

**KENDALL COUNTY FOREST PRESERVE DISTRICT**

**MEETING AGENDA**

**TUESDAY, AUGUST 2, 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
- VII. **\*CONSENT AGENDA**
  - A. Approval of Minutes
    - Kendall County Forest Preserve District Committee of the Whole Meeting of July 12, 2022
    - Kendall County Forest Preserve District Commission Meeting of July 19, 2022
  - B. \*Approval of Claims in the Amount of \$21,175.10
- VIII. **OLD BUSINESS**

*No agenda items posted for consideration.*
- IX. **NEW BUSINESS**

*No agenda items posted for consideration.*
- X. Public Comments
- XI. Executive Session
- XII. Other Items of Business
  - A. Legal Notice: Fox River Bluffs Site Construction Project
  - B. Legal Notice: Ken Pickerill Estate House Renovation Project
- XIII. Adjournment

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

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
COMMITTEE of the WHOLE MEETING MINUTES**

**JULY 12, 2022**

**I. Call to Order**

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

**II. Roll Call**

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

Commissioners DeBolt, Gengler, Koukol, Rodriguez, Vickers, and Gilmour, were all present.

**III. Approval of Agenda**

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

**IV. Public Comments**

No public comments were offered from citizens in attendance.

**V. Executive Director’s Report**

Director Guritz provided updates on the Pickerill estate house project, and Fox River Bluffs Forest Preserve RTP grant and public trail project.

Antoinette White, Grounds and Natural Resources Division Supervisor, provided an update on seasonal grounds staffing and preserve improvement projects.

**VI. Motion to Forward Claims to Commission**

Commissioner DeBolt made a motion to forward claims to Commission for approval. Seconded by Commissioner Gengler. Aye, all. Opposed, none.

**VII. OLD BUSINESS**

**a. Pickerill-Pigott Estate House Pre-Construction Projects Updates**

Director Guritz provided a summary of the current pre-construction activities at the Pickerill estate house, including plans for amending the specifications to account for donated labor and materials within the final bid documents.

**b. Fox River Bluffs Regional Program Grant – Upland Design, Inc. Construction Estimates, Bid Specifications and General Condition**

Commissioner Gengler made a motion to forward the Fox River Bluffs Regional Trails Program grant project bid specifications to Commission for approval. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

**c. FY22 Capital Fund Budget Amendments – Draft for August 16, 2022 Approval**

Director Guritz presented a draft of proposed FY22 capital fund budget amendments to the Committee of the Whole for discussion. The FY22 budget will need to be amended to provide sufficient appropriations for completion of the Fox River Bluffs IDNR-RTP grant project.

**VIII. NEW BUSINESS**

**a) District Facility Rental Permit Agreement – Review of Draft Resolution #22-07-001**

Commissioner DeBolt made a motion to forward the draft resolution #22-07-001 to Commission for approval. Seconded by Commissioner Gengler. Aye, all. Opposed, none.

**b) Reservation Woods Carbon Credit Project Design and Carbon Crediting Agreements**

Commissioner Gengler made a motion to forward the Reservation Woods Carbon Credit Project design, project implementation agreement, and declaration of development restrictions to Commission for approval. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

**c) 22-23 Bow Hunt Program Application for Management of Chronic Wasting Disease (CWD) in White-tailed Deer**

Commissioner Vickers made a motion to forward the 22-23 Bow Hunt Program Application for Management of Chronic Wasting Disease (CWD) in White-tailed Deer to Commission for approval. Seconded by Commissioner Koukol. Aye, all. Opposed, none.

**d) IDNR FY22 Habitat Grant Application**

Item was postponed to the following Commission meeting.

**e) GRAINCO FS 23-24 Pre-Paid Propane Contract**

Item was postponed to the following Commission meeting.

**XVIII. Other Items of Business**

**a. Special Use Permit Application Review – University of Illinois Extension Master Naturalist Program**

Item was postponed to the following Commission meeting.

**b. Freeman Forest Preserve – Resident Concerns**

Item was postponed to the following Committee of the Whole meeting.

**XIX. Public Comments**

No public comments were offered from citizens in attendance.

**XX. Executive Session**

None.

**XXI. Summary of Action Items**

Director Guritz provided a summary of action items to be presented to Commission for approval.

**XXII. Adjournment**

Commissioner DeBolt made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none. Meeting adjourned at 5:40 pm.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
COMMISSION MEETING MINUTES  
JULY 19, 2022**

**I. Call to Order**

President Gilmour called the meeting to order at 10:30 am in the Kendall County Office Building - Second Floor Board Meeting Rooms 209 and 210.

**II. Pledge of Allegiance**

The Pledge of Allegiance was recited by all present.

**III. Invocation**

An invocation was offered by Commissioner Gengler.

**IV. Roll Call**

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

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

**V. Approval of Agenda**

Commissioner Cesich made a motion to approve the agenda. Seconded by Commissioner Vickers. Aye, all. Opposed, none.

**VI. Public Comment**

No public comments were offered from citizens in attendance.

**VII. CONSENT AGENDA**

**A. Approval of Minutes**

- Kendall County Forest Preserve District Commission Meeting of July 19, 2022

**B. \*Approval of Claims for the June 30, 2022 Claims Run in the Amount of \$28,777.37**

**C. \*Approval of Claims for the July 15, 2022 Claims Run in the Amount of \$30,790.25**

**D. \*MOTION: Approval of a 23-24 Pre-Paid Propane Fixed Price Contract with GRAINCO FS for Contract Numbers 1341197 and 1348116 for the Purchase of 3,200 Gallons at \$1.899 per Gallon for \$6,076.80 (Payable in FY23)**

- E. **\*MOTION: Approval of a Project Implementation Agreement with City Forest Credits (CFC), Seattle, Washington a Nonprofit Corporation, Necessary to Establish and Maintain a 40-Year Carbon Credit Registry with CFC for the Issuance, Release, and Sale of Carbon Credits Sequestered within a 10.08-Acre Forested Area (Parcel #05-01-400-004 and 05-01-400-005) at Reservation Woods Forest Preserve, Including Payment of an Initial \$1,500 Project Fee and \$3,000 Carbon Credit Third-Party Verification Fee**
- F. **\*MOTION: Approval of a Declaration of Development Restrictions for Reservation Woods Forest Preserve Parcel Numbers 05-01-400-004 and 05-01-400-005**
- G. **\*MOTION: Approval of the 22-23 CWD Bow Hunt Program Manual, Including an Initial Registration Period Beginning August 3, 2022 for Prior Year Permit Holders Only, Open Registration for Kendall County Residents Only Beginning August 10, 2022, Open Registration for Out-of-County Residents Beginning August 17, 2022, with Program Registration Closed after August 24, 2022, a Program Capacity Limit of 90 Full Season Permits with a Kendall County Resident Permit Fee of \$250.00 (\$50.00 for an Invited Resident 2-Weekend Guest Pass) and \$350.00 Non-Resident Permit Fee (\$100.00 for an Invited Non-Resident 2-Weekend Guest Pass)**
- H. **\*MOTION: Approval of the Upland Design, LTD. Bid Proposal and Specifications for Construction of a New Entryway, Parking Area, Trail Loop and Spur at Fox River Bluffs Forest Preserve (IDNR-Regional Trails Program Grant Project Number 19-155), Including Bid Letting for the Project in Accordance with the Stated Timeframe in the Legal Notice to Bidders**
- I. **\*MOTION: Approval of a Special Use Permit for Rheta Murdaugh for Use of Baker Woods Forest Preserve to Host the “Shoop Scoot - 5K Fundraising Run” on September 18, 2022, Including an Assigned \$300.00 Permit Fee**
- ~~J. **\*MOTION: Approval of a Special Use Permit for the University of Illinois – Master Naturalist Program for Use of Richard Young Lyon Forest Preserves on Saturday, August 27, 2022, Including a Waived \$75.00 Permit Fee in Exchange for Collection and Submission of a Birding Survey and Promotion of District Natural Area Management Volunteer Opportunities**~~
- K. **\*MOTION: Approval of the Submission of an IDNR Habitat Grant / IDNR Pheasant Fund Grant Application in the Amount of \$30,000, Including a Direct and In-Kind 1:1 Match of \$30,000 for Habitat Improvement Projects at Little Rock Creek, Hoover, and Other Forest Preserve Areas**

Commissioner DeBolt made a motion to approve the Consent Agenda with the removal of item J. Seconded by Commissioner Cesich.

Motion: Commissioner DeBolt  
Second: Commissioner Cesich

**Roll call: Consent Agenda (Items A, B, C, D, E, F, G, H, I, and K)**

<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>	<b>Commissioner</b>	<b>Aye</b>	<b>Opposed</b>
Cesich	X		Gryder		
DeBolt	X		Kellogg	X	
Flowers			Koukol	X	
Gengler	X		Rodriguez	X	
Gilmour	X		Vickers	X	

Motion unanimously approved.

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

**VIII. OLD BUSINESS**

*No agenda items posted for consideration.*

**IX. NEW BUSINESS**

*No agenda items posted for consideration.*

**X. Public Comments**

No public comments were offered from citizens in attendance.

**XI. Executive Session**

None.

**XII. Other Items of Business**

- Meeting Cancellations: July 28, 2022 Finance Committee Meeting at 4:00 PM

**XIII. Adjournment**

Commissioner Cesich made a motion to adjourn. Seconded by Commissioner DeBolt. Aye, all. Opposed, none.

Meeting adjourned at 10:31 am.

Respectfully submitted,

Antoinette White  
Acting Director, Kendall County Forest Preserve District

# Claims Listing

7/27/2022 2:42:06 PM

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
Ellis Barn	21	ADS, INC	147996-1055	Alarm monitoring-Ellis	19001161 68580	Grounds and Maintenance	\$178.87
						<b>Sub-Total</b>	<b>\$178.87</b>
					<b>Ellis Barn</b>	<b>Total</b>	<b>\$178.87</b>
Ellis Grounds	51	SYNCB/AMAZON	1QHT-6Q3N-KJVT	Amazon Elis- Trash Can loop	19001162 68580	Grounds and Maintenance	\$24.48
						<b>Sub-Total</b>	<b>\$24.48</b>
					<b>Ellis Grounds</b>	<b>Total</b>	<b>\$24.48</b>
Ellis House	2047	COMED	93615480110728 22	ComEd-Ellis House	19001160 62270	Utilities	\$469.98
						<b>Sub-Total</b>	<b>\$469.98</b>
Ellis House	21	ADS, INC	147996-1055	Alarm monitoring-Ellis	19001160 68580	Grounds and Maintenance	\$178.88
	267	CINTAS	0F94660281	Fire inspection-Ellis	19001160 68580	Grounds and Maintenance	\$183.26
	659	GOLDEN SEAL HEATING & AIR CONDITIONING	559875	Furnace Repair	19001160 68580	Grounds and Maintenance	\$345.00



<b>Ellis House</b>	1323	MENARDS	48230	Menards-Ellis- papertowels, toilet paper, trash bag	19001160 68580	Grounds and Maintenance	\$56.44
						<b>Sub-Total</b>	<b>\$763.58</b>
<b>Ellis Riding Lessons</b>					<b>Ellis House</b>	<b>Total</b>	<b>\$1,233.56</b>
	51	SYNCB/AMAZON	1LMK-VVPP- LCG3	Amazon-Ellis Animal Care-Joint Supplement	19001164 63000	Animal Care & Supplies	\$59.90
						<b>Sub-Total</b>	<b>\$59.90</b>
<b>Environmental Educ. Natr'l Beg.</b>					<b>Ellis Riding Lessons</b>	<b>Total</b>	<b>\$59.90</b>
	51	SYNCB/AMAZON	191W-X14P- X7CP	Amazon-file sorter, tabs, binders, tape	19001178 63030	Program Supplies	\$13.99
	51	SYNCB/AMAZON	1GRK-6QQD- PH14	Amazon NB-Scotch Tape, dispenser	19001178 63030	Program Supplies	\$27.98
						<b>Sub-Total</b>	<b>\$41.97</b>
<b>Environmental Education Camps</b>					<b>Environmental Educ. Natr'l Beg.</b>	<b>Total</b>	<b>\$41.97</b>
	51	SYNCB/AMAZON	1YKP-K67H-JJJ6	Mushroom Rain-Camp Supplies	19001177 63030	Program Supplies	\$20.85
						<b>Sub-Total</b>	<b>\$20.85</b>
<b>Forest Preserve Director</b>					<b>Environmental Education Camps</b>	<b>Total</b>	<b>\$20.85</b>
	51	SYNCB/AMAZON	191W-X14P- X7CP	Amazon-file sorter, tabs, binders, tape	190011 62000	Office Supplies	\$86.27
	1304	MARCO TECHNOLOGIES, LLC	477706568F	Copiers 6/28-7/28/2022	190011 62000	Office Supplies	\$147.21
						<b>Sub-Total</b>	<b>\$233.48</b>

Forest Preserve Director	67	AMEREN ILLINOIS	27864440060728 22	Ameren Millbrook S- Electric	190011 63510	Electric	\$25.85
	2047	COMED	93615780000728 2022	ComEd-Baker Woods	190011 63510	Electric	\$18.67
						<b>Sub-Total</b>	<b>\$44.52</b>
	1789	TRANE COMPANY	R146296	Pickerill Furnace and labor costs	191311 70330	Construction	\$14,146.15
						<b>Sub-Total</b>	<b>\$14,146.15</b>
					<b>Forest Preserve Director</b>	<b>Total</b>	<b>\$14,424.15</b>
Grounds and Natural Resources	107	AUTOMOTIVE SPECIALTIES INC	25442	F350 Starter Repair	19001183 62160	Equipment	\$326.25
	413	DEKANE EQUIPMENT CORP	IA85182	RTV-Broken belt, vent filter	19001183 62160	Equipment	\$115.95
	556	FLATSO'S TIRE SHOP	24179	F150 Tires	19001183 62160	Equipment	\$1,368.76
						<b>Sub-Total</b>	<b>\$1,810.96</b>
	678	GRAINCO FS, INC.	1348116072822	Fuel-Hoover	19001183 62180	Gasoline / Fuel / Oil	\$1,959.29
						<b>Sub-Total</b>	<b>\$1,959.29</b>
	1655	SERVICE SANITATION, INC	50-493234072822	Portable Restroom Service	19001183 63070	Refuse Pickup	\$675.53
						<b>Sub-Total</b>	<b>\$675.53</b>
	1452	NICOR	85662610121072 622	Nixor-Millbrook S	19001183 63090	Natural Gas	\$161.82
						<b>Sub-Total</b>	<b>\$161.82</b>
				<b>Grounds and Natural Resources</b>	<b>Total</b>	<b>\$4,607.60</b>	

Hoover

1452	NICOR	22827083027072 622	Nicor-Hoover Shop	19001171	63090	Natural Gas	\$53.48
1452	NICOR	23336698297072 82022	Nicor-Rookery	19001171	63090	Natural Gas	\$64.46
1452	NICOR	24614203628072 82022	Nicor-Blazing Star	19001171	63090	Natural Gas	\$53.44
1452	NICOR	28235299733072 82022	Nicor-Moonseed	19001171	63090	Natural Gas	\$58.96
1452	NICOR	30831034894072 82022	Nicor-Kingfisher	19001171	63090	Natural Gas	\$57.87
1452	NICOR	50980197128072 82022	Nicor-Meadowhawk	19001171	63090	Natural Gas	\$81.66
1452	NICOR	72389374124072 82022	Nicor-Hoover Residence	19001171	63090	Natural Gas	\$41.56
1452	NICOR	88551401149072 82022	Nicor-Hoover Maintenance	19001171	63090	Natural Gas	\$52.29
						<b>Sub-Total</b>	<b>\$463.72</b>
1605	RIEMENSCHNEIDER ELECTRIC	12907	Stephanie's Garden Service call	19001171	68580	Grounds and Maintenance	\$120.00
						<b>Sub-Total</b>	<b>\$120.00</b>
					<b>Hoover</b>	<b>Total</b>	<b>\$583.72</b>
						<b>Grand Total</b>	<b>\$21,175.10</b>

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# KENDALL COUNTY FOREST PRESERVE DISTRICT

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HISTORIC KENDALL COUNTY COURTHOUSE

110 WEST MADISON STREET

YORKVILLE, IL 60560

## **LEGAL NOTICE NOTICE TO BIDDERS**

Sealed proposals for Fox River Bluffs – Site Construction in Yorkville, IL, shall be received at the Kendall County Forest Preserve District office: 110 W Madison Street, Yorkville, IL 60560, until 1:00 p.m. local time, August 9, 2022, at which time all bids will be publicly opened and read aloud.

Work generally includes grading, earthwork, crushed limestone trail, gravel parking area, and asphalt paving.

Bid documents will be available online beginning July 25th, 2022, at 11:00 am at <https://www.kendallcountyil.gov/departments/administration-services/rfp-rfq-call-for-bids>, at the Forest Preserve offices, and thereafter from 8:00 a.m. to 4:30 p.m., Monday through Friday. Phone: (630) 553-4025.

Specifications require the submittal of a 10% Bid Surety with the proposal. In addition, the successful contractor(s) must be able to provide a satisfactory Performance Bond, Labor and Material Payment Bond, and required proof of insurance following the award of a contract.

All contracts for work herein are subject to all County rules and regulations, and providing for the payment of Kendall County's prevailing wage rate to all workers involved in these projects.

All bids will remain firm for 60 days after the bid opening. The Kendall County Forest Preserve District reserves the right to reject any or all bids, to waive informalities on a bid, and to accept the lowest responsible bid that serves the best interests of the Forest Preserve District.

Minority business firms are encouraged to submit bids. Successful contract bidders are also encouraged to utilize minority businesses as sub-contractors for supplies, equipment, services, and construction. This project is being financed, in part, with funds from the Illinois Department of Natural Resources, "Recreation Trails Program" (RTP) grant program.

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# KENDALL COUNTY FOREST PRESERVE DISTRICT

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HISTORIC KENDALL COUNTY COURTHOUSE

110 WEST MADISON STREET

YORKVILLE, IL 60560

## LEGAL NOTICE

### NOTICE TO BIDDERS KENDALL COUNTY FOREST PRESERVE DISTRICT

**WORK:** KEN PICKERILL HOUSE RENOVATIONS  
6350A MINKLER ROAD YORKVILLE, ILLINOIS 60560

**OWNER:** KENDALL COUNTY FOREST PRESERVE DISTRICT  
110 W. MADISON STREET YORKVILLE, ILLINOIS 60560

**ARCHITECT/ENGINEER:** KLUBER ARCHITECTS + ENGINEERS  
41 W. BENTON STREET AURORA, ILLINOIS 60506

#### DESCRIPTION OF THE WORK:

The Owner will receive bids for the renovation of Ken Pickerill Estate House (the "Work"). The Work will include: selective demolition, exterior siding and trim, new roofing, a new septic system, select interior renovations to include new public toilet rooms. Work will also include plumbing, HVAC, electrical, drywall, acoustical, finishes and a new exterior patio with canopy structure.

Local professional business owners have extended commitments to the Owner to donate certain materials and/or services toward this project as detailed within the bid specifications. Please refer to Section 01 10 00 Summary for more information. The General Contractor awarded contract will be responsible for coordination and oversight of all construction activities, including donated materials and services.

Owner reserves the right to let the contract for the Project to the lowest responsible bidder in conformity with Illinois State law.

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

Minority Business Participation (MBE): Minority business firms are encouraged to submit bids on the project and bidders are encouraged to utilize minority businesses as sub-contractors, suppliers and for services related to the construction work.

#### BASIS OF BIDS:

Bids will be a single contract, stipulated sum.

#### TIME OF COMPLETION:

Subject to approval by the Kendall County Forest Preserve District Board of Commissioners the Work will commence on Monday, September 12, 2022, and be performed such that the Project will be Substantially

Complete as indicated in the Document 00 31 13 - Preliminary Schedule.

**BID OPENING:**

Sealed bids for all Contracts will be received by the Owner until 3:00 p.m. on September 1, 2022 in a sealed envelope addressed with the name of the Bidder, Owner, name and number of Contract, and the date and time of the Bid. Deliver to the Kendall County Forest Preserve District; 110 W. Madison Street, Yorkville, IL 60560. Bids will be publicly opened at that time.

**EXAMINATION AND PROCUREMENT OF DOCUMENTS:**

The Bidding Documents will consist of one full set of Drawings and one Project Manual.

The Bidding Documents may be viewed free of charge online at [www.kluberplanroom.com](http://www.kluberplanroom.com). Click on "Public Jobs", then "View Plans" or "View Specs" to browse through the drawings or specifications. No bid deposit is required to obtain the Bidding Documents. Full sets of plans and specifications in PDF format may be downloaded for a one-time charge of \$9.95. Printed copies of plans and specifications may be obtained for the cost of reproduction as indicated at the [www.kluberplanroom.com](http://www.kluberplanroom.com) project website.

**BID SECURITY:**

A Bid Security in the amount of 10 percent of the total Bid is required. Owner reserves the right to deny any Bid that is submitted without the requisite Bid Security.

**PRE-BID MEETING:**

A pre-bid meeting will be held at the project site; 6350A Minkler Road, Yorkville, IL 60560 at 10:30 a.m. on Friday, August 19, 2022. Prospective bidders are requested to attend.

**RIGHT TO REJECT BIDS:**

Contract award shall be made to the lowest responsible bidder whose bid properly addresses and complies with the advertisement and is most advantageous to the Owner; price and other factors may be considered. (Factors such as discounts, transportation costs, and taxes may be considered in determining the lowest responsible bidder). Justification for acceptance of a no-bid contract or awarding of contracts to other than the lowest bidder is subject to Illinois DNR, Owner approval and applicable law.

**GOVERNING LAWS AND REGULATIONS:**

Prevailing wage rates will apply and must be included in the Bid amount.

**END OF DOCUMENT**