

KENDALL COUNTY FOREST PRESERVE DISTRICT

MEETING AGENDA

TUESDAY, FEBRUARY 1, 2022

6:00 PM

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 Committee of the Whole Meeting of January 11, 2022
 - Kendall County Forest Preserve District Commission Meeting of January 18, 2022
- VIII. *Approval of Claims in the Amount of \$22,259.15
- IX. ***MOTION:** Approval of a Proposal from SemperFi Land, Inc. for 6-Days of Grant-Funded Restoration Clearing at the District's Reservation Woods Parcels for an Amount Not-to-Exceed \$10,052.10 Plus Reimbursable Expenses Not-to-Exceed \$300.00 (ICECF Acquisition Grant and Landscape Scale Restoration Grant)
- OLD BUSINESS**
 - No items posted for consideration*
- NEW BUSINESS**
- X. **ORDINANCE NO. 22-02-001:** Approval of an Ordinance Adopting a Whistleblower Reporting and Anti-Retaliation Policy
- XI. ***MOTION:** Approval of a Professional Services Contract with Upland Design, LTD. of Plainfield, Illinois for Landscape Architectural Services including Design, Development of Bid Documents, and Construction Observation for a Public Access Improvements Project at Fox River Bluffs Forest Preserve, to be Completed as Part of an IDNR-2018 Regional Trails Program Grant Award, in the Amount of \$28,800.00 Plus Reimbursable Expenses Not-to-Exceed \$1,200.00
- XII. ****MOTION:** Approval of the Reassignment of Commissioner Amy Cesich from the Kendall County Forest Preserve District's Finance Committee to the Operations Committee, with the Concurrent Reassignment of Commissioner Brian DeBolt from the Kendall County Forest Preserve District's Operations Committee to the Finance Committee
- XIII. Public Comments
- XIV. Executive Session
- XV. Other Items of Business
 - Ken Pickerill Estate House Public Access Project – IDNR PARC Grant – Informational Tours
- XVI. Adjournment

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

*(**) Requires the majority of Commissioners present for passage (4-minimum) (KCFPD Rules of Order Section III C.1)*

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMITTEE OF THE WHOLE MEETING MINUTES
JANUARY 11, 2021**

I. Call to Order

President Gilmour called the meeting to order in the Kendall County Office Building – Kendall County Board Rooms 209 and 210 at 4:31 pm.

II. Roll Call

X	Cesich	X	Gryder
X	DeBolt	X	Kellogg
X	Flowers	X	Koukol
X	Gengler (entered at 4:33 pm)	X	Rodriguez
X	Gilmour	X	Vickers

Roll call: Commissioners Cesich, DeBolt, Flowers, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour were all present.

Commissioner Gengler entered the meeting at 4:33 pm.

III. Approval of Agenda

Commissioner Koukol made a motion to approve the Committee of the Whole meeting agenda as presented. Seconded by Commissioner Rodriguez. Aye, all. Opposed, none.

IV. Public Comment

No public comments were offered from citizens in attendance.

V. Executive Director’s Report

Director Guritz presented highlights from the Executive Director’s report.

VI. Operating Committee Meeting Outcomes

Operating Committee Chair Flowers presented outcomes from the Operating Committee meeting.

VII. Review of Preliminary Financial Statements and Cost Center Reports for the Period Ending December 31, 2021

Director Guritz presented an overview of the preliminary Financial Statements and Cost Center reports for the period ending December 31, 2021.

VIII. Motion to Forward Claims to Commission

Commissioner Gryder made a motion to forward claims to Commission. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

OLD BUSINESS

None

NEW BUSINESS

- IX. Pickerill-Pigott Estate House Conversion Project Overview, Schedule and Architectural Plan Review Meeting Outcomes and Discussion**
- a. Pickerill Estate House Conversion Project – Approach to Competitive Bidding of Trades**
 - b. Competitive Bidding Contractual Approach – General Contractor v/s Construction Project Manager**
 - c. AdHoc Committee Versus Finance Committee Construction Project Contingencies**

The Committee of the Whole discussed the Pickerill-Pigott Estate House Conversion Project, reaching consensus on the following:

1. The project will be competitively bid with contract awarded to the lowest qualified general contractor.
2. The Finance Committee will serve to review and approve project contingency change orders, with approval thresholds to be discussed at the Finance Committee meeting.

- X. MOTION: Pickerill House Renovation and Authorization to Display Blueprints and Renovation Project Drawings for this Renovation Project on the District's Website**

Commissioner Gryder made a motion to forward the Pickerill House renovation and authorization to display blueprints and renovation project drawings for this renovation project on the District's website to Commission for approval. Seconded by Commissioner DeBolt. The Committee of the Whole reviewed the current plan set on the meeting monitors. Director Guritz reported that the plan set would be uploaded and published as part of the Committee of the Whole meeting packets. Aye, all. Opposed, none.

- XI. Discussion: Demolition of Encroaching Structures – Aux Sable Springs Park**

Director Guritz provided cost updates on the timeline and the demolition of the encroaching structures at Aux Sable Springs Park. Director Guritz presented costs and timeframes for the demolition project. Direction was received from the Committee of the Whole to move forward with demolition activities.

XII. Other Items of Business

- Progressive Energy Group Proposal
- Qualified Assignment and Release Agreement – MetLife Assignment Company, Inc.
- Upland Design – 2018 RTP Grant Contract Updates
- Millington Forest Preserve – Brighter Daze Farm Reciprocal Access Agreement Updates
- Maramech Forest Preserve – Property Damage Claim and Quote

The Qualified Assignment and Release Agreement was not discussed.

Commissioner Flowers made a motion to forward the Dynegy Energy proposal to supply electricity to the District to Commission for approval. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

XIII. Public Comments

No public comments were offered from citizens in attendance.

XIV. Executive Session

None.

XV. Summary of Action Items

Director Guritz provided a summary of action items.

XVI. Adjournment

Commissioner Vickers made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

Meeting adjourned at 6:32 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMISSION MEETING MINUTES
JANUARY 18, 2022**

I. Call to Order

President Gilmour called the meeting to order at 9:00 am in the Kendall County Office Building - Second Floor Board Rooms 209 and 210.

II. Pledge of Allegiance

All present recited the Pledge of Allegiance at the start of the Commission meeting.

III. Invocation

An invocation was offered by Commissioner Gengler at the start of the meeting.

IV. Roll Call

X	Cesich	X	Gryder
	DeBolt	X	Kellogg
	Flowers	X	Koukol
X	Gengler	X	Rodriguez
X	Gilmour	X	Vickers

Roll call: Commissioners Cesich, Gengler, Gryder, Kellogg, Koukol, Rodriguez, 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 Rodriguez. Aye, all. Opposed, none.

VI. Public Comment

No public comments were offered from citizens in attendance.

CONSENT AGENDA

VII. Approval of Minutes

- Kendall County Forest Preserve District Commission Meeting of January 4, 2022
- Kendall County Forest Preserve District Operations Committee Meeting January 5, 2022

VIII. Approval of Claims in the Amount of \$35,561.51

IX. MOTION: Approval of an Electric Service Agreement with Dynegy Energy Services. LLC for the Purchase of Electrical Power at \$0.05959 per Kilowatt Hour through February 2026

X. MOTION: Pickerill House Renovation and Authorization to Display Blueprints and Renovation Project Drawings for this Renovation Project to the District's Website

Commissioner Cesich made a motion to approve the Consent Agenda as presented. Seconded by Commissioner Koukol.

Motion: Commissioner Cesich
 Second: Commissioner Vickers

Roll call: Consent Agenda

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt			Kellogg	X	
Flowers			Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion unanimously approved.

Roll call: Commissioners Cesich, Gengler, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

OLD BUSINESS

No items posted for consideration.

NEW BUSINESS

XI. MOTION: Approval of a Grounds Maintenance Worker – Preserve Opener/Closer Position Description

Commissioner Cesich made a motion to approve the Grounds Maintenance Worker – Preserve Opener/Closer Position Description. Seconded by Commissioner Gryder.

Motion: Commissioner Cesich
 Second: Commissioner Gryder

Roll call: GM Preserve Opener/Closer Position Description

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt			Kellogg	X	
Flowers			Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion unanimously approved.

Roll call: Commissioners Cesich, Gengler, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

XII. MOTION: Approval of an Updated Starting Salary Range of \$13.00 to \$17.00 per Hour for all District Part Time Grounds Maintenance Worker Positions

Commissioner Gryder made a motion to approve an updated starting salary range of \$13.00 to \$17.00 per hour for all District part time Grounds Maintenance work positions. Seconded by Commissioner Kellogg.

Motion: Commissioner Gryder
 Second: Commissioner Kellogg

Roll call: GM PT Salary Range

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt			Kellogg	X	
Flowers			Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion unanimously approved.

Roll call: Commissioners Cesich, Gengler, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

XIII. MOTION: Approval of Hourly Salary Increase for Current Part Time Grounds Maintenance Workers Including Quinn Campbell (\$12.00 to \$13.00 per hour); Craig Johnson (\$15.00 to \$15.50 per hour), and Frank Koehler (\$12.80 to \$13.50 per hour) Effective January 29, 2022

Commissioner Cesich made a motion to approve a hourly salary increase for current part time Grounds Maintenance workers including Quinn Campbell (\$12.00 to \$13.00 per hours); Craig Johnson (\$15.00 to \$15.50 per hour), and Frank Koehler (\$12.80 to \$13.50 per hour) effective January 29, 2022 . Seconded by Commissioner Rodriguez.

Motion: Commissioner Cesich
 Second: Commissioner Rodriguez

Roll call: GM Part Time Employee Salary Increases

Commissioner	Aye	Opposed	Commissioner	Aye	Opposed
Cesich	X		Gryder	X	
DeBolt			Kellogg	X	
Flowers			Koukol	X	
Gengler			Rodriguez		
Gilmour	X		Vickers	X	

Motion unanimously approved.

Roll call: Commissioners Cesich, Gengler, Gryder, Kellogg, Koukol, Rodriguez, Vickers, and Gilmour, aye. Opposed, none. Motion unanimously approved.

XIV. Public Comments

No public comments were offered from citizens in attendance.

XV. Executive Session

None.

XVI. Other Items of Business

- Forest Foundation of Kendall County – Pickerill-Pigott Forest Preserve Improvement Fund

Director Guritz reported that the Forest Foundation of Kendall County has established a restricted fund in anticipation of receipt of charitable contributions for Pickerill-Pigott Forest Preserve improvements.

XVII. Adjournment

Commissioner Cesich made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none. Meeting adjourned at 9:10 am.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District

Claims Listing

1/26/2022 11:06:36 AM

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
Ellis Grounds	51	SYNCB/AMAZON	1DLR-M139-1T96	Ellis-Trash Bags	19001162	68580	Grounds and Maintenance \$47.99
	1323	MENARDS	33105	Ellis Battery, charger	19001162	68580	Grounds and Maintenance \$168.08
	1323	MENARDS	33192	Ellis-Spreader, Ice melt, cleaner	19001162	68580	Grounds and Maintenance \$206.44
	1323	MENARDS	33338	Ellis Toilet Paper	19001162	68580	Grounds and Maintenance \$9.77
							Sub-Total \$432.28
Ellis House					Ellis Grounds	Total	\$432.28
	2047	COMED	9361548011013122	ComEd Ellis House	19001160	62270	Utilities \$711.57
							Sub-Total \$711.57
	21	ADS, INC	147996013122	Ellis Alarm System	19001160	68580	Grounds and Maintenance \$349.17
	124	BARRETT'S ECOWATER	0010381013122	Ellis Water Service	19001160	68580	Grounds and Maintenance \$25.00
						Sub-Total \$374.17	
					Ellis House	Total	\$1,085.74

Environmental Educ. Natr'l Beg.	3429	JENNIE COLLINS	NBTackle	Reimbursement for Tackle Boxes	19001178	63030	Program Supplies	\$31.10
							Sub-Total	\$31.10
					Environmental Educ. Natrl Beg.		Total	\$31.10
Forest Preserve Director	884	ILLINOIS TOLLWAY	G121000005134	IPASS Account Replenishment	190011	62000	Office Supplies	\$42.96
	2170	ANTOINETTE WHITE	Irononlogos	Reimbursement for Logo purchase	190011	62000	Office Supplies	\$36.00
							Sub-Total	\$78.96
	67	AMEREN ILLINOIS	27864440060131 22	Millbrook S Gas	190011	63510	Electric	\$27.43
	2047	COMED	93615780000131 22	ComEd Baker Woods	190011	63510	Electric	\$18.79
							Sub-Total	\$46.22
	928	INNOVATIVE UNDERGROUND, LLC	1809	FY21 - Hoover-Sewer work, grease pit, repairs	190711	66500	Miscellaneous Expense	\$6,450.00
	3442	VALLEY CHIMNEY SWEEP & RESTORATION	01122022	Pickerill Estate Main Fireplace Maintenance	190711	66500	Miscellaneous Expense	\$219.00
							Sub-Total	\$6,669.00

Forest Preserve Director	1007	ILLINOIS COUNTIES RISK MANAGEMENT TRUST	12021 Payment	January 2021 Payment	1900111	68000	Liability Insurance Premiums	\$7,730.00
							Sub-Total	\$7,730.00
Grounds and Natural Resources					Forest Preserve Director		Total	\$14,524.18
	107	AUTOMOTIVE SPECIALTIES INC	25117	2011 FORD F350 Pickup Repairs	19001183	62160	Equipment	\$676.75
							Sub-Total	\$676.75
	1452	NICOR	85662610121013 122	Nicor Millbrook S	19001183	63090	Natural Gas	\$161.44
	1452	NICOR	87946110001013 122	Nicor Harris	19001183	63090	Natural Gas	\$325.45
							Sub-Total	\$486.89
	1323	MENARDS	33266	Grounds misc supplies	19001183	63110	Shop Supplies	\$46.39
	1323	MENARDS	33314	Grounds-Tester, pegs	19001183	63110	Shop Supplies	\$11.45
							Sub-Total	\$57.84
					Grounds and Natural Resources		Total	\$1,221.48
Hoover	3443	CHRISTA HARRISON	22-00005	Moonseed Sec Deposit Return	19001171	63040	Security Deposit Refund	\$100.00
	3444	LAURA YOWELL	21-00231	Blazing Star Sec Deposit Return	19001171	63040	Security Deposit Refund	\$100.00
							Sub-Total	\$200.00

Hoover

1452	NICOR	22827083027013 122	Nicor Hoover Shop	19001171	63090	Natural Gas	\$55.92
1452	NICOR	23336698297013 122	Nicor Hoover Rookery	19001171	63090	Natural Gas	\$206.94
1452	NICOR	24614203628013 122	Nicor Blazing Star	19001171	63090	Natural Gas	\$153.68
1452	NICOR	28235299733013 122	Nicor Moonseed	19001171	63090	Natural Gas	\$144.21
1452	NICOR	30831034894013 122	Nicor Kingfisher	19001171	63090	Natural Gas	\$162.04
1452	NICOR	50980197128013 122	Nicor Meadowhawk Lodge	19001171	63090	Natural Gas	\$62.25
1452	NICOR	72389374124013 122	Nicor Hoover Residence	19001171	63090	Natural Gas	\$98.45
1452	NICOR	88551401149013 122	Nicor Hoover Maintenance	19001171	63090	Natural Gas	\$207.69
						Sub-Total	\$1,091.18
2047	COMED	07560810170131 22	ComEd Hoover Bathhouse	19001171	63100	Electric	\$501.04
2047	COMED	07936730150131 22	Hoover Multiple Meters	19001171	63100	Electric	\$1,353.40
						Sub-Total	\$1,854.44
199	BUSTED KNUCKLES LANDSCAPING	3372	FY2021-Hanging/broken limb work at Hoover	19001171	66500	Miscellaneous Expense	\$600.00
						Sub-Total	\$600.00
1820	UNIQUE PRODUCTS & SERVICE	42461-1	Hoover Bathroom Supplies	19001171	68580	Grounds and Maintenance	\$17.25

Hoover	1820	UNIQUE PRODUCTS & 424611 SERVICE	Hoover Bathroom Supplies	19001171 68580	Grounds and Maintenance	\$1,069.08
	1820	UNIQUE PRODUCTS & 424801 SERVICE	Dog Clean Up Bags	19001171 68580	Grounds and Maintenance	\$132.42
					Sub-Total	\$1,218.75
				Hoover	Total	\$4,964.37
					Grand Total	\$22,259.15

January 31, 2022

Antoinette White
 Kendall County Forest Preserve District

Re: 2022 Winter Clearing Work – Reservation Woods

Scope:

This proposal includes all materials, equipment, and labor necessary to perform the clearing, burning of cut material and herbicide application of the cut stumps within the Reservation Woods located in Kendall County. Due to be completed by March 31, 2022.

Item	Qty	Unit	Unit Cost	Total Cost
2022 Management				
Selective Removal Brush Pile Burning	6	Day	\$1,675.35	<u>\$10,052.10</u>
			Total	<u>\$10,052.10</u>

Services

Selective Removal Brush Pile Burning:

Semper Fi will cut invasive honeysuckle and buckthorn at Reservation Woods within the location specified by the Kendall County Forest Preserve District. The crew will use brush cutters and chainsaws to cut the material within the unit.

The cut debris will be burned in brush burn piles. Semper Fi will work of the burn permits supplied by the Kendall County Forest Preserve District.

The crew will apply herbicide (Glyphosate) to the cut stumps.

Semper Fi will provide a crew of 4 for six working days.

We anticipate to complete this project no later than March 31, 2022.

Terms and Conditions

The visit will be billed upon completion of clearing work.

Payment terms are Net 30.


The Contractor is committed to delivering quality services to all buyers, and encourages them to immediately report any deviation from the requirements as agreed upon in this contract.

All work will be performed by uniformed, trained, and properly supervised personnel in accordance with industry standard horticultural practices.

Service Pledge

All of the work described in this contract will be performed in a professional manner for the duration of this contract. All work is supervised by a crew leader and is over seen by the owner of SEMPER FI LAND SERVICE to ensure that we are consistent in bringing you the customer the 100% quality service that SEMPER FI LAND SERVICE provides its customers. We have built a solid reputation on our dependable, quality service, and are very proud of what we do for our customers. We will always monitor your property and bring any problems or possible problems to your attention as soon as we spot them.

If accepted, please sign below and return one copy to our office.
Upon receipt, we will schedule this project.

	01/31/2022	_____	_____
Hanna Sowden	date	Accepted by:	date
Field Operations Manager		Antoinette White - KCFPD	
Semper Fi Land Services, Inc.			

ORDINANCE NO. 22-02-001

**AN ORDINANCE ADOPTING A
WHISTLEBLOWER REPORTING AND ANTI-RETALIATION POLICY**

WHEREAS, the Kendall District Forest Preserve District (“District”) is a unit of local government, organized and operating pursuant to the Constitution and laws of the State of Illinois; and

WHEREAS, the Illinois General Assembly recently amended the Public Officer Prohibited Activities Act requiring the District to designate an auditing official and to establish written processes and procedures for employees to report alleged improper governmental actions, as defined 50 ILCS 105/4.1; and

WHEREAS, the District’s Board of Commissioners desire to approve the Whistleblower Reporting and Anti-Retaliation Policy attached hereto as Exhibit A and to incorporate it as a new Section 3.8 to the District’s existing Handbook (the “Policy”);

NOW, THEREFORE, BE IT ORDAINED by a majority vote of the District’s Board of Commissioners, as follows:

SECTION 1. RECITALS.

The foregoing recitals shall be and are hereby incorporated into and made a part of this Ordinance as if fully set forth in this Section 1.

SECTION 2. THE POLICY.

The District’s Board of Commissioners hereby approves and adopts the Policy attached hereto as Exhibit A as a new Section 3.8 to be added to the District’s Handbook. The Policy shall be applicable to all employees of the District, whether in a permanent or temporary position, including full-time, part-time, and intermittent workers, and members of appointed boards or commissions, whether or not paid. The District’s Executive Director or his designee shall

distribute the Policy to all District employees and have such employees acknowledge receipt thereof within the next thirty (30) days and on an annual basis each year thereafter pursuant to 50 ILCS 105/4.1(h).

SECTION 3. AMENDMENTS.

The Handbook is not a contract with employees of the District and the District retains the right to make changes to the Handbook and this Policy from time to time, as the District deems prudent and necessary.

SECTION 4. EFFECTIVE DATE.

This Ordinance and the Policy shall be in full force and in effect immediately upon approval by a majority vote of the District’s Board of Commissioners.

SO ORDAINED this 1ST day of February, 2022 in Kendall County, Illinois.

KENDALL COUNTY FOREST PRESERVE DISTRICT

Judy Gilmour, President

Attest:

Elizabeth Flowers, Secretary

Section 3.8 WHISTLEBLOWER REPORTING AND ANTI-RETALIATION POLICY

It is the policy of the Kendall County Forest Preserve District (District) to act in accordance with Section 4.1 of the Illinois Public Officer Prohibited Activities Act regarding retaliation against whistleblowers. *See* 50 ILCS 105/4.1. Thus, the District prohibits retaliation against its employees and contractors who: (1) report an improper governmental action; (2) cooperate with an investigation by an auditing official related to a report of improper governmental action; or (3) testify in a proceeding or prosecution arising out of an improper governmental action.

For purposes of this Policy, “improper governmental action” is defined as:

any action by a unit of local government employee, an appointed member of a board, commission, or committee, or an elected official of the unit of local government that is undertaken in violation of a federal, State, or a unit of local government law or rule; is an abuse of authority; violates the public’s trust or expectation of his or her conduct; is of substantial and specific danger to the public’s health or safety; or is a gross waste of public funds.

50 ILCS 105/4.1. “Improper governmental action” does *not* include the following:

[A] unit of local government’s personnel actions, including, but not limited to employee grievances, complaints, appointments, promotions, transfers, assignments, reassignments, reinstatements, restorations, reemployment, performance evaluations, reductions in pay, dismissals, suspensions, demotions, reprimands, or violations of collective bargaining agreements, except to the extent that the action amounts to retaliation.

Id.

For purposes of this Policy, retaliation means any adverse change in an employee’s employment status or the terms and conditions of employment that result from an employee’s protected activity under this Policy and/or the Public Officer Prohibited Activities Act. Retaliation can include, but is not limited to, any of the following: denial of adequate staff to perform duties; frequent staff changes; frequent and undesirable office changes; refusal to assign meaningful work; unsubstantiated letters of reprimand or unsatisfactory performance evaluations; demotion; reduction in pay; denial of promotion; transfer or reassignment; suspension or dismissal; or other disciplinary action made because of the employee’s protected activity under this Policy and the Public Officer Prohibited Activities Act.

Any report of retaliation shall promptly be reported to the District’s Auditing Official for review pursuant to the complaint procedures set forth in this Policy. All employees are responsible for reporting improper government activities as well as reporting any retaliatory conduct resulting therefrom pursuant to the complaint procedures set forth in this Policy. Failure to do so may result in disciplinary action up to and including termination of employment.

THE DISTRICT’S AUDITING OFFICIAL:

The District’s Auditing Official is responsible for receiving, registering, and investigating complaints and information concerning misconduct, inefficiency, and waste within the District based upon the prohibitions set forth in this Policy. The District’s President shall serve as the appointed Auditing Official for the District.

In the event there is a vacancy in the Auditing Official’s position or, if the complaint received is against the District’s Auditing Official, the Kendall County State’s Attorney shall assume the Auditing Official’s duties pursuant to Section 4.1 of the Public Officer Prohibited Activities Act.

COMPLAINT AND INVESTIGATION PROCEDURES:

All reports of alleged improper governmental activities and retaliation in violation of the Public Officer Prohibited Activities Act shall promptly be reported to the District’s Auditing Official in writing within sixty (60) days of notice of the alleged act. All complaints received pursuant to this Policy will be promptly and thoroughly investigated by the Auditing Official or their designee in accordance with Section 4.1 of the Public Officer Prohibited Activities Act.

To the extent allowed by law, the identity of an employee reporting information about an improper governmental action shall be kept confidential unless the employee waives confidentiality in writing. The Auditing Official may take reasonable measures to protect employees who reasonably believe they may be subject to bodily harm for reporting improper government action. 50 ILCS 105/4.1(e).

At the conclusion of the investigation, the Auditing Official will decide whether the complaint has merit or whether the complaint does not have merit. If the Auditing Official determines the complaint has no merit, the Auditing Official can dismiss the complaint. If the Auditing Official concludes that an improper governmental action has taken place or concludes the applicable Board member, supervisory officials or other employees have hindered the Auditing Official’s investigation, the Auditing Official shall notify in writing the District’s President of the Board of Commissioners and any other individual or entity the Auditing Official deems necessary in the circumstances. If the Auditing Official deems it appropriate, the Auditing Official may transfer a report of improper governmental action to the Kendall County State’s Attorney or local law enforcement agency for further investigation.

REMEDIES:

In the event the Auditing Official determines the complaint has merit, the Auditing Official has the authority to exercise any or all remedies as set forth in Section 4.1 of the Public Officers Prohibited Activities Act. Such remedies can include, but are not limited to the following: reinstatement, reimbursement for lost wages or expenses incurred, promotion, and/or providing some other form of restitution to the complainant who was subjected to retaliation in violation of this Policy.

Any person who engages in any violation of Section 4.1 of the Public Officer Prohibited Activities Act may also be subject to a monetary fine of no less than \$500 and no more than \$5,000 per violation; appropriate employment action (including, but not limited to suspension without pay, demotion, or discharge), civil or criminal prosecution, or any combination of these penalties.

DISTRIBUTION OF THIS POLICY

The District shall provide a copy of this Policy to every employee upon commencement of employment and on an annual basis thereafter to ensure employees understand their rights and the process in which they can report retaliation pursuant to this Policy.

ACKNOWLEDGEMENT OF RECEIPT

By signing my name below, I hereby acknowledge receipt of the Whistleblower Reporting and Anti-Retaliation Policy set forth in Section 3.8 of the Kendall County Forest Preserve District Employee Handbook. By signing my name below, I affirm that I have read and agree to abide by all provisions set forth in this Policy.

Printed Name: _____

Date: _____

Signature: _____

KENDALL COUNTY FOREST PRESERVE DISTRICT

HISTORIC KENDALL COUNTY COURTHOUSE

110 WEST MADISON STREET

YORKVILLE, IL 60560

DRAFT PENDING COMMISSION APPROVAL: 02/01/2022

Kendall County Forest Preserve District

2022 Board of Commissioners

Amended: 02/01/2022

Judy Gilmour**, President

jgilmour@co.kendall.il.us

Scott Gengler**, Vice President

sgengler@co.kendall.il.us

Elizabeth Flowers*, Secretary

eflowers@co.kendall.il.us

District 1

Amy Cesich*

acesich@co.kendall.il.us

Brian DeBolt**

bdebolt@co.kendall.il.us

Ruben Rodriguez*

rrodriguez@co.kendall.il.us

District 2

Scott R. Gryder*

sgryder@co.kendall.il.us

Matt Kellogg**

mkellogg@co.kendall.il.us

Dan Koukol*

dkoukol@co.kendall.il.us

Robyn Vickers**

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*Operations Committee Member (Elizabeth Flowers, Chair; Ruben Rodriguez, Vice-Chair)

**Finance Committee Member (Scott Gengler, Chair; Matt Kellogg, Vice-Chair)



Ken Pickerill Estate House Public Access Improvement Project

Scope of Construction Overview and Tour

Wed. February 9 and Fri. February 11, 2022
 2:00 PM—3:00 PM
 Pickerill-Pigott Forest Preserve

Exterior Patio View with Roof Structure

Exterior rendering of the estate house showing a large covered patio area with a stone wall and brick accents.

Proposed 1st Floor Pickerill Estate House

Architectural floor plan showing various rooms and construction callouts. Callouts include: New Laundry, Public Access, New Louncap, Kitchen, Dining, Living, and various utility areas.

In 2007, the late Ken Pickerill, in one of many acts of civic pride and investment, donated his estate house and 26-acres of property to the District and citizens of Kendall County. In 2020, the District opened Pickerill-Pigott Forest Preserve to the public.

Kendall County Forest Preserve District is now working to finalize plans for competitive bidding of the Pickerill Estate House Public Access Improvement Project. Contractors, construction trades, skilled professionals, friends and fans are invited to learn more about this important community project. Each of these informational sessions offered will provide an overview of the scope of construction, provide an opportunity to review preliminary construction drawings, and discuss opportunities for extending voluntary contributions to help enhance the scope and scale of the renovation of the Pickerill family estate home.

Please join us and consider making a contribution of time, talent and treasure to help build upon Ken's lasting legacy.

This project is being financed, in part, with funds from the Illinois Department of Natural Resources Park and Recreational Facility Construction Grant Program (PARC).

Pickerill-Pigott Forest Preserve * 6350 A. Minkler Road * Yorkville, IL 60560
 RSVP is requested, but not required by phone at 630-553-4025 or email at kcforest@co.kendall.il.us.