAM SCHRAMM	19-00287	Mooneed - 1/10/20 - 1/12/20 Sec Dep Rtn	19001171 63040	\$100.00
				<b>Sub-Total</b>	<b>\$475.00</b>
2047	COMED	Hoover 0793673015	Hoover Multiples	19001171 63100	\$1,165.22
2047	COMED	Hoover Bathroom	Hoover Bathroom	19001171 63100	\$497.36
2047	COMED	Hoover House	Hoover House	19001171 63100	\$89.50
				<b>Sub-Total</b>	<b>\$1,752.08</b>
541	FIRST NATIONAL BANK OF OMAHA	January 2020 - Dave	Credit Card-D Guritz - Misc. Invoices	19001171 63110	\$54.45
1323	MENARDS	71284	Hoover - Supplies	19001171 63110	\$94.98
1820	UNIQUE PRODUCTS & SERVICE	377212-2	Hoover - Supplies	19001171 63110	\$68.88
				<b>Sub-Total</b>	<b>\$218.31</b>
1323	MENARDS	71284	Hoover - Supplies	19001171 63120	\$58.41
1323	MENARDS	71286	Hoover - Building - Water Pellets	19001171 63120	\$31.14
				<b>Sub-Total</b>	<b>\$89.55</b>
199	BUSTED KNUCKLES LANDSCAPING	2587	Hoover Grounds - Tree Removal	19001171 68580	\$950.00
541	FIRST NATIONAL BANK OF OMAHA	January 2020 - Dave	Credit Card-D Guritz - Misc. Invoices	19001171 68580	\$25.73
558	FLEETPRIDE	43410827	Hoover - Crank Handle	19001171 68580	\$22.54
1323	MENARDS	71284	Hoover - Supplies	19001171 68580	\$100.48
				<b>Sub-Total</b>	<b>\$1,098.75</b>
				<b>Hoover Total</b>	<b>\$3,633.69</b>

**Pickerill - Pigott**

2047	COMED	Pickerill	Pickerill	19001184 63100	\$1,145.25
				<i>Sub-Total</i>	<b>\$1,145.25</b>
				<b>Pickerill - Pigott Total</b>	<b>\$1,145.25</b>
				<b>Grand Total</b>	<b>\$17,127.94</b>



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

**JANUARY 7, 2020**

**I. Call to Order**

President Gilmour called the meeting to order at 7:22 pm in the Kendall County Board Room.

**II. Pledge of Allegiance**

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

**III. Invocation**

Commissioner Prochaska offered an invocation at the opening of the Kendall County Board meeting.

**IV. Roll Call**

X	Cesich	X	Gryder
X	Flowers		Hendrix
X	Gengler	X	Kellogg
X	Giles	X	Prochaska
X	Gilmour	X	Vickers

Commissioners Cesich, Flowers, Gengler, Giles, Gryder, Kellogg, Prochaska, Vickers, and Gilmour were all present.

**V. Approval of Agenda**

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

**VI. Public Comment**

No public comments were offered from citizens in attendance.

**CONSTENT AGENDA**

**VII. Approval of Claims for an Amount Not-to-Exceed \$37,960.01**

**VIII. Approval of Minutes**

- Kendall County Forest Preserve District Committee of the Whole meeting of December 10, 2019
- Kendall County Forest Preserve District Commission meeting of December 17, 2019

**IX. MOTION: Approval of Change Order #1 to the Upland Design, Inc. Contract for Phase I Development of Pickerill-Pigott Forest Preserve for the Development of Concept Plans and Cost Estimates for the Ken and Jackie Pickerill Memorial in the Amount of \$2,625.00**

Commissioner Kellogg made a motion to approve the consent agenda. Seconded by Commissioner Gryder.

Motion: Commissioner Kellogg Second: Commissioner Gryder					
<b>Roll call: Consent Agenda</b>					
<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>
X		Cesich	X		Gryder
X		Flowers			Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers
Motion unanimously approved.					

**OLD BUSINESS**

No items were posted for consideration under Old Business.

**NEW BUSINESS**

**X. RESOLUTION #01-20-001: Approval of an Illinois Department of Natural Resources PARC Grant Program Resolution of Authorization for Submission of a Grant Request for the Pickerill Estate House Renovation Project for \$833,498.25, Including a Required 25% District Match of \$277,832.75 towards the Total Estimated Project Cost of \$1,111,331.00, Plus a \$300.00 Application Fee**

Director Guritz presented resolution #01-20-001, approving an Illinois Department of Natural Resources PARC grant program Resolution of Authorization for submission of a grant request for the Pickerill Estate house renovation project for \$833,498.25, including commitment of a required 25% District match of \$277,832.75 towards the total estimated total project cost of \$1,111,331.00, plus a \$300.00 application fee.

Commissioner Kellogg made a motion to approve resolution #01-20-001, an Illinois Department of Natural Resources PARC Grant Program Resolution of authorization for submission of a grant request for the Pickerill Estate House renovation project for \$833,498.25, including a required 25% District match of \$277,832.75 towards the total estimated project cost of \$1,111,331.00, plus a \$300.00 application fee. Seconded by Commissioner Gryder. The Board of Commissioners discussed the impact on District capital fund contingencies, and overall project budget.

Motion: Commissioner Kellogg

Second: Commissioner Gryder

**Roll call: Resolution #01-20-001**

<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>
X		Cesich	X		Gryder
X		Flowers			Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers

Motion unanimously approved.

**XI. Executive Session**

There was no need for executive session.

**XII. Other Items of Business**

- Operation Committee Meeting Cancellation – January 8, 2020 at 6:00 PM
- Finance Committee Rescheduled Meeting Date – January 23, 2020 to January 30, 2020 at 6:00 PM
- KCFPD Planning Advisory Committee Meeting Dates – January 28, 2020 at 6:00 PM; February 25, 2020 at 6:00 PM; March 24, 2020 at 6:00 PM; April 28, 2020 at 6:00 PM, May 26, 2020 at 6:00 PM; and June 23, 2020 at 6:00 PM

**XIII. Public Comments**

No public in attendance offered public comment.

**XIV. Adjournment**

Commissioner Prochaska made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none. Meeting adjourned at 7:33 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: KCFPD Planning and Advisory Committee

Date: January 21, 2020

Attached to this cover report, please find an overview of the proposed Kendall County Forest Preserve District Planning and Advisory Committee.

A written request received from President Gilmour is attached to this cover memo.

Under the District's Rules of Order, Commission advice and consent from a majority of Commissioners present is required to approve the President's request to establish the Advisory Committee, including the appointment of Committee members, and Committee Chair.

The following slate of Committee members is presented for approval at the January 22, 2020 Commission meeting:

Matt Prochaska, Planning and Advisory Committee Chair and KCFPD Vice-Pres.  
Judy Gilmour, President-KCFPD  
Scott Gryder, Kendall County Board Chair and Commissioner

Megan Andrews, KC S&WCD  
Jerry Bannister, Citizen and KCFPD Volunteer  
Deanna Bazan, Grundy-Kendall ROE - KCOEC  
Lynn Cullick, Citizen and Former KCFPD Commissioner and Finance Chair  
Dave Krahn, Oswegoland Park Foundation President  
Scott Johnson, Forest Foundation of Kendall County President  
Marty Vick, KCFPD – Ellis House and Equestrian Center Farm Manager

Support Staff

David Guritz, KCFPD Executive Director  
Antoinette White, KCFPD Communications, Marketing and Public Program Specialist

Recommendations:

Approve motions to establish the KCFPD Planning and Advisory Committee, appointment of Committee members, and appointment of Vice President Prochaska to chair the Committee.

TO: The Kendall County Forest Preserve District Board of Commissioners

FROM: Judy Gilmour, President

DATE: January 21, 2020

An Advisory Committee for the KCFPD is being established for the purpose of developing a 5-year strategic plan for the District. The Committee will meet monthly, beginning January 28, 2020, with the final meeting to be held in June, 2020. With the approval of the Commission, the Committee shall consist of 3 Commissioners and 7 members of the public. Upon completion of its duties, a final report shall be submitted to the Commission.



## Kendall County Forest Preserve District Planning and Advisory Committee

**Purpose:** The Kendall County Forest Preserve District Planning and Advisory Committee is charged with completing a high-level review of District mission-based activities, challenges, directions, and funding support needs. The goal of the Planning and Advisory Committee is to generate recommendations to the District's Board of Commissioners.

### Committee Service Pre-Assignments:

1. Review the KCFPD 2014-2019 Master Plan
2. Review the IDNR Statewide Comprehensive Outdoor Recreation Plan 2014-2019
3. Review The Conservation Foundation 2019 Regional Conservation Message Study
4. Review the KC-GIS Website: Preserve Locations and Amenities
5. Review the Oak Ecosystem Recovery Project / Plan
6. Review the Chicago Wilderness Green Vision / Protect Kendall Now / iView (Prairie State Conservation Coalition)
7. Review of the CMAP NE IL Regional Greenways and Trails Plan

### Key Questions for the Planning and Advisory Committee:

1. Land Conservation Program: How aggressively should the District pursue the purchase of additional forest preserve lands? How many acres should be acquired in the next 5/10/25 years?
2. Natural Area Management: How aggressively should the District pursue natural area restoration projects? How aggressively should the District pursue cropland conversion projects? How many acres should be under management in the next 5/10/25 years? What other natural area management priorities and/or research goals should be considered as part of the District's long-range planning? What priorities should be addressed?
3. Trails and Greenway Corridors: How aggressively should the District pursue greenway connectivity and linear trail corridor development? Where should the District focus trail corridor development efforts?
4. Recreational Opportunities and Facilities: What types of recreational opportunities should be offered/planned in the next 5-10 years? What types of facilities/amenities should be developed to support the recreational interests of Kendall County residents?
5. Nature Education Programming Gap Analysis: What types of programs and services should the District consider developing over the next 5-10 years, considering both active and passive educational focus and opportunities?
6. What, if any, multi-purpose event facilities are needed? Will the District's current facilities and near-term opportunities suffice, or are there future developments that should be considered?

The mission of the Kendall County Forest Preserve District is to acquire, preserve and manage natural areas and open spaces, provide environmental education, and offer recreational opportunities for Kendall County Residents.

Master Plan Goals (abbreviated):

1. Acquire and hold lands and properties. Preserve the flora, fauna, and scenic beauties for future generations.
2. Utilize forest preserves to provide educational opportunities focusing on the natural history of Kendall County.
3. Provide and maintain passive and active recreational opportunities and facilities compatible with the District's natural areas.
4. Provide and maintain multi-purpose event facilities.
5. Implement resource management to maintain and enhance natural area diversity.
6. Enhance practices and policies that promote fiscal responsibility and organizational proficiency.
7. Enhance use of media outlets to connect with County residents.
8. Partner with governmental agencies, conservation organizations, and private landowners to preserve nature, create greenway corridors and develop linear trails.

#### Pre-Assignment Links

[https://www.co.kendall.il.us/wp-content/uploads/FP\\_MasterPlanRevision.pdf](https://www.co.kendall.il.us/wp-content/uploads/FP_MasterPlanRevision.pdf)

<https://www.dnr.illinois.gov/publications/Documents/00000823.pdf>

<https://www.theconservationfoundation.org/wp-content/uploads/2019/11/NE-IL-Regional-Conservation-Message-Polling-Nov-2019.pdf>

<https://maps.co.kendall.il.us/portal/apps/webappviewer/index.html?id=4e1677e938274588a227eaa33cee6fd9>

<http://chicagorti.org/OakRecovery>

<https://www.chicagowilderness.org/page/GreenVision>

<http://www.protectkendallnow.org/plan.html>

<http://www.prairiestateconservation.org/pscc/iview/>

<https://www.cmap.illinois.gov/mobility/walking-and-bicycling/greenways-and-trails>