

KENDALL COUNTY FOREST PRESERVE DISTRICT

MEETING AGENDA

TUESDAY, OCTOBER 19, 2021

9:00 A.M.

KENDALL COUNTY OFFICE BUILDING - ROOMS 209 & 210

- 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 Minutes
 - Kendall County Forest Preserve District Finance Committee Meeting of September 30, 2021
 - Kendall County Forest Preserve District Commission Meeting of October 5, 2021
 - Kendall County Forest Preserve District Operations Committee Meeting of October 6, 2021
- VIII. *Approval of Claims in the Amount of \$21,036.93
- IX. Approval of the Publication of the District's FY22 Preliminary Budget
- X. *Approval of a Letter of Engagement with Mack & Associates, CPA's for the Completion of the FY21 Audit for an Amount Not to Exceed \$8,240.00
- XI. *Approval of the Renewal of a 1-Year Lease Agreement with Jay Teckenbrock, Hoover Supervisor and Resident for Use of the Hoover Residence Effective December 1, 2021 through November 30, 2022 for a \$250.00 Monthly Rent Payment
- XII. *Approval of the Renewal of a 1-Year Lease Agreement with Shannon Prette, Ellis Resident and Caretaker for Use of the Ellis House Studio Apartment Effective December 1, 2021 through November 30, 2022 for a \$346.67 Monthly Rent Payment
- XIII. *Approval of Natural Beginnings Early Learning Program 22-23 Program Tuition Fees and Charges in the Amount of \$2,160.00 (3-Day Program) and \$1,700.00 (2-Day Program)
- XIV. *Approval of the Bill of Transfer Accepting the Donation of the Lesson Horse "Casper" to the District from Sunrise Center, Inc. for \$1.00 Paid in Hand
- OLD BUSINESS**
 - No items posted for consideration*
- NEW BUSINESS**
- XV. *MOTION: Approval of Two Vehicle Repair Estimates from Automotive Specialties of Yorkville, Illinois for Repair of the District's 2008 F-350 for \$5,934.05, and the District's 2009 F-250 for \$3,239.29 for a Total Cost of \$9,173.34
- XVI. *MOTION: Approval of the Grounds And Natural Resources Division Supervisor Position Description, Including the Appointment of Antoinette White to this Position with a Promotional Annualized Salary Increase to \$42,780.00 Effective December 1, 2021
- XVII. *MOTION: Approval of the Environmental Education and Special Projects Manager Position Description, Including the Appointment of Stefanie Wiencke to this Position with an Assigned Starting Annualized Salary of \$39,869.25 Effective December 1, 2021
- XVIII. *MOTION: Approval of the Environmental Education Early Learning Program Specialist Position Description, Including the Appointment of Jessica Vosburgh to this Full Time Position with an Assigned Starting Annualized Salary of \$28,275.00 Effective December 1, 2021
- XIX. *MOTION: Approval of the Environmental Education Coordinator Position Description, Including the Appointment of Kimberly Adams to this Position with a Promotional Hourly Salary Increase to \$18.00 Effective October 22, 2021
- XX. *MOTION: Approval of the Reservations Manager and Accounting Coordinator Position Description, including the Appointment of Julia Granholm to this Position with a Promotional Hourly Salary Increase to \$19.50 Effective October 22, 2021
- XXI. MOTION: Approval of a Revised Organizational Chart for the Kendall County Forest Preserve District
- XXII. Public Comments
- XXIII. Executive Session
- XXIV. Other Items of Business
- XXV. Adjournment

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