

Vendor#	Name	Invoice #	Description	Date	Budget #	Account Description	Dist Amount
ELLIS RIDING LESSONS							
323 060304	FIRST NATIONAL BANK OMAHA	12/3/18:DG	EL-WOOD SHAVINGS	12/18/18	27021117082	ANIMAL CARE & SUPPLIES -	467.10 467.10*
Total ELLIS GROUNDS							139.70*
ELLIS WEDDINGS							
324 040215	ZACH DAVIS	SEPT 1 2018:EL	EL SECURITY DEP RTN	12/18/18	27021207088	ELLIS SECURITY DEPOSIT RE	110.00 110.00*
Total ELLIS WEDDINGS							110.00*
HOOVER							
325 140937	NICOR	11/12/18:ML	MEADOWHAWK	12/18/18	27022006860	HOOVER - GAS	39.01 39.01*
326 031510	COMMONWEALTH EDISON	11/30/18:HOUSE	HOOVER HOUSE	12/18/18	27022006861	HOOVER - ELECTRIC	69.76
327 031510	COMMONWEALTH EDISON	11/30/18:MULT	HOOVER MULTIPLES	12/18/18	27022006861	HOOVER - ELECTRIC	363.55
328 031510	COMMONWEALTH EDISON	12/3/18:BATH	HOOVER BATHHOUSE	12/18/18	27022006861	HOOVER - ELECTRIC	181.24 614.55*
329 231020	WIRE WIZARD OF ILLINOIS INC	30441,442	ML-ALARM MONITORING	12/18/18	27022006862	HOOVER - OTHER UTILITIES	180.00
330 231020	WIRE WIZARD OF ILLINOIS INC	30441,442	HOOVER-ALARM MONITOR	12/18/18	27022006862	HOOVER - OTHER UTILITIES	105.00 285.00*
331 130506	MENARDS	34096	HVR SHOP SUPPLIES	12/18/18	27022006863	HOOVER - SHOP SUPPLIES	199.96
332 211430	UNIQUE PRODUCTS & SERVICE	354923-1	HOOVER SHOP SUPPLIES	12/18/18	27022006863	HOOVER - SHOP SUPPLIES	103.34
333 211430	UNIQUE PRODUCTS & SERVICE	354923	HOOVER SHOP SUPPLIES	12/18/18	27022006863	HOOVER - SHOP SUPPLIES	380.92 684.22*
334 130506	MENARDS	34096	HVR BLDG SUPPLIES	12/18/18	27022006864	HOOVER - BUILDING MAINTEN	87.41 87.41*
335 130506	MENARDS	34096	HVR GROUNDS SUPPLIES	12/18/18	27022006865	HOOVER - GROUNDS MAINTENA	39.94 39.94*
336 267580	LAURIE JACKSON	18-00304	ML SEC DEP RTN	12/18/18	27022007088	HOOVER SECURITY DEPOSIT R	75.00 75.00*
Total HOOVER							1,825.13*
ENV ED NATURAL BEGINNINGS							
337 060304	FIRST NATIONAL BANK OMAHA	12/3/18:SW	NB-PHOTOS,CRAFTS	12/18/18	27023036849	ENV EDUC - NATURAL BEGINN	132.68 132.68*

frmPrtClaim

Kendall County

COMBINED Claims Listing

12/11/18 12:50:07 PM Page 016

Vendor# Name

Invoice #

Description

Date

Budget # Account Description

Dist Amount

353 011309 AMALGAMATED BANK OF CHICAGO

BI# 4866

PRINCIPAL

12/18/18

32020006880 DEBT SERVICE 2012 PRINCIP

345,000.00
345,000.00*

jferko

Total FP DEBT SERVICE 373,950.00*

Description Invoice # Date Budget # Account Description Dist Amount

FP BOND PROCEEDS 2007

426 080151 HAMPTON, LENZINI & RENWICK INC 00020182386 MILLBROOK BRIDGE 12/18/18 95020006850 PROJECT FUND EXPENSES 119.00 bantrim
119.00*

Total FP BOND PROCEEDS 2007 119.00*

FP DEBT SERVICE 2007

427 011309 AMALGAMATED BANK OF CHICAGO BI# 5720 INTEREST 12/18/18 96020006875 DEBT SERVICE 2015 INTERE 178,667.50 jferko
178,667.50*

Vendor#	Name	Invoice #	Description	Date	Budget #	Account Description	Dist Amount
428 011309	AMALGAMATED BANK OF CHICAGO	BI# 5720	PRINCIPAL	12/18/18	96020006880	DEBT SERVICE 2015 PRINCIP	45,000.00 45,000.00*
429 011309	AMALGAMATED BANK OF CHICAGO	BI# 6060	INTEREST	12/18/18	96020006885	DEBT SERVICE 2016 INTERES	151,993.75 151,993.75*
430 011309	AMALGAMATED BANK OF CHICAGO	BI# 6060	PRINCIPAL	12/18/18	96020006890	DEBT SERVICE 2016 PRINCIP	95,000.00 95,000.00*
431 011309	AMALGAMATED BANK OF CHICAGO	BI# 6367	INTIEREST	12/18/18	96020006895	DEBT SERVICE 2017 INTERES	468,750.00 468,750.00*
432 011309	AMALGAMATED BANK OF CHICAGO	BI# 6367	PRINCIPAL	12/18/18	96020006900	DEBT SERVICE 2017 PRINCIP	2,290,000.00 2,290,000.00*

Total FP DEBT SERVICE 2007 3,229,411.25*

GRAND TOTAL \$3,609,837.56

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMISSION MEETING MINUTES
NOVEMBER 20, 2018**

I. Call to Order

President Gilmour called the meeting to order at 11:28 am in the Kendall County Board Room.

II. Pledge of Allegiance

All present recited the Pledge of Allegiance.

III. Invocation

Commissioner Prochaska offered an invocation for the meeting.

IV. Roll Call

	Cullick	X	Gryder
X	Davidson	X	Hendrix
X	Flowers	X	Kellogg
X	Gilmour	X	Prochaska
	Giles	X	Purcell

Commissioners Davidson, Flowers, Gryder, Hendrix, Kellogg, Prochaska, Purcell, and Gilmour all were present.

V. Approval of Agenda

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

VI. Citizens to Be Heard

Todd Milliron of Yorkville thanked the District for its support of the Yorkville Historical Society.

The District thanked Commissioner Davidson for his service on the District's Board of Commissioners.

VII. Approval of Claims in an Amount Not-to-Exceed \$31,081.59

Commissioner Gryder made a motion to approve claims in an amount not-to-exceed \$31,081.59. Seconded by Commissioner Prochaska.

Motion: Commissioner Gryder
 Second: Commissioner Prochaska

Roll call: Claims Not-to-Exceed \$31,081.59

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

VIII. Approval of Minutes

- **Kendall County Forest Preserve District Finance Committee Meeting of October 25, 2018**
- **Kendall County Forest Preserve District Commission Meeting of November 7, 2018**

Commissioner Purcell made a motion to approve the Finance Committee meeting minutes of October 25, 2018, and the Commission meeting minutes of November 7, 2018. Seconded by Commissioner Hendrix. Aye, all. Opposed, none.

OLD BUSINESS

- IX. **MOTION: Approval of a Proposal from Hampton, Lenzini and Renwick, Inc. of Elgin, Illinois for Submission of IDNR Construction Permitting, and Development of Construction Plans and Bid Documents for the Demolition of Millbrook Bridge (Phase II) with an Upper Limit of Compensation Not-to-Exceed \$26,000.00 and Construction Services for the Demolition of Millbrook Bridge (Phase III) with an Upper Limit of Compensation Not-to-Exceed \$26,730.00, for a Total Contract Amount Not-to-Exceed \$52,730.00**

Commissioner Hendrix made a motion to approve the proposal from Hampton, Lenzini and Renwick, Inc. of Elgin, Illinois for submission of IDNR construction permitting, and development of construction plans and bid documents for the demolition of Millbrook Bridge (Phase II) with an upper limit of compensation not-to-exceed \$26,000.00 and construction services for the demolition of Millbrook Bridge (Phase III) with an upper limit of compensation not-to-exceed \$26,730.00, for a total contract amount not-to-exceed \$52,730.00. Seconded by Commissioner Purcell.

The Board discussed the engineering report that resulted in the closing of Millbrook Bridge, and the cost difference between fixing the bridge and demolition. There was concern about damage from Millbrook Bridge to the vehicular bridge downstream.

Director Guritz reported on the steps taken to evaluate options for restoring Millbrook Bridge, and efforts to secure permitting for demolition.

Motion: Commissioner Hendrix
 Second: Commissioner Purcell

Roll call: Hampton, Lenzini and Renwick, Inc. Agreement

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

NEW BUSINESS

- X. **MOTION: Approval with Authorization for the Kendall County Treasurer to Transfer District Operating Funds to Kendall County for Payment of the District’s Portion of the Annual Insurance Premium Assessed in FY19 in the Amount of \$40,979.66**

Clarification was provided that the annual insurance premium assessed is for FY18.

Commissioner Purcell motioned to approve and authorize the Kendall County Treasurer to transfer District operating funds to Kendall County for payment of the District’s Portion of the annual insurance premium assessed in FY18 in the amount of \$40,979.66. Seconded by Commissioner Gryder.

Motion: Commissioner Purcell
 Second: Commissioner Gryder

Roll call: Transfer District Operating Funds

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

- XI. **ORDINANCE #11-18-001: Approval of the Combined Annual Budget and Appropriations Ordinance Setting Forth the Annual Budget of the Kendall County Forest Preserve District, Kendall County, Illinois for the Fiscal Year Beginning December 1, 2018 and Ending November 30, 2019 in an Amount Not-to-Exceed \$7,711,527.00**

Commissioner Hendrix made a motion to approve the combined annual budget and appropriations ordinance setting forth the annual budget of the Kendall County Forest Preserve

DRAFT FOR COMMISSION APPROVAL: 12-18-18

District, Kendall County, Illinois for the fiscal year beginning December 1, 2018 and ending November 30, 2019 in the amount not-to-exceed \$7,711,527.00. Seconded by Commissioner Flowers.

Director Guritz reported that changes to the final draft of the budget were completed to address projections for donations, salaries, and three additional budget line item cuts.

Motion: Commissioner Hendrix
Second: Commissioner Flowers

Roll call: Ordinance #11-18-001

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

XII. ORDINANCE #11-18-002: Approval of the General Fund Tax Levy Ordinance of the Kendall County Forest Preserve District, Kendall County, Illinois for the Fiscal Year Beginning December 1, 2018 and Ending November 30, 2019 in an Amount Not-to-Exceed \$590,374.00

Commissioner Purcell made a motion to approve ordinance #11-18-002, the general fund tax levy ordinance of the Kendall County Forest Preserve District, Kendall County, Illinois for the fiscal year beginning December 1, 2018 and ending November 30, 2019 in an Amount Not-to-Exceed \$590,374.00. Seconded by Commissioner Flowers.

The Board of Commissioners discussed the details of the levy and how the levy was calculated.

Commission gave direction to change the amount of the levy for approval at the November 27th meeting.

Commissioner Purcell withdrew his motion to approve ordinance #11-18-002, the general fund tax levy ordinance of the Kendall County Forest Preserve District, Kendall County, Illinois for the fiscal year beginning December 1, 2018 and ending November 30, 2019 in an Amount Not-to-Exceed \$590,374.00. Commissioner Flowers withdrew her second.

Commissioner Hendrix made a motion to postpone Ordinance #11-18-002 to the November 27th meeting. Seconded by Commissioner Flowers.

Motion: Commissioner Hendrix
 Second: Commissioner Flowers
Roll call: Ordinance #11-18-002 Postponed

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

XIII. MOTION: Approval of the Kendall County Forest Preserve District Employee Salary Schedule for December 1, 2018 through November 30, 2019, which Includes an Aggregate Sum for Schedule Increases for a Total Amount Not-to-Exceed \$25,172.00.

Commissioner Purcell made a motion to approve the Kendall County Forest Preserve District employee salary schedule for December 1, 2018 through November 30, 2019, which includes an aggregate sum for schedule increases for a total amount not-to-exceed \$25,172.00. Seconded by Commissioner Gryder.

Motion: Commissioner Purcell
 Second: Commissioner Gryder
Roll call: Employee Salary Schedule

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

XIV. Executive Session

Commissioner Gryder left the meeting room at 12:07 pm and did not return.

Commissioner Purcell made a motion to enter Executive Session at 12:09 pm under 2(c)1 of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Seconded by Commissioner Flowers.

Motion: Commissioner Purcell
Second: Commissioner Flowers

Roll call: Executive Session

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
		Cullick			Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

Commissioner Kellogg made a motion to adjourn Executive Session at 12:34 pm. Seconded by Commissioner Prochaska. Aye, all. Opposed, none. Regular meeting reconvened at 12:34 pm.

XV. Other Items of Business

The Board of Commissioners discussed the need for a Special Call Meeting scheduled for November 27, 2018 at 6:00 PM in the Kendall County Board Room.

XVI. Citizens to Be Heard

No citizens in attendance offered public comments.

XVII. Adjournment

Commissioner Prochaska made a motion to adjourn. Seconded by Commissioner Flowers. Aye, all. Opposed, none. Meeting adjourned at 12:39 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District

**KENDALL COUNTY FOREST PRESERVE DISTRICT
SPECIAL CALL COMMISSION MEETING MINUTES
NOVEMBER 27, 2018**

I. Call to Order

President Gilmour called the meeting to order at 8:19 am in the Kendall County Board Room.

II. Pledge of Allegiance

All present recited the Pledge of Allegiance.

III. Invocation

Commissioner Prochaska offered an invocation for the meeting.

IV. Roll Call

X	Cullick	X	Gryder
X	Davidson	X	Hendrix
X	Flowers (entered the meeting at 8:22 pm)	X	Kellogg
X	Gilmour	X	Prochaska
X	Giles	X	Purcell (entered the meeting at 8:21)

Commissioners Cullick, Davidson, Giles, Gryder, Hendrix, Kellogg, Prochaska, Purcell, and Gilmour all were present. Commissioner Purcell entered the meeting at 8:21 pm. Commissioner Flowers entered the meeting at 8:22 pm.

V. Approval of Agenda

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

VI. Citizens to Be Heard

There were no citizens to be heard.

VII. Approval of Claims in an Amount Not-to-Exceed \$11,285.26

Commissioner Hendrix made a motion to approve claims in an amount not-to-exceed \$11,285.26. Seconded by Commissioner Cullick.

Director Guritz remarked that there would be a correction in GL coding from the capital fund to the operating fund for the purchase of oil for the District's Kubota.

Commissioner Purcell entered the meeting at 8:21 pm.

Motion: Commissioner Hendrix					
Second: Commissioner Cullick					
Roll call: Claims Not-to-Exceed \$11,285.26					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour		Present	Purcell
Motion carried by a vote of 8:1.					

OLD BUSINESS

VIII. ORDINANCE #11-18-002: Approval of the General Fund Tax Levy Ordinance of the Kendall County Forest Preserve District, Kendall County, Illinois for the Fiscal Year Beginning December 1, 2018 and Ending November 30, 2019 in an Amount Not-to-Exceed \$595,374.00

Commissioner Flowers entered the meeting at 8:22 pm.

Commissioner Hendrix made a motion to approve the general fund tax levy ordinance of the Kendall County Forest Preserve District, Kendall County, Illinois for the fiscal year beginning December 1, 2018 and ending November 30, 2019 in an amount not-to-exceed \$595,374.00. Seconded by Commissioner Cullick.

Motion: Commissioner Hendrix					
Second: Commissioner Cullick					
Roll call: Ordinance #11-18-002					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion unanimously approved.					

NEW BUSINESS

IX. MOTION: Approval of the Elimination of the Kendall County Forest Preserve District Events Coordinator Position Effective December 1, 2018

Commissioner Hendrix motioned to approve the elimination of the Kendall County Forest Preserve District Events Coordinator position effective December 1, 2018. Seconded by Commissioner Flowers.

Motion: Commissioner Hendrix
 Second: Commissioner Flowers

Roll call: Elimination of Position

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

X. MOTION: Approval of a Severance Agreement and Waiver and Release of All Claims Between Tina Villarreal and the Kendall County Forest Preserve District in a Total Amount Not-to-Exceed \$1,908.16 (which equals \$1,860.32 of severance pay plus a cash payout of \$47.84 for 2.88 hours of accrued personal time)

Commissioner Gryder made a motion to approve the severance agreement and waiver and release of all claims between Tina Villarreal and the Kendall County Forest Preserve District in a total amount not-to-exceed \$1,908.16 (which equals \$1,860.32 of severance pay plus a cash payout of \$47.84 for 2.88 hours of accrued personal time). Seconded by Commissioner Hendrix.

Commissioner Davidson asked if the State’s Attorney’s Office reviewed the agreement. Director Guritz responded it was reviewed by the State’s Attorney’s Office.

Motion: Commissioner Gryder
 Second: Commissioner Hendrix

Roll call: Severance Agreement

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

XI. MOTION: Approval of a Position Description for a Part Time Communications, Marketing, and Public Programs Specialist Effective December 1, 2018

Commissioner Hendrix made a motion to approve the position description for a part time Communications, Marketing, and Public Programs Specialist effective December 1, 2018. Seconded by Commissioner Flowers.

Commissioner Purcell asked if this position was already budgeted into the FY19 budget.

Director Guritz responded that the position is included in the FY19 budget.

Commissioner Purcell asked how many hours are budgeted.

Director Guritz responded there are 1400 hours budgeted and coded within multiple cost centers.

Motion: Commissioner Hendrix					
Second: Commissioner Flowers					
Roll call: Position Description					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
	X	Davidson	X		Hendrix
X		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell
Motion carries by a vote of 9:1.					

XII. MOTION: Approval of the Promotion of Antoinette White to the Position of Communications, Marketing, and Public Program Specialist, with an Assigned Hourly Salary of \$15.00 per hour, with an Effective Date of Promotion of December 1, 2018.

Commissioner Hendrix made a motion to approve the promotion of Antoinette White to the position of Communications, Marketing, and Public Program Specialist, with an assigned hourly salary of \$15.00 per hour, with an effective date of promotion of December 1, 2018. Seconded by Commissioner Flowers.

Commissioner Gryder asked whether the duties included within the position description are already being performed.

Director Guritz responded Antoinette White is currently an Environmental Education Instructor, and has performed additional duties over the past year that are included in the description. All of the additional job duties are written into the new job description.

The Board of Commissioners discussed the need for monitoring hours to insure the position remains part time.

Commissioner Cullick made a motion to amend the motion to include a not-to-exceed 1,400 hour cap for the position. Seconded by Commissioner Gryder.

The Board of Commissioners discussed the need for limiting the position to 1,400 hours for FY19.

President Gilmour called the question on the amended motion.

Commissioner Davidson and Gryder, aye. Commissioners Cullick, Flower, Giles, Gilmour, Hendrix, Kellogg, Prochaska, and Purcell, opposed. Motion failed by a vote of 2:8.

Motion: Commissioner Hendrix
Second: Commissioner Flowers

Roll call: Original Motion - Promotion of Antoinette White

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick		X	Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion carried by a vote of 9:1.

XIII. MOTION: Approval of a Position Description for a Part Time Rental Venues Coordinator Effective December 1, 2018.

Commissioner Prochaska made a motion to approve the position description for a part time Rental Venues Coordinator effective December 1, 2018. Seconded by Commissioner Flowers.

Motion: Commissioner Prochaska
Second: Commissioner Flowers

Roll call: Position Description

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick		X	Gryder
	X	Davidson	X		Hendrix
X		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion carries by a vote of 8:2.

XIV. MOTION: Approval of the Elimination of one Part Time Natural Resources Technician Position Effective December 1, 2018

Commissioner Prochaska made a motion to approve the elimination of one part time Natural Resource Technician position effective December 1, 2018. Seconded by Commissioner Hendrix.

Motion: Commissioner Prochaska
 Second: Commissioner Hendrix

Roll call: Elimination of NRT

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

XV. MOTION: Approval of the Revised Organizational Chart of the Kendall County Forest Preserve District Effective December 1, 2018

Commissioner Hendrix made a motion to approve the revised Organizational Chart of the Kendall County Forest Preserve District effective December 1, 2018. Seconded by Commissioner Flowers.

Motion: Commissioner Hendrix
 Second: Commissioner Flowers

Roll call: Elimination of NRT

Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cullick	X		Gryder
X		Davidson	X		Hendrix
X		Flowers	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Purcell

Motion unanimously approved.

XVI. Executive Session

None.

XVII. Other Items of Business

Director Guritz remarked the District hosted a site tour with IDNR Office of Grant Administration staff at Pickerill-Pigott Forest Preserve as part of the OSLAD grant review process.

The proposed 2019 meeting schedule will be amended and sent out to the Board of Commissioners.

Commission Gryder stated that the meeting for swearing in new Kendall County board members will take place on December 3, 2018 at 6:00 pm in the Kendall County Historic Courthouse – Historic Court Room.

DRAFT FOR COMMISSION APPROVAL: 12-18-18

President Gilmour thanked Commissioner Cullick for her service on the Board and to the Kendall County Forest Preserve District.

XVIII. Citizens to Be Heard

No public comments were offered by citizens present at the meeting.

XIX. Adjournment

Commissioner Gryder made a motion to adjourn. Seconded by Commissioner Flowers. Aye, all. Opposed, none. Meeting adjourned at 8:47 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: Natural Beginnings Early Learning Program
 Proposed 2-Day Program Tuition Amendment and Additional 3-Day Program Section
 Date: December 18, 2018

Kendall County Forest Preserve District staff recommends approval of an increased (and corrected) 2-day tuition fee totaling \$1,580.00 for the District's Natural Beginnings Early Learning Program 2019-2020 program year. The current Commission-approved fee should be \$1,580.00, which represents a \$40 increase over current 2-day tuition charges of \$1,540.00.

Kendall County Forest Preserve's Natural Beginnings Early Learning Program also proposes to open an additional mixed-age morning class (3 days a week, M/W/F) for the upcoming 2019-2020 school year by taking advantage of additional classroom and underutilized space in The Rookery building at Hoover Forest Preserve.

Approval of the additional 3-day program section will result in the following positive budget gains for FY19 (note that the calculations below represent only half the 2019-2020 program year through November 30, 2019):

Revenues	Calculations		Totals
Registration (non-refundable)	\$150 * 12 students		\$ 1,800.00
Tuition (Q1 and Q2)	1880 * 12 students * (.5)		\$11,280.00
Total Revenues			\$13,080.00
Expenses	Calculations	FICA and IMRF	Totals
Manager Position	3 hours * 14 weeks * \$15.50	\$101.16 (FICA and IMRF)	\$ 752.16
Lead Teacher	15 hours * 14 weeks * \$12.50	\$200.81 (FICA)	\$2,825.81
Aide Position	12 hours * 14 weeks * \$11.00	\$141.37 (FICA)	\$1,989.37
Supply Costs			\$ 500.00
Total Expenditures			\$6,067.34
Total Net Gain			\$7,012.66

The District is currently in open enrollment for current students for the 19-20 program year. Both 3-day sections are currently full, with 7/24 of the 2-day program openings filled. Section enrollments will likely be adjusted due to parent requests if the third session is added, but should leave openings when public enrollment begins in January.

Recommendations:

OLD BUSINESS

Consider a motion to approve the proposed tuition fee increase to \$1,580.00 for 2-day sections for the Natural Beginnings Early Learning Program 19-20 program year.

NEW BUSINESS

Consider a motion to approve the addition of a third Natural Beginnings Early Learning Program 3-day (MWF) program section for the 2019-2020 program year.

**KENDALL COUNTY FOREST PRESERVE DISTRICT
KENDALL COUNTY, ILLINOIS**

RESOLUTION NO. 12-18-001

**A RESOLUTION APPROVING THE KENDALL COUNTY FOREST PRESERVE
DISTRICT REGULAR MEETING SCHEDULE AND HOLIDAY SCHEDULE FOR
CALENDAR YEAR 2019**

WHEREAS, the Kendall County Forest Preserve District (hereinafter the "District") is a body politic and corporate and municipal corporation organized and existing under the Downstate Forest Preserve District Act, 70 ILCS 805/0.001 et seq. as amended (hereinafter the "Act"); and

WHEREAS, the mission of the District is to acquire and hold lands containing natural forests, and lands capable of being restored to a natural condition, for the purpose of protecting and preserving the flora, fauna, and scenic beauties within Kendall County for the education, pleasure, and recreation of the public; and

WHEREAS, pursuant to 5 ILCS 120/2.02(a), "[e]very public body shall give public notice of the schedule of regular meetings at the beginning of each calendar or fiscal year and shall state the regular dates, times, and places of such meetings;" and

WHEREAS, pursuant to 5 ILCS 120/2.02(b), "[a]ny notice of an annual schedule of meetings shall remain on the website until a new public notice of the schedule of regular meetings is approved."

NOW THEREFORE, BE IT RESOLVED that the Kendall County Forest Preserve District Board of Commissioners hereby:

1. Approves the "REGULAR MEETING SCHEDULE AND HOLIDAY SCHEDULE FOR CALENDAR YEAR 2019," as provided herein as attached Exhibit "A", effective December 18, 2018.
2. Directs the Secretary of the Board of Commissioners and Executive Director to publish the regular meeting schedule for calendar year 2019 at the principal office of the District and on the District's website.
3. Directs the Secretary of the Board of Commissioners and Executive Director to notify those news media outlets and contacts that have filed an annual request for regular meeting notifications.

Approved and adopted by the Kendall County Forest Preserve District Board of Commissioners this 18TH day of December, 2018.

Approved:

Judy Gilmour, President

Attest:

Matt Kellogg, Secretary

**RESOLUTION NO. 12-28-001
CALENDAR YEAR 2019 REGULAR MEETING SCHEDULE
EXHIBIT A**

All meetings of the Kendall County Forest Preserve District Board of Commissioners and Committee meetings are held in the Kendall County Board Room located at 111 W. Fox Street - Second Floor Board Room - Yorkville, IL 60560.

The regular meeting dates for Kendall County Forest Preserve District Commission meetings are the first and third Tuesdays of each calendar month.

2-Jan-19	6:00 PM	2-Jul-19	6:00 PM	New Year's Day Holiday - Wednesday after Holiday
15-Jan-19	9:00 AM	16-Jul-19	9:00 AM	
5-Feb-19	6:00 PM	6-Aug-19	6:00 PM	
19-Feb-19	9:00 AM	20-Aug-19	9:00 AM	
5-Mar-19	6:00 PM	3-Sep-19	6:00 PM	
19-Mar-19	9:00 AM	17-Sep-19	9:00 AM	
2-Apr-19	6:00 PM	1-Oct-19	6:00 PM	
16-Apr-19	9:00 AM	15-Oct-19	9:00 AM	
7-May-19	6:00 PM	5-Nov-19	6:00 PM	
21-May-19	9:00 AM	19-Nov-19	9:00 AM	
4-Jun-19	6:00 PM	3-Dec-19	6:00 PM	
18-Jun-19	9:00 AM	17-Dec-19	9:00 AM	

The regular meeting date for the Kendall County Forest Preserve District Committee of the Whole meeting is the first Tuesday following the first Commission meeting of each calendar month.

8-Jan-19	4:30 PM	9-Jul-19	4:30 PM	
13-Feb-19	4:30 PM	13-Aug-19	4:30 PM	February 12 - Lincoln's B'day Holiday - Wednesday after Holiday
12-Mar-19	4:30 PM	10-Sep-19	4:30 PM	
9-Apr-19	4:30 PM	8-Oct-19	4:30 PM	
14-May-19	4:30 PM	12-Nov-19	4:30 PM	
11-Jun-19	4:30 PM	10-Dec-19	4:30 PM	

The regular meeting dates for the Kendall County Forest Preserve District Finance Committee meetings are the first Thursday in the week following the second County Board meeting.

24-Jan-19	6:00 PM	25-Jul-19	6:00 PM	
28-Feb-19	6:00 PM	29-Aug-19	6:00 PM	
28-Mar-19	6:00 PM	26-Sep-19	6:00 PM	
25-Apr-19	6:00 PM	24-Oct-19	6:00 PM	
30-May-19	6:00 PM	25-Nov-19	6:00 PM	Thanksgiving Day Holiday - Monday prior to Holiday
27-Jun-19	6:00 PM	26-Dec-19	6:00 PM	

The regular meeting date for the Kendall County Forest Preserve District Operations Committee is the first Wednesday of each calendar month.

3-Jan-19	6:00 PM	3-Jul-19	6:00 PM	New Year's Day - Thursday after Holiday
6-Feb-19	6:00 PM	7-Aug-19	6:00 PM	
6-Mar-19	6:00 PM	4-Sep-19	6:00 PM	
3-Apr-19	6:00 PM	2-Oct-19	6:00 PM	
1-May-19	6:00 PM	6-Nov-19	6:00 PM	
5-Jun-19	6:00 PM	4-Dec-19	6:00 PM	

24-Jan-19	6:00 PM	25-Jul-19	6:00 PM	
28-Feb-19	6:00 PM	29-Aug-19	6:00 PM	
28-Mar-19	6:00 PM	26-Sep-19	6:00 PM	
25-Apr-19	6:00 PM	24-Oct-19	6:00 PM	
30-May-19	6:00 PM	25-Nov-19	6:00 PM	Thanksgiving Day Holiday - Monday prior to Holiday
27-Jun-19	6:00 PM	26-Dec-19	6:00 PM	

Kendall County Forest Preserve District 2019 Holiday Schedule

New Year's Day	Tuesday	1-Jan-19
Martin Luther King, Jr. Day	Monday	21-Jan-19
Lincoln's Birthday	Tuesday	12-Feb-19
President's Day	Monday	18-Feb-19
Spring Holiday	Friday	19-Apr-19
Memorial Day	Monday	27-May-19
Independence Day	Thursday	4-Jul-19
Labor Day	Monday	2-Sep-19
Columbus Day (Observed)	Monday	14-Oct-19
Veteran's Day	Monday	11-Nov-19
Thanksgiving Day	Thursday	28-Nov-19
Day Following Thanksgiving Day	Friday	29-Nov-19
Christmas Eve (Close at 12:00 pm)	Tuesday	24-Dec-19
Christmas Day	Wed.	25-Dec-19

To: Kendall County Forest Preserve District Board of Commissioners
From: David Guritz, Director
RE: Illinois Clean Energy Community Foundation K-12 Pollinator Grant
Date: December 18, 2018

Kendall County Forest Preserve District recommends submission of a 2019 Illinois Clean Energy Community Foundation K-12 Pollinator Grant to support continued habitat enhancements and educational program connections to the District's prairie restoration efforts at Hoover Forest Preserve and Harris Forest Preserve.

The total amount that can be requested is \$10,000. 90%, or \$9,000 can be applied towards habitat enhancement, with the remaining \$1,000 applied towards summer care for newly planted plugs, with a 10% matching request of \$1,000 towards the installation costs.

The District's Environmental Education Division is well-prepared to implement this project. The District's Bug Fest and Ecology and Ecosystem field trip programs, spring 2019 ENTICE K-6 Pollinator Training, and current restoration initiatives underway at Hoover Forest Preserve tie-in well with this project.

The Forest Foundation's Native Plant Sale will provide the platform for a Pollinator Celebration to educate K-12 school-aged children and the community about pollinator habitat and native pollinator conservation.

The due date for submission of the application is January 17, 2019. Emily Dombrowski, Environmental Education Program Manager will be working to recruit local schools for participation, with support letters submitted with the District's final application.

Recommendation:

Consider a motion to approve the submission of an ICECF 2019 K-12 Pollinator Grant application in the amount of \$11,000.00 for habitat and school program enhancements at Hoover and Harris Forest Preserves, including a required project match of \$1,000.00.

**KENDALL COUNTY FOREST PRESERVE DISTRICT
MEETING AGENDA**

**TUESDAY, DECEMBER 4, 2018
6:00 P.M.**

KENDALL COUNTY BOARD ROOM

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. Roll Call
- V. Approval of Agenda
- VI. Citizens to be Heard
- VII. Approval of Minutes
 - Kendall County Forest Preserve District Committee of the Whole Meeting of November 14, 2018

OLD BUSINESS

- VIII. Grant Applications and Grant-Funded Project Updates

NEW BUSINESS

- IX. Executive Session
- X. Other Items of Business
 - Review of Preliminary Financial Statements through November 30, 2018
 - FY18 Highlights Report and Review of FY19 Capital and Operations Projects and Priorities
 - December 2018 Meeting Schedule and Directions
- XI. Citizens to be Heard
- XII. Adjournment

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

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMITTEE OF THE WHOLE MEETING MINUTES**

NOVEMBER 14, 2018

I. Call to Order

President Gilmour called the Committee of the Whole meeting to order at 5:40 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Cullick, Davidson, Flowers, Gilmour, Hendrix and Purcell all were present. Commissioner Gryder entered the meeting at 5:45 pm. Commissioner Prochaska entered the meeting at 6:04 pm.

III. Approval of Agenda

President Hendrix made a motion to approve the agenda as presented. Seconded by Commissioner Cullick. All, aye. Opposed, none.

IV. Citizens to be Heard

No public comments were offered by those in attendance.

V. Executive Director's Report

Director Guritz provided highlights from his written report along with reports from site supervisors. Director Guritz reported on the schedule for the OLSAD grant site inspection for the Pickerill-Pigott public access project. An Eagle Scout project will be reviewed by the Eagle Board for construction of a trail-head welcome center for Hoover Forest Preserve.

The Committee discussed the status of the lift station sewage intake pipe at Hoover and provided suggestions for moving forward.

Commissioner Gryder entered the meeting room at 5:45 pm.

**VI. MOTION: Forward Claims to Commission for an Amount Not-to-Exceed
\$31,081.59**

Commissioner Hendrix made a motion to forward claims to Commission for an amount not-to-exceed \$31,081.59. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

OLD BUSINESS

VII. MOTION: Forward the HLR Engineering Phase II and Phase III Proposal for the Development of Bid Specifications and Construction Management for the Demolition of Millbrook Bridge to Commission

Director Guritz remarked this proposal had been revised in consultations with ASA Webb with the State's Attorney's Office. The final revision of the proposal will be presented once a final review is completed.

Commissioner Davidson suggested including a not-to-exceed amount.

The Committee recommended anything that goes above and beyond the proposal be brought back for approval.

Commissioner Prochaska entered the meeting room at 6:04 pm.

Commissioner Hendrix made a motion to forward the HLR Engineering Phase II and Phase III proposal for the development of bid specifications and construction management for the demolition of Millbrook Bridge to Commission. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

NEW BUSINESS

VIII. Review of the Final Draft FY 18-19 Operations Fund, Capital Fund, Endowment Fund, and Dept Service Funds Budget

Director Guritz presented the final draft FY 18-19 Operations Fund, Capital Fund, Endowment Fund, and Dept Service Funds budgets.

The Committee discussed operations revenue expectations, and the operations budget for weddings, environmental education, and donations. The Committee of the Whole reviewed and discussed the budget for donations and grants.

The Committee discussed the details of the Capital Fund projects, including costs for crop land conversion at Fox River Bluffs, and proposed Ellis House improvements. Suggestions to transfer operating fund surplus to a new capital fund was discussed.

Latreese Caldwell offered additional suggestions to the budget.

Direction was given to revise down the proposed budgets for donations in the final budget.

IX. Review of the Draft FY 18-19 Combined Budget and Appropriations Ordinance #11-18-001

Director Guritz reported a review of the draft of FY 18-19 combined budget and appropriations ordinance #11-18-001.

The Committee offered direction to revise the ordinance once final revisions are completed for the District's operating fund budget

X. Review of the Draft FY 18-19 General Fund Levy Ordinance #11-18-002

Director Guritz presented a r draft of the FY 18-19 General Fund Levy Ordinance #11-18-002.

Commissioner Purcell made a motion to forward agenda items IX and X to Commission for approval. Seconded by Commissioner Flowers. Aye, all. Opposed, none.

XI. Review of a Request from the Yorkville Historical Society Requesting the Waiving of Fees and Charges, and Insurance Coverage Requirements for the Use of the Kendall County Historic Courthouse for a Proposed Holiday Celebration and Fundraiser Scheduled for December 16, 2018

Director Guritz presented an overview of a request received from the Yorkville Historical Society requesting the waiving of fees and charges, and insurance coverage requirements for the use of the Kendall County Historic Courthouse for a proposed Holiday Celebration and Fundraiser scheduled for December 16, 2018.

Commissioner Gryder made a motion to waive Yorkville Historical Society fees and charges, and insurance coverage requirements for the use of the Kendall County Historic Courthouse for a proposed holiday celebration and fundraiser scheduled for December 16, 2018.

Seconded by Commissioner Cullick. Aye, all. Opposed, none.

XII. KCFPD Draft Organizational Chart and Discussion of Proposed Position Restructuring

Director Guritz presented a KCFPD draft organizational chart revision, and discussion of proposed position restructuring. Recommended changes include the addition of a Communications, Marketing, and Public Program Specialist position with the elimination of a part-time Natural Resource Technician, and the addition of a Rental Venues Coordinator with the elimination of the Events Coordinator position. The FTE headcount will remain unchanged for FY19.

XIII. Executive Session

Commissioner Cullick made a motion to enter Executive Session under 2c1 of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Seconded by Commissioner Purcell. Roll call: Commissioners Cullick, Davidson, Flowers, Gilmour, Gryder, Prochaska, and Purcell, aye. Opposed, none.

Executive session called to order at 7:42 pm.

Commissioner Flowers made a motion to adjourn from Executive Session. Seconded by Commissioner Gryder. Aye, all. Opposed, none. Regular meeting reconvened at 8:12 pm.

XIV. Review of Draft Position Descriptions for a Part Time Rental Venues Coordinator and a Part Time Communications, Marketing, and Public Programs Specialist

Director Guritz presented an overview of draft position descriptions for a part time Rental Venues Coordinator and a part time Communications, Marketing, and Public Programs Specialist. The Committee of the Whole discussed the proposed positions.

XV. Other Items of Business

- **FY 18-19 Preliminary Budget and Levy – Review of the Final Public Notice Published on November 1, 2018**

Director Guritz presented the FY 18-19 preliminary budget and levy final public notice published on November 1, 2018. The reduction in taxes to be levied for FY19 is expected to be about 8% less over FY18 to address the over levy of FY18 debt service taxes per guidance from bond counsel.

Commissioner Purcell left the meeting room at 8:17 pm.

- **Proposed Transfer of Funds to Kendall County in the Amount of \$40,979.66 for Reimbursement of the District's Share of FY18 Insurance Coverages Premium**

Director Guritz presented information on the proposed transfer of funds to Kendall County in the amount of \$40,979.66 representing reimbursement of the District's share of FY18 insurance coverage premiums.

- **Kendall County State's Attorney's Office Event Venue Rental Contracts Review**

Director Guritz reported that the Kendall County State's Attorney's Office will be completing a review of the District's event venue rental contracts.

Commissioner Davidson reported on issues with beavers near Subat Preserve. Director Guritz offered to reach out to Mr. Davidson's contact to discuss proposed trapping activities.

XVI. Summary of Action Items

Summarization of action items was not discussed prior to adjournment due to time constraints of members present.

XVII. Citizens to be Heard

No public comments were offered by those in attendance.

XVIII. Adjournment

Commissioner Cullick made a motion to adjourn. Seconded by Commissioner Prochaska. Aye, all. Opposed, none. Meeting adjourned at 8:20 pm.

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District

To: Kendall County Forest Preserve District Board of Commissioners

From: Dave Guritz, Executive Director

RE: Grant Applications and Grant-Funded Project Updates

Date: December 4, 2018

Status Report on FY19 Grant-Funded Projects and Applications

Grant Program	Agency	Amount Requested	Status	Completion Date
Recreational Trails Program	IDNR (80/20)	\$177,100 for Fox River Bluffs Public Access and Trails	IDNR recommendation to FHA for Award	Start within 6-months of award and completed within 2-years following award
FY19 OSLAD	IDNR (50/50)	\$316,500 for Pickerill-Pigott Phase I Public Access Improvements	Currently under review (see attached SHPO response report)	Within 2-years following award
Restoration Project Grant	The Conservation Foundation	\$3,500 for Ellis Farm Pond Restoration	Initial herbicide application completed	June 2019
Community Stewardship Restoration Challenge Grant	Forest Foundation – Illinois Clean Energy Community Foundation	\$21,000 with a \$7,000 matching requirement for Hoover Restoration Project	1/8 woodland restoration work days completed (Pizzo)	October 2019
FHA-IDOT Rail Crossing Improvements	FHA-IDOT	\$250,000 for Crossing Gates and Warning Devices	Easement Application Payments Pending; IDOT-Illinois Railway Grant Agreement Under Development; Crossing Application Under Development	2019

Amenities and Events	The Conservation Foundation – Illinois Clean Energy Community Foundation	\$5,000 for public access improvements at Little Rock Creek + \$500 for opening event	Upland Design site plan under development	June 2019
Amenities and Events	Forest Foundation – Illinois Clean Energy Community Foundation	\$5,000 for Nature Play Space Improvements at Hoover + \$500 for Winterfest Event	Hobbit tunnel under development	June 2019
Amenities and Events	Forest Foundation – Illinois Clean Energy Community Foundation	\$5,000 for Public Access Improvements at Fox River Bluffs + \$500 for opening event	Welcome center under design	October 2019
K-12 Pollinator Program	Illinois Clean Energy Community Foundation	\$10,000 for pollinator habitat improvements and K-12 classroom field trips	<i>Review and Approval for Submission of an Application</i>	June 2020



Illinois Department of
Natural Resources

One Natural Resources Way Springfield, Illinois 62702-1271
www.dnr.illinois.gov

Bruce Rauner, Governor

Wayne A. Rosenthal, Director

FAX (217) 524-7525

Kendall County
Yorkville

New Construction/Rehabilitation/Demolition - Pickerill-Pigott Forest Preserve Recreational Development
SE of Hilltop Road & Minkler Road, Pickerell House - 6350A Minkler Road, Pigott House - 6350B Minkler Road
B&MC-108240
SHPO Log #001101518

October 31, 2018

Dawn Cobb
Illinois Department of Natural Resources
One Natural Resources Way
Springfield, IL 62702-1271

Dear Ms. Cobb:

Thank you for requesting comments from our office concerning the possible effects of your project on cultural resources. Our comments are required in accordance with Section 4 of the Illinois State Agency Historic Resources Preservation Act (20 ILCS 3420/1 et. seq.).

Our staff has reviewed the specifications of the referenced project as submitted by your office. We cannot adequately review this proposed project until the following additional documentation has been submitted to our office:

Project narrative, i.e., detailed description of proposed undertaking for Pickerell Residence (work write-up).

Current interior photos 35 mm or digital no smaller than 4" x 4" (not xerox) of all primary spaces of the Pickerell Residence.

Current interior and exterior photos 35 mm or digital no smaller than 4" x 4" (not xerox) of all areas where work will occur at the Pickerell Residence, clearly labeled and keyed to a floor plan.

Name of the original architect for the Pickerell Residence.

Original plans for the Pickerell Residence, if they exist.

In your reply, please refer to IHPA Log #001101518. If you have any further questions, please call 217/782-4836.

Sincerely,

Robert F. Appleman
Deputy State Historic
Preservation Officer

KENDALL COUNTY FOREST PRESERVE DISTRICT

HISTORIC KENDALL COUNTY COURTHOUSE 110 WEST MADISON STREET YORKVILLE, IL 60560

December 4, 2018

Dawn Cobb and Ann Fletcher
Illinois Department of Natural Resources
One Natural Resources Way
Springfield, IL 62702-1271

Robert Appleman
Deputy State Historic Preservation Officer
Illinois Department of Natural Resources
One Natural Resources Way
Springfield, IL 62702-1271

RE: IHPA Log #001101518
FY18 OSLAD Grant Application – PFP Access and Glacial Trail Development

Dear Mr. Appleman:

In fall 2017, Ken Pickerill filed a quit claim deed for the life estate held on the residence parcel at Pickerill-Pigott Forest Preserve prompting the District's master planning efforts concluded in 2018.

Earlier this year, your office received the District's Phase I Archaeological Survey Report from Burns McDonnell Engineering Company – Doug Kullen, Archaeologist containing the following description of the Pickerill estate home:

5.1 Pickerill Residence

The Pickerill residence is in the western part of the survey area (Figure 2-2). The residence consists of a large house and a small barn, both accessed by a paved asphalt driveway that leads in from the west. The house (Figure 5-2 and Figure 5-3) is a two-story contemporary style brick and frame dwelling built in 1978 (Central States Appraisal 2007a). The barn is a pole building with dirt floor and metal-sided walls and roof (Figure 5-4 and Figure 5-5). It was built circa 1980. Because of their recent construction dates, neither building is considered a potential cultural resource.

*Excerpt from Burns McDonnell Engineering Company, Inc. - Doug Kullen, Archaeologist
Phase I Archaeological Survey at Pickerill-Pigott Forest Preserve
Pickerill-Pigott Forest Preserve Improvements - Project No. 108240 - 7/16/2018*

I am attaching a .pdf exhibit to this letter that contains scanned copies of architectural drawings with labeled interior rooms and photos. Please note that the estate house was constructed by Ken Pickerill. The District has no records with respect to the architect, nor were the partial drawings set that were recovered stamped by the architect. Separately, I will be mailing a CD that will include

our photos and scanned architectural drawings (elevations and floor plans only) for your review in order to comply fully with your request letter dated October 31, 2018.

Per your letter, you request a detailed description of the proposed undertaking for this structure. At this time, the District is working to pull together preliminary cost information for improving the facility to meet code for public access and occupancy.

This proposed work would include, but not be limited to the following scope of work:

1. Septic field installation
2. Fire and smoke alarm installation (wireless connections and monitoring)
3. Asbestos abatement
4. Interior finishes stripping and painting
5. Installation of ADA access ramps, automatic entry doors, ADA washroom improvements (first floor only) and removal of non-ADA compliant flooring and/or wheelchair-obstructing thresholds (first floor only)

The District completed an initial building and code inspection, radon mitigation project, and asbestos survey in 2018. These reports are available for review as needed.

At this time, the District's Board of Commissioners has not determined whether adaptive reuse of the facility will be completed. Cost estimates for required public access improvements will be developed and reviewed in 2019 to determine whether the structure will be modified to support public recreational and educational programming. The District is also exploring the potential for intergovernmental partnerships for facility operations and staffing.

Currently, the structure does meet code for housing of a District Grounds-Maintenance Worker, and the structure was occupied for 3-months by a District employee in 2018.

The current FY19 OSLAD grant proposal does not include or request funding for modification of this structure.

Please contact me if I can be of any further assistance. I will submit the photos of the facility and scanned architectural drawings included within the exhibit to you separately on a CD due to e-mail file size limitations.

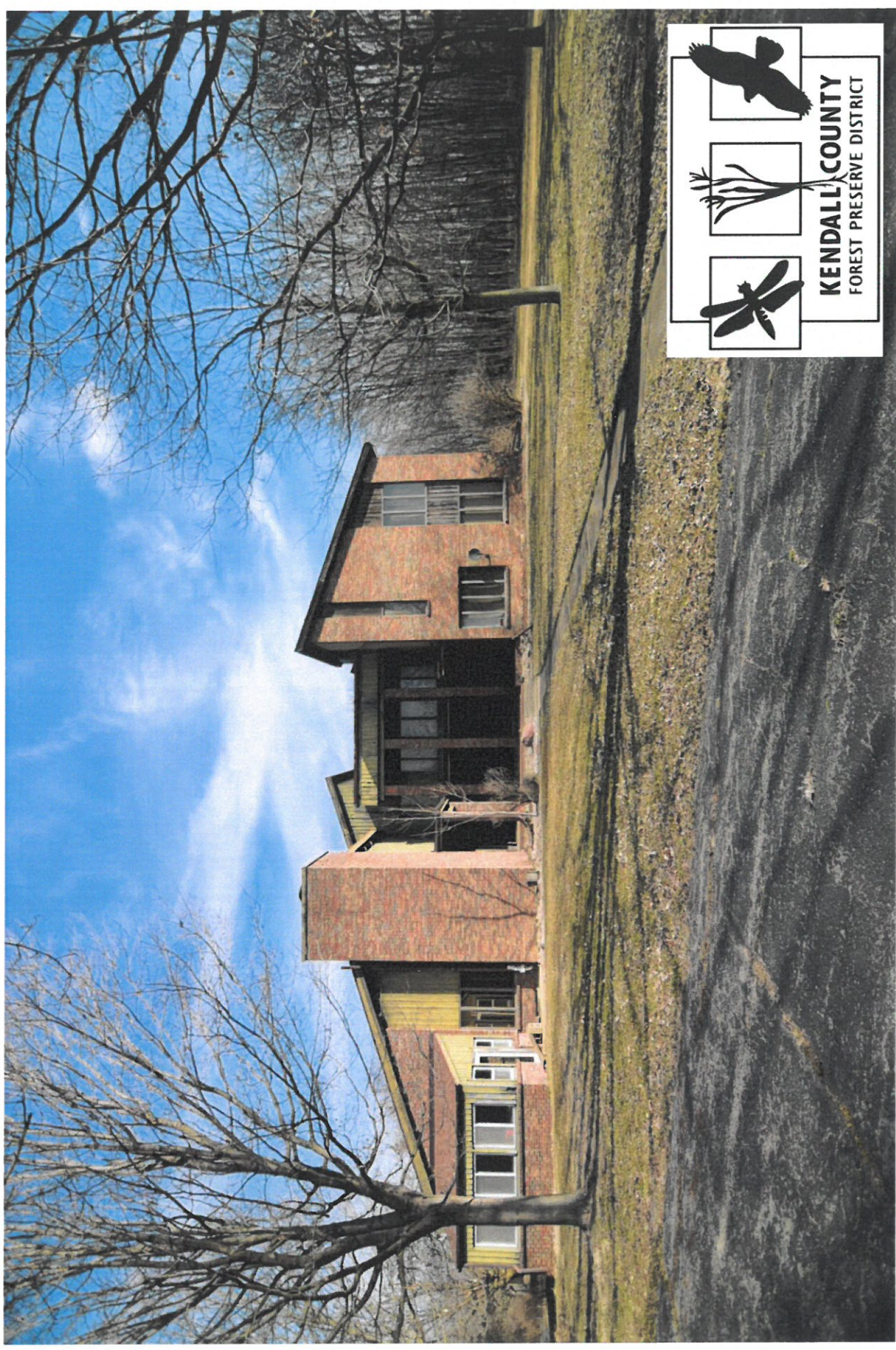
Sincerely,

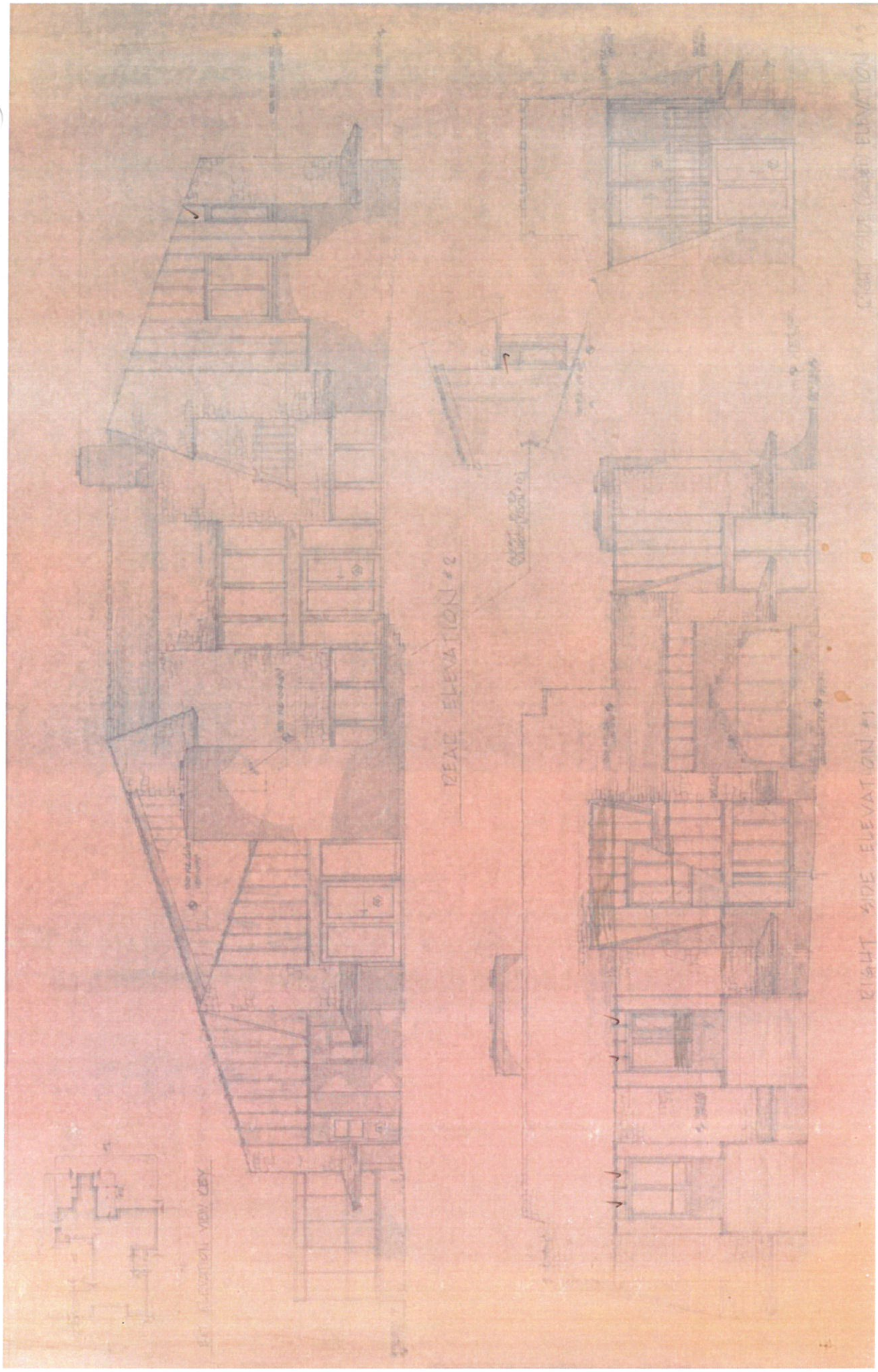


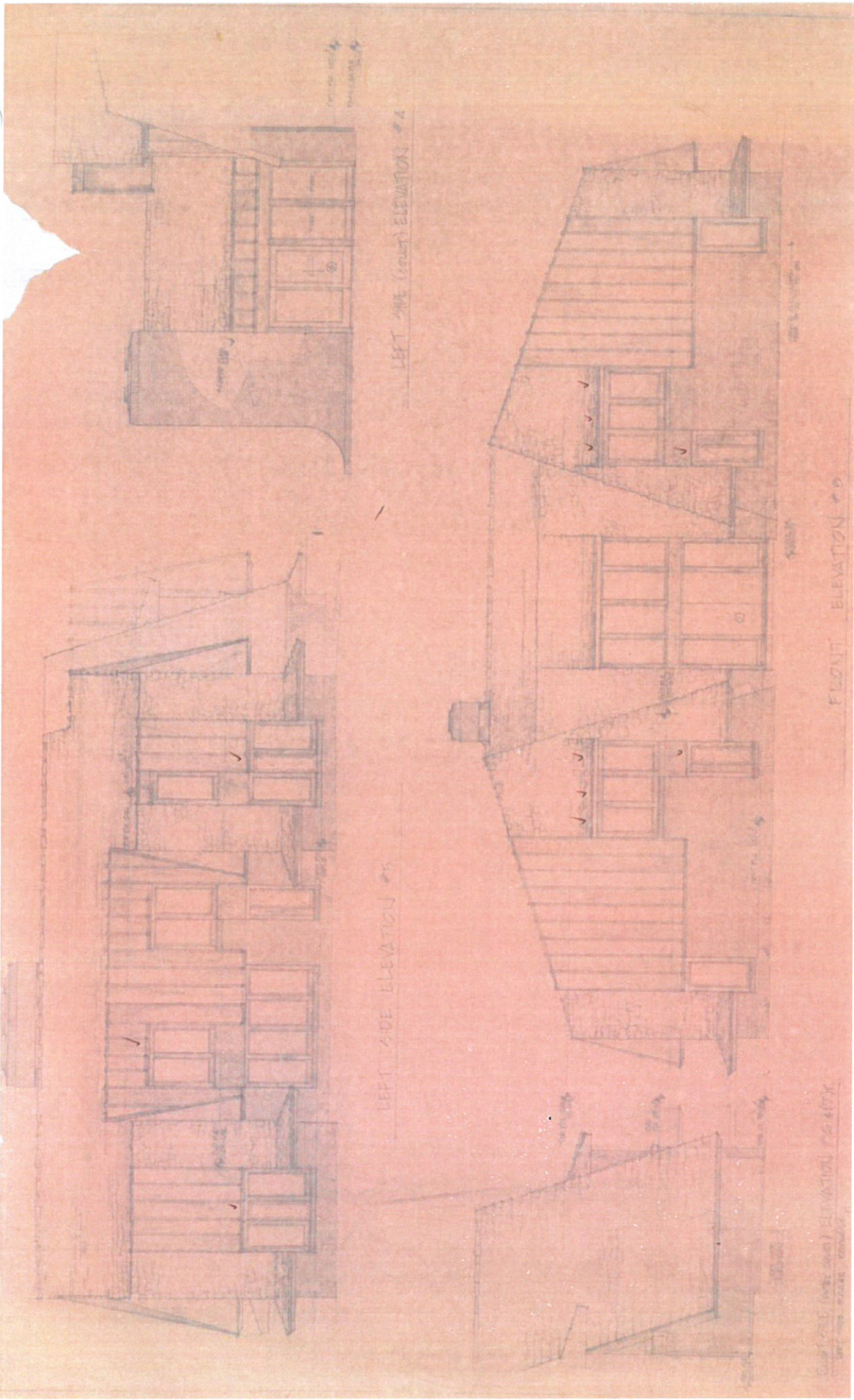
David Guritz, Executive Director
Kendall County Forest Preserve District
(630) 553-4131
dguritz@co.kendall.il.us

Attachments: Pickerill Estate Exhibit A

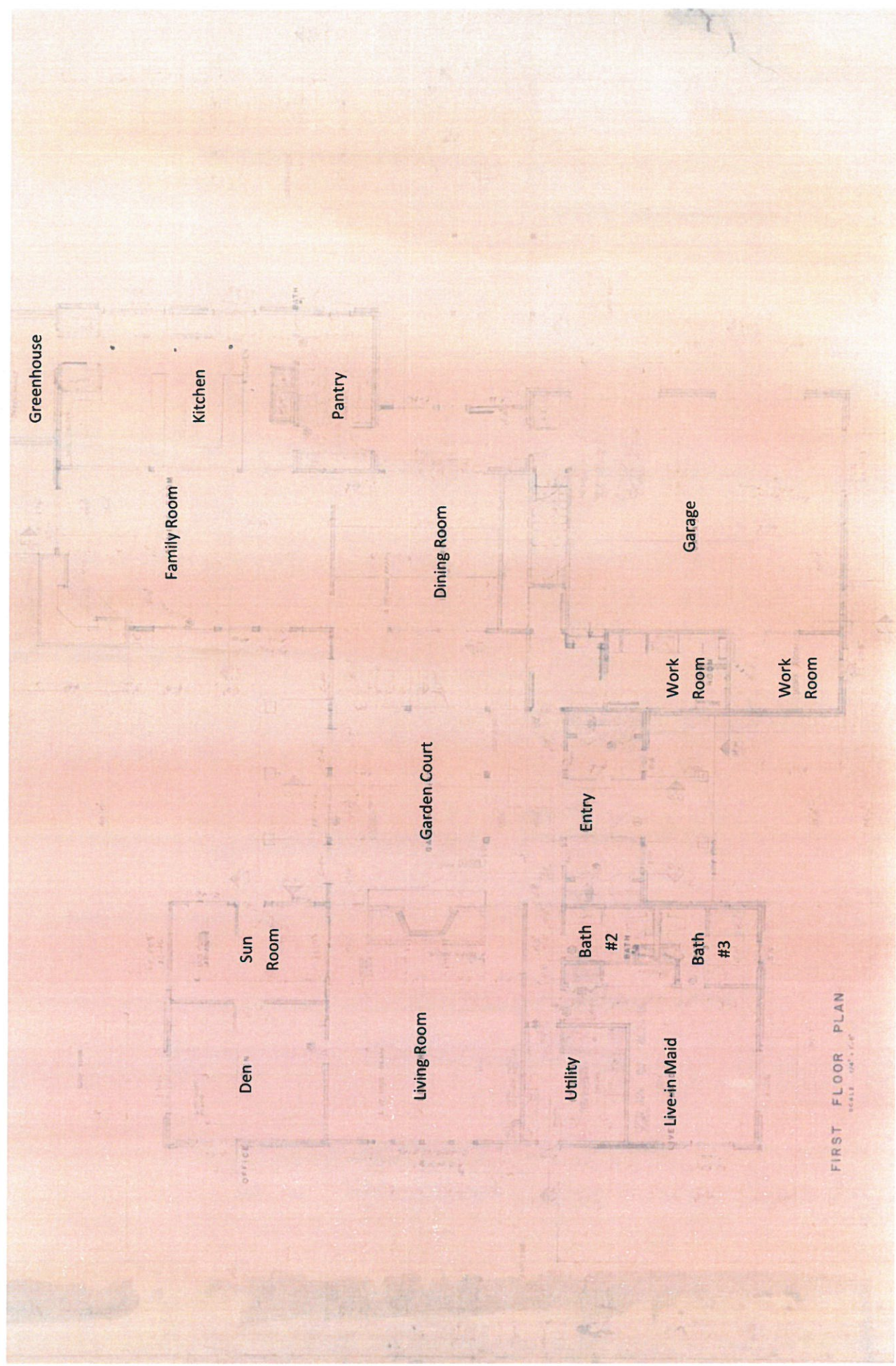
Pickerill Estate House — Pickerill Pigott Forest Preserve — Exhibit A — SHPO Log # 001101518

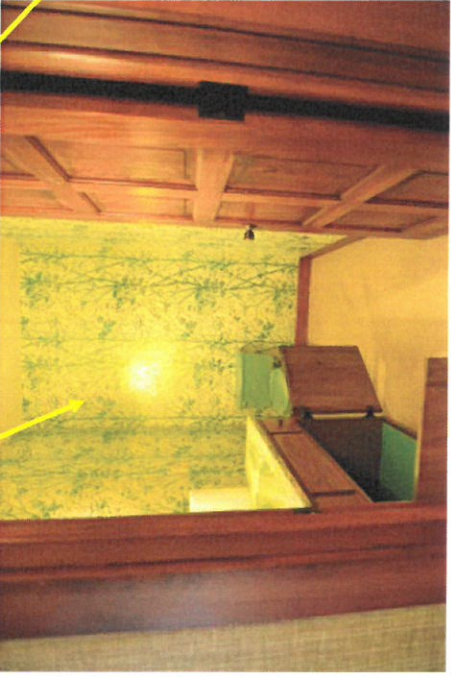
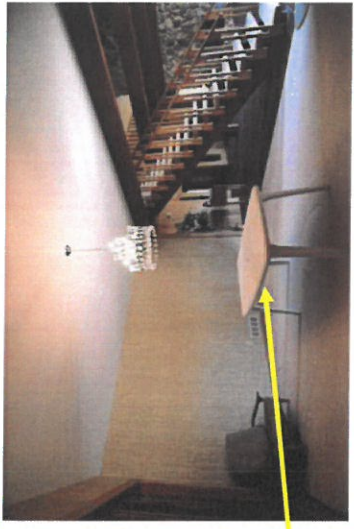




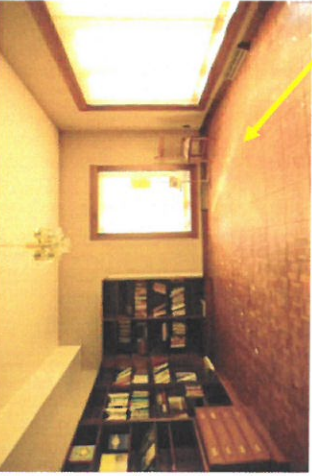
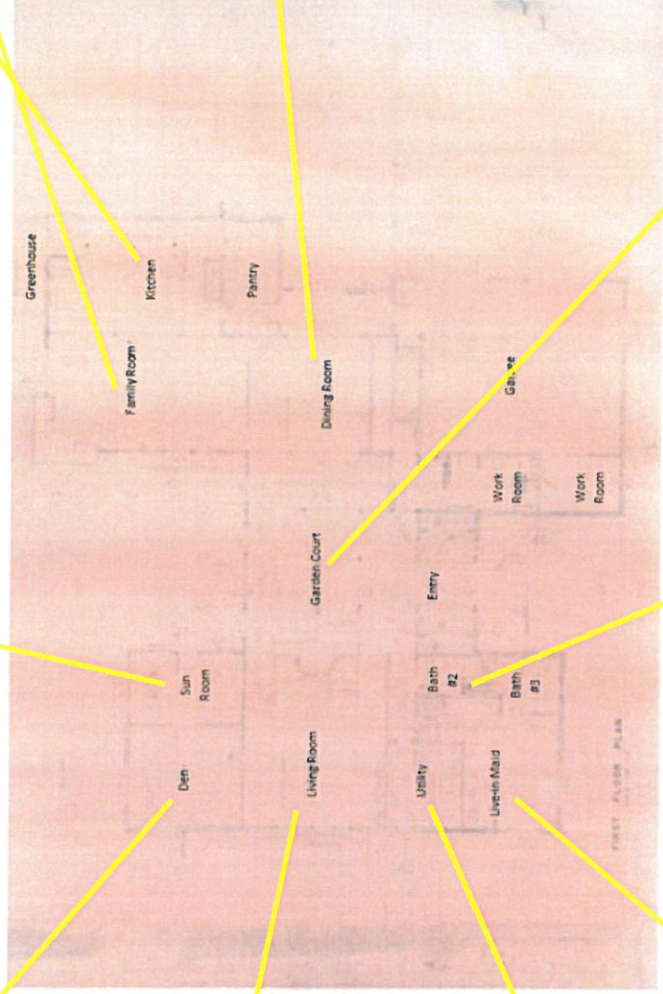


Pickerill Estate House—First Floor

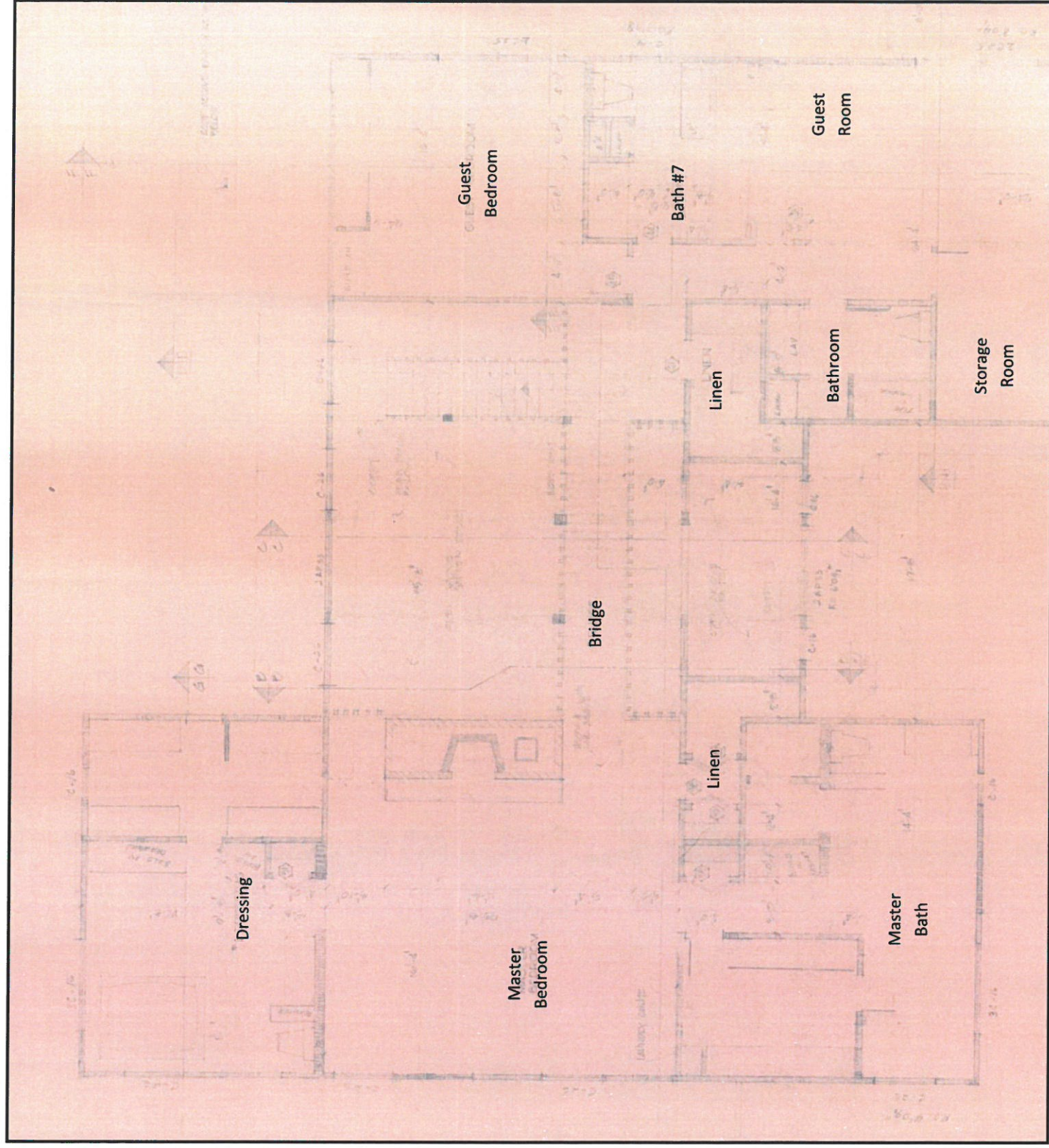


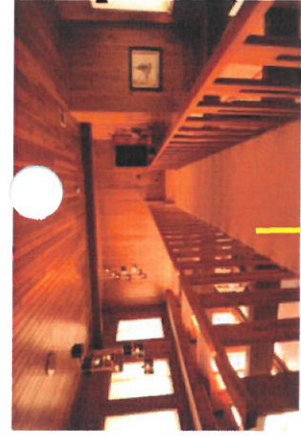
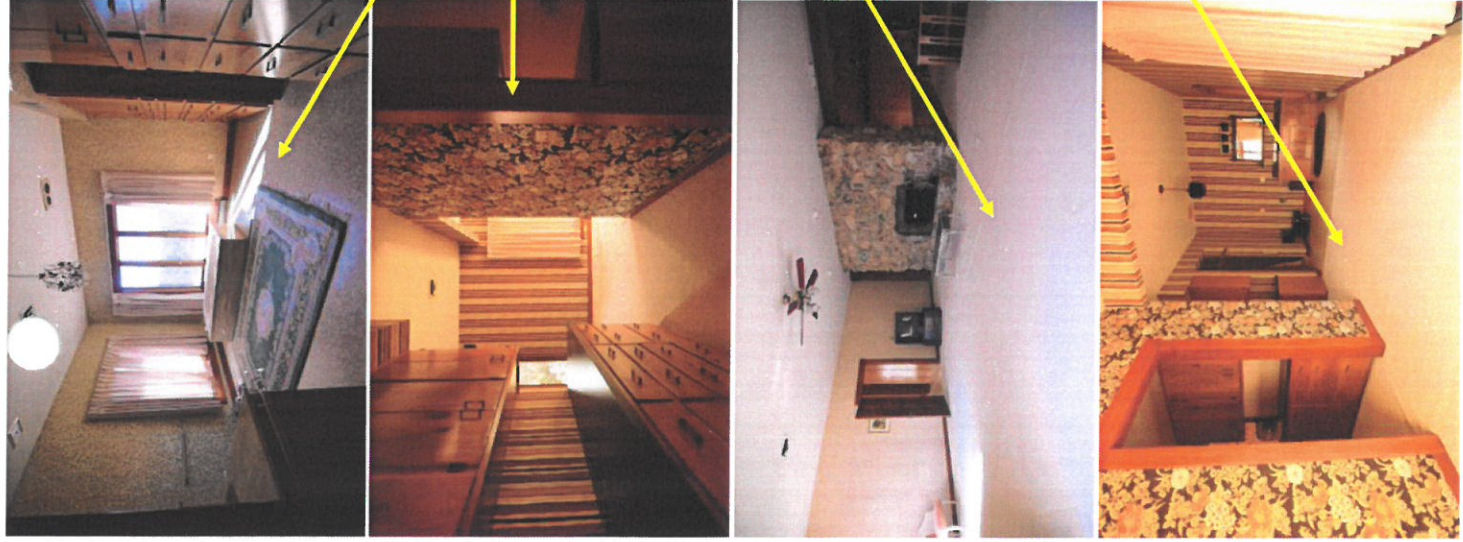


Pickerill Estate House — First Floor

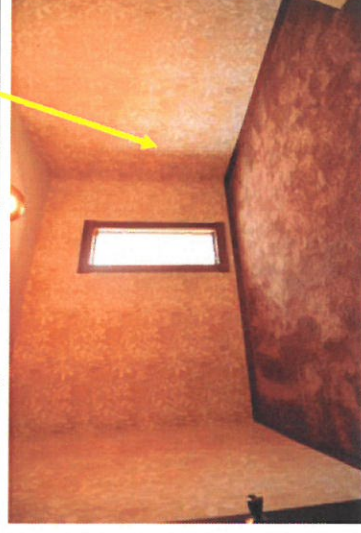
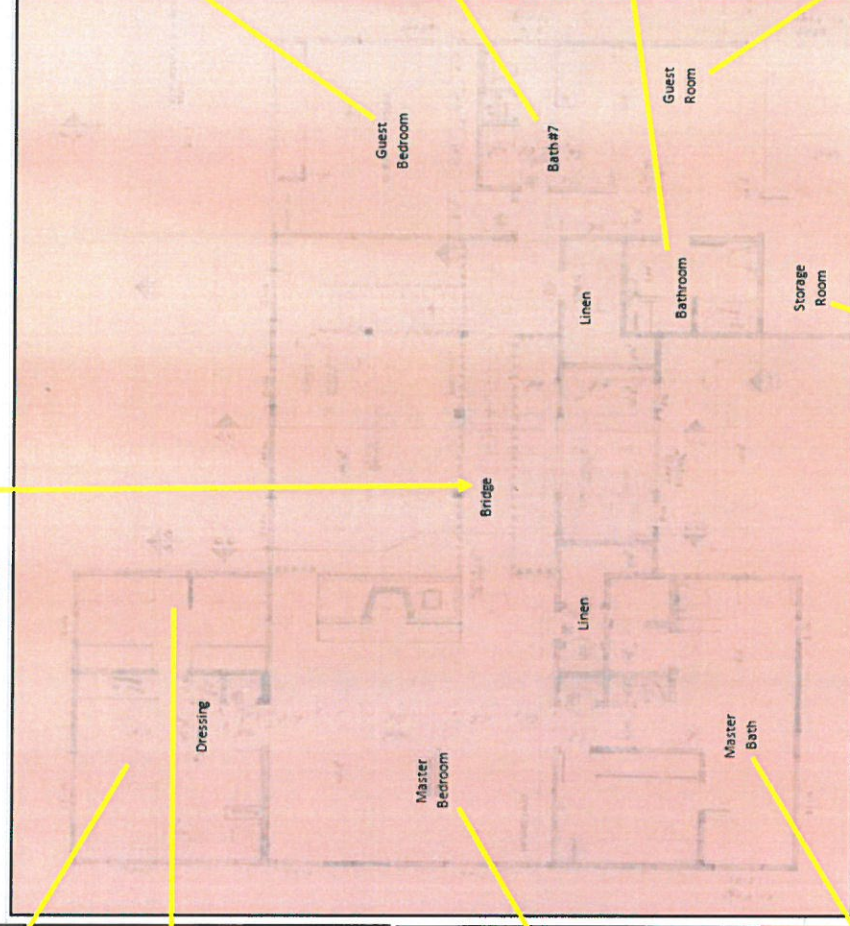


Pickerill Estate House—Second Floor

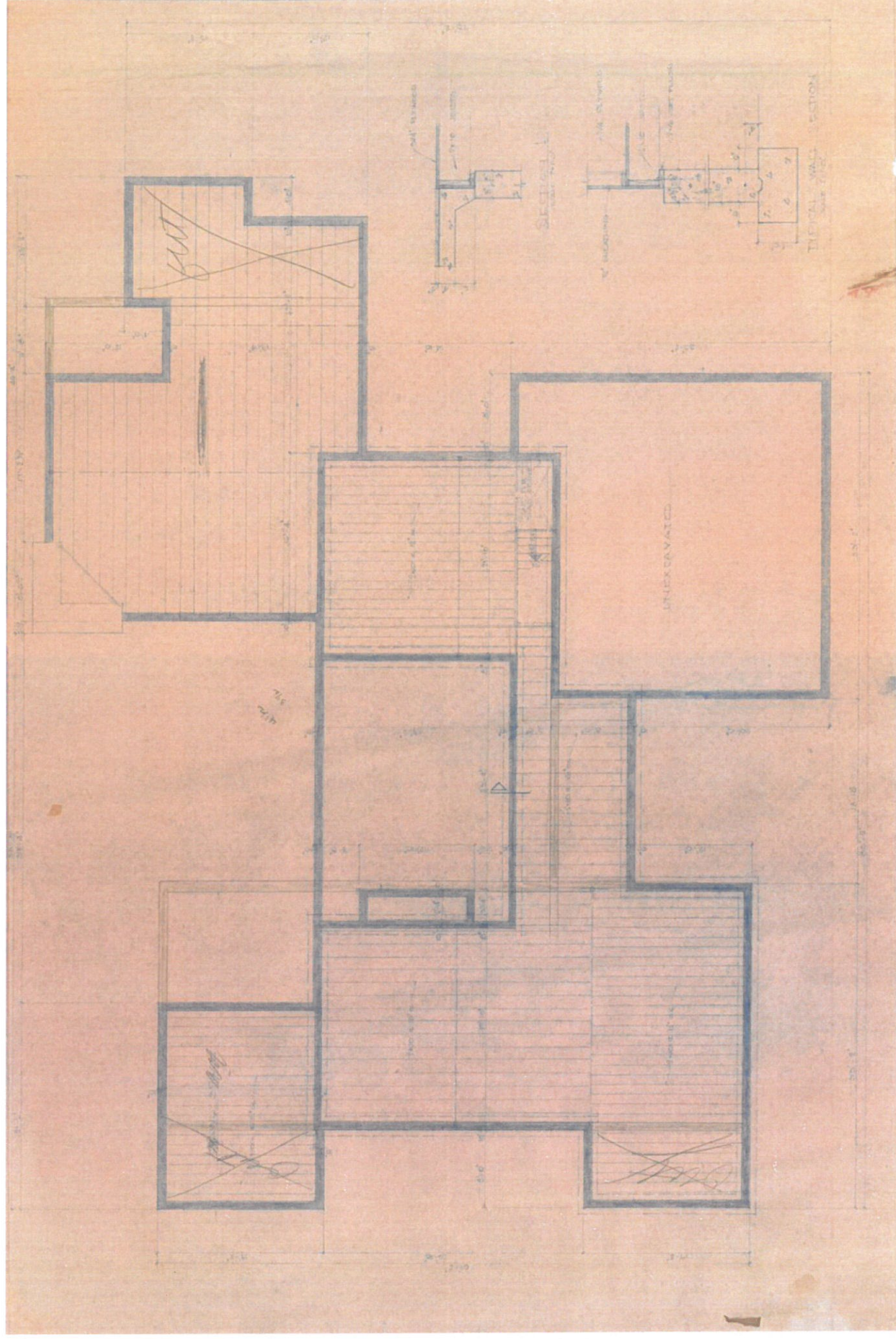




Pickering Estate House—Second Floor



Pickerill Estate House—Basement



To: Kendall County Forest Preserve District Board of Commissioners

From: Dave Guritz, Executive Director

RE: FY18 Highlights Report
Review of FY19 Capital and Operations Project Priorities

Date: December 4, 2018

FY18 Project Highlights

1. Projected Operating Fund Surplus
2. Acquisition of Little Rock Creek Forest Preserve – OSLAD/LWCF Grant Administration
3. Master Plan Completion for Pickerill-Piggott Forest Preserve – Submission of a FY19 OSLAD Proposal
4. Henneberry Forest Preserve Cropland Conversion and Tree Mitigation Project (45-acres)
5. Illinois Clean Energy Community Foundation Grants (Community Stewardship Restoration Challenge Grant and 4-Amenities and Events Grants)
6. Hoover Rail Crossing Project – ICC Updates and Pending Easement Purchases
7. Fox River Bluffs RTP Grant Application and Plan for Cropland Conversion
8. Kendall County Oak Woodland Recovery Group – Events and Seminar
9. Plants of Concern Workshop & ID – Chicago Botanic Garden
10. IDNR ENTICE Workshop for Early Childhood Educators
11. KCFPD Personnel Policies Manual Development – Draft Completed and Under Review
12. Ellis Equestrian Center Budget Performance
13. Environmental Education School Programs and Natural Beginnings Enrollments
14. Event Venue and Bunkhouse Rentals – Meadowhawk Lodge

FY19 Capital and Operations Project Priorities

1. Pickerill-Piggott Forest Preserve – Phase I Improvements and Opening
2. Fox River Bluffs RTP Trails Grant and Cropland Conversion
3. Little Rock Creek Public Access Improvements and Opening
4. Henneberry Forest Preserve – Preserve Access Improvements
5. Millbrook Bridge Demolition
6. Hoover Restoration Project and Nature Play Space Improvements
7. Ellis House Roof Replacement
8. Event Venue Marketing
9. Summer Camp Marketing

To: Kendall County Forest Preserve District Board of Commissioners

From: Dave Guritz, Executive Director

RE: December 2018 Remaining Meeting Schedule

Date: December 4, 2018

Operations Committee – Wednesday, December 5, 2018 at 6:00 PM

Finance Committee – Wednesday, December 12, 2018 at 4:30 PM (Cancellation pending)

Committee of the Whole – Wednesday, December 12, 2018 at 5:30 PM

Commission Meeting – Tuesday, December 18, 2018 at 9:00 AM

Finance Committee – Thursday, December 27, 2018 – TBD for discussion