

Vendor#	Name	Invoice #	Description	Date	Budget #	Account Description	Dist Amount
182 190110	SAM'S CLUB/GEMB	11242015	FOLDERS	01/20/16	27021007077	OFFICE SUPPLIES & POSTAGE	8.88 8.88*
183 031216	CLEAN-TECH OF IL INC.	12058	HOUSE CLEANING	01/20/16	27021007080	GROUND & MAINT - ELLIS H	192.50
184 130506	MENARDS	33103	HOSE ADAPTOR	01/20/16	27021007080	GROUND & MAINT - ELLIS H	3.54
185 230146	WALDEN'S LOCK SERVICE	18094	KEYS	01/20/16	27021007080	GROUND & MAINT - ELLIS H	5.85 201.89*
<b>Total ELLIS HOUSE</b>							<b>664.67*</b>
186 010452	ADS, INC	011016	QUARTERLY CHARGES	01/20/16	27021017076	UTILITIES - ELLIS BARN	274.05 274.05*
187 130506	MENARDS	33033	ADAPTERS	01/20/16	27021017080	GROUND & MAINT - ELLIS B	7.92
188 130506	MENARDS	33475	HEATING CABLE	01/20/16	27021017080	GROUND & MAINT - ELLIS B	56.18 64.10*
<b>Total ELLIS BARN</b>							<b>338.15*</b>
189 130506	MENARDS	33033	ICE MELT	01/20/16	27021027080	GROUND & MAINT - ELLIS G	16.78
190 130506	MENARDS	33475	TORCH TIPS, PRO GAS	01/20/16	27021027080	GROUND & MAINT - ELLIS G	69.94 86.72*
<b>Total ELLIS GROUNDS</b>							<b>86.72*</b>
<b>HOOVER</b>							
191 140937	NICOR	01/08/16	ROOKERY BLDG	01/20/16	27022006860	HOOVER - GAS	98.72
192 140937	NICOR	01/07/16	MEADOWHAWK LODGE	01/20/16	27022006860	HOOVER - GAS	45.00
193 140937	NICOR	01/07/16-2	HO MAINT. BLDG	01/20/16	27022006860	HOOVER - GAS	67.68
194 140937	NICOR	01/07/16-3	HO HOUSE	01/20/16	27022006860	HOOVER - GAS	52.35
195 140937	NICOR	01/08/16-2	KINGFISHER	01/20/16	27022006860	HOOVER - GAS	101.23
196 140937	NICOR	01/08/16-3	BLAZING STAR	01/20/16	27022006860	HOOVER - GAS	75.23
197 140937	NICOR	01/08/16-4	HO BASE HOUSE	01/20/16	27022006860	HOOVER - GAS	62.13 502.34*
198 030794	CHAMPION ENERGY, LLC.	01/06/16	HO MULTIPLE METERS	01/20/16	27022006861	HOOVER - ELECTRIC	679.36
199 030794	CHAMPION ENERGY, LLC.	01-06-16-2	HO BATHHOUSE	01/20/16	27022006861	HOOVER - ELECTRIC	284.89
200 031510	COMMONWEALTH EDISON	1/14/16	HO BASE HOUSE	01/20/16	27022006861	HOOVER - ELECTRIC	38.06
201 031510	COMMONWEALTH EDISON	01/04/16-2	HO MULTIPLE METERS	01/20/16	27022006861	HOOVER - ELECTRIC	679.19
202 031510	COMMONWEALTH EDISON	01/4/16	HO HOUSE	01/20/16	27022006861	HOOVER - ELECTRIC	46.27
203 031510	COMMONWEALTH EDISON	JANUARY 4 2016	HO BATHHOUSE	01/20/16	27022006861	HOOVER - ELECTRIC	154.55 1,882.32*
204 110530	KENDALL PLUMBING & HEATING	16023499	WATER HEATER SERVICE	01/20/16	27022006864	HOOVER - BUILDING MAINTEN	325.00
205 130506	MENARDS	33212	HO BLDG SUPPLIES	01/20/16	27022006864	HOOVER - BUILDING MAINTEN	244.97
206 130506	MENARDS	33786	MEADOWHAWK SUPPLIES	01/20/16	27022006864	HOOVER - BUILDING MAINTEN	158.08 728.05*

Vendor# Name

Invoice #

Description

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Dist Amount

**FOREST PRESERVE EXPENDITURE**

174 070789	MEGAN GESSLER	DEC 2015	INK CARTRIDGES	01/20/16	27020006200	OFFICE SUPPLIES & POSTAGE	122.99	bantrim
175 090310	ICE MOUNTAIN	15L8106452637	COURTHOUSE-WATER	01/20/16	27020006200	OFFICE SUPPLIES & POSTAGE	19.51	** bantrim
176 030794	CHAMPION ENERGY, LLC.	01/04/16	HARRIS	01/20/16	27020006351	ELECTRIC	44.28	bantrim
177 030794	CHAMPION ENERGY, LLC.	01/06-16-2	HARRIS ARENA	01/20/16	27020006351	ELECTRIC	5.60	bantrim
178 031510	COMMONWEALTH EDISON	JAN 4 2016	HARRIS ARENA	01/20/16	27020006351	ELECTRIC	24.16	bantrim
179 190816	SHAW MEDIA	01/2016	BID PUBLICATION,AD	01/20/16	27020006843	PROMOTION/PUBLICITY	74.04*	bantrim
<b>Total FOREST PRESERVE EXPENDITURE</b>							<b>386.94*</b>	
180 010452	ADS, INC	011016	QUARTERLY CHARGES	01/20/16	27021007076	UTILITIES - ELLIS HOUSE	274.05	** esalato
181 031211	CLEAR SKY	4142	QUARTERLY CHARGES	01/20/16	27021007076	UTILITIES - ELLIS HOUSE	179.85	esalato
							<b>453.90*</b>	

Vendor#	Name	Invoice #	Description	Date	Budget #	Account Description	Dist Amount
207 130506	MENARDS	33108	SALT, SNOW MARKERS	01/20/16	270220006865	HOOVER - GROUNDS MAINTENA	119.63
208 251493	YORKVILLE ACE & RADIO SHACK	158737	SHOVELS, WS WASHER F	01/20/16	270220006865	HOOVER - GROUNDS MAINTENA	104.43
209 160461	PAUL PEAKE	83557	SHELTER REFUND	01/20/16	270220007088	HOOVER SECURITY DEPOSIT R	224.06*

**GROUND & NATURAL RESOURCES**

Vendor#	Name	Invoice #	Description	Date	Budget #	Account Description	Dist Amount
210 012290	AUTOMOTIVE SPECIALTIES INC	21233	F150 TIRE/RIM REPLAC	01/20/16	27025006216	EQUIP - GROUNDS & NATURAL	492.54
211 031522	COFFMAN TRUCK SALES	1010143	CHECK SALT SPREADER	01/20/16	27025006216	EQUIP - GROUNDS & NATURAL	118.80
212 071220	GJOVIK FORD, INC	329554	F250 COOLANT,RADIATO	01/20/16	27025006216	EQUIP - GROUNDS & NATURAL	693.85
213 071220	GJOVIK FORD, INC	329554	F250 WINDSHIELD WIPE	01/20/16	27025006216	EQUIP - GROUNDS & NATURAL	15.98
214 071807	GRAINCO F.S. INC	030942	BOBCAT TIRES	01/20/16	27025006216	EQUIP - GROUNDS & NATURAL	997.00
215 140937	NICOR	01/12/16	HARRIS	01/20/16	27025006217	FUEL - GAS & OIL	2,318.17*
216 030966	CITADEL LOCK & SECURITY	13312	MASTER LOCKS	01/20/16	27025007089	SUPPLIES - SHOP	132.99
217 090310	ICE MOUNTAIN	15L8106452637	HARRIS-WATER	01/20/16	27025007089	SUPPLIES - SHOP	132.99*
218 130506	MENARDS	33580	SALT, TORCH TANK-LOCK	01/20/16	27025007089	SUPPLIES - SHOP	161.76

**GROUND & NATURAL RESOURCES**

**Total HOOVER**

**Total GROUNDS & NATURAL RESOURCES**

**3,426.77\***

**2,780.02\***

**Total Forest Preserve \$7,683.27**

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
FINANCE COMMITTEE MEETING MINUTES**

**JANUARY 13, 2016**

**I. Call to Order**

Finance Committee Chair Cullick called the meeting to order at 4:30 pm in the Kendall County Board Room.

**II. Roll Call**

Commissioners Davidson, Gryder, Koukol, Wehrli, and Cullick all were present.

**III. Approval of Agenda**

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

**IV. Citizens to be Heard**

No public comments were offered.

**V. Approval of Claims in an Amount Not-to-Exceed \$11,110.15.**

Commissioner Gryder made a motion to forward claims to Commission in the amount of \$11,110.15. Seconded by Commissioner Koukol.

The Finance Committee reviewed the claims list.

Commissioner Gryder inquired into claim number 250 for conferences. Director Guritz reported that the \$1,800 conference budget will be largely expended by February. Conference funds have allowed 2 Natural Beginnings lead instructors to attend the Opening Minds preschool conference in Chicago, 13 staff members and volunteers to attend an upcoming Controlled Burn training at Morton Arboretum at a cost of \$70 per person, and 3 staff members to attend the Illinois Association of Conservation Districts conference in Starved Rock at a cost of \$100 per person.

The Finance Committee reviewed the costs incurred for the utility pole repairs at Ellis. The Finance Committee provided direction to recode costs incurred for the utility pole repairs to the Ellis Grounds cost center in order to track these costs within a single cost center.

Commissioner Gryder inquired into claim 283 for the Kubota door handle repair. Director Guritz reported that the Kubota slid on ice colliding with a wooded post damaging the door handle.

Finance Committee Chair Cullick called the question. Aye, all. Opposed, none. The motion was unanimously approved.

## **VI. Equestrian Center Summer Program Schedule and Fees**

Director Guritz presented the Ellis summer program proposed fee schedule. The summer schedule has been revised to include more 3-day camps for ages 9-13, which should allow some conservatism within the overall budget.

The goal is to begin marketing Ellis Camps with the District's Nature-based program offerings following approval at the upcoming Commission meeting.

## **VII. Farm Lease Agreement Updates and Baker Woods FP Farm Operator Bid Results**

Director Guritz reported on the bid results for the three year contract for farming of 61-acres at Baker Woods Forest Preserve. Kyle Connell is the high bidder, with base-rent offered at \$202.65 per acre. A farm license agreement will be developed for review and approval at the upcoming Commission meeting.

Director Guritz reported on access issues with Millington Forest Preserve. There are two adjacent property owners that have historically allowed the District's farm operator to access the property. However, a permanent access solution needs to be considered.

## **VIII. Blackberry Creek Forest Preserve Trail Construction Bond and Escrow Account Updates**

Director Guritz reported that efforts are underway to secure the trail construction funding for Blackberry Forest Preserve held in escrow with First American Title Insurance. The District has been approached with a request to release the bond held by Ohio Farmers Insurance Company, and will release the bond once an agreement is reached transferring the escrow proceeds to the District.

## **IX. Natural Beginnings Updates and Budget Review – Addition of a 2-Day Afternoon Session**

Director Guritz presented an updated spreadsheet showing the net budget gains resulting from a proposed addition of a 2-day afternoon session of the Natural Beginnings preschool program. All 2016 sessions offered have filled, with waiting lists generated based on parent interests. The 2-day afternoon session tuition fee will be \$1,425, the same cost already approved for the other 2-day morning session.

The Finance Committee instructed Director Guritz to place approval of the additional session on the Commission meeting agenda for approval, and requested that Director Guritz review the spreadsheet with Latreese Caldwell to confirm the budget figures.

#### **X. Director's Procurement Card Limits Discussion**

Director Guritz presented the need to increase procurement card limits in order to auto-pay additional utility billings to the District. Charging utility bills insures that no late fees are charged, and generates reward points that are used to purchase gift items for the employee appreciation breakfast.

The Finance Committee provided direction to place a motion increasing the monthly procurement card purchases limit to \$4,000 for the Director position on the upcoming Commission meeting agenda for approval.

#### **XI. Other Items of Business**

Director Guritz reported on a need for repairs to a pedestrian bridge in Lyon Forest Preserve.

#### **XII. Citizens to be Heard**

None.

#### **XIII. Executive Session**

Commissioner Koukol made a motion to enter into Executive Session under 2(c)21 of the Open Meetings Act for the purpose of discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Seconded by Commissioner Davidson.

Roll Call: Commissioners Davidson, Gryder, Koukol, Wehrli, and Cullick, aye. Opposed, none. Executive session called to order at 5:24 pm.

Commissioner Davidson made a motion to adjourn from executive session. Seconded by Commissioner Koukol. Aye, all. Opposed, none. Regular meeting reconvened at 5:30 pm.

#### **XIV. Adjournment**

Commissioner Wehrli made a motion to adjourn. Seconded by Commissioner Gryder. All, aye. Meeting adjourned at 5:32 pm.

Respectfully submitted,

David Guritz  
Executive Director, Kendall County Forest Preserve District

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
FINANCE COMMITTEE MEETING MINUTES**

**JANUARY 28, 2016**

**I. Call to Order**

Finance Committee Chair Cullick called the meeting to order at 5:30 pm in the Kendall County Board Room.

**II. Roll Call**

Commissioners Davidson, Koukol, Wehrli, and Cullick all were present.

**III. Approval of Agenda**

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

**IV. Citizens to be Heard**

No public comments were offered.

**V. Approval of Claims in an Amount Not-to-Exceed \$7,683.27.**

Commissioner Wehrli made a motion to forward claims to Commission for approval in the amount of \$7,683.27. Seconded by Commissioner Koukol.

The Finance Committee reviewed the claims listings.

Commissioner Davidson inquired into claim #188 for the purchase of the heating cables. Director Guritz reported that the cables were purchased to avoid freezing pipes in the Ellis barn.

Commissioner Koukol inquired into claim #'s 198 and 202 for the ComEd and Champion electric bills for multiple meters at Hoover Forest Preserve. The claims amounts appear disproportionately high for the time of year. The Finance Committee provided instruction to review billings from the previous year, and update the committee on any significant findings.

Commissioner Wehrli inquired into claim #181 from Clear Sky. Director Guritz reported that this is the quarterly billing for internet access at Ellis. Staff is currently examining a Verizon solution to provide phone and internet access at Ellis at a reduced cost.

Commissioner Davidson inquired into claim #210 for a tire purchase. Director Guritz reported that the tire and rim were damaged when a staff member closing preserves was forced out of his turn lane and off the road due to oncoming traffic to avoid an accident damaging the tire and rim in the process.

Finance Committee Chair Cullick called the question. Aye, all. Opposed, none. The motion was unanimously approved.

## **VI. Galena Road Farm License Agreement Discussion**

Director Guritz reported on his meeting with Don Young who has farmed the 12-acre parcel for the past three years. Don Young stated he was no longer interested in farming the property due to the low yields.

Director Guritz expressed concerns over the parcels becoming overgrown with undesirable weed species, and suggested that extending a contract with a zero cost for base rent would keep the area under management until the District has the resources available to restore the site.

The Finance Committee reviewed the yield maps, and discussed the possibility of establishing hay fields on the parcels. If hay fields can be established, base rent of \$150 per acre could be realized. The Finance Committee discussed access issues, which will need to be explored. The site is not large enough to consider possible restoration as a wetland mitigation project.

## **VII. Counselor in Training Program Discussion**

Director Guritz reported that the State's Attorney's Office has completed its legal review of the proposed Counselor in Training program, and found no issues with offering this service. Staff is recommending approval of the \$200 enrollment fee. A screening process will be put in place, and students enrolled will be considered District volunteers.

Commissioner Wehrli made a motion to forward the Counselor in Training program fee to Commission for approval. Seconded by Commissioner Koukol. Aye, all. Opposed, none.

## **VIII. Fees and Charges for Spring Public Program Offerings**

The Finance Committee reviewed the proposed spring program fees and charges. Director Guritz reported that a new Maple Syrup program will be offered, with the Forest



Foundation of Kendall County extending a supply contingency grant of \$300 to offset costs for supply purchases.

Commissioner Gryder entered the meeting at 5:40 pm.

Director Guritz reported that subscriptions to the District's electronic newsletter has grown to over 1,200 subscribers.

The recent e-blast from Shaw Media promoting District spring and summer camps was distributed, but there was a problem with one of the active links to the online catalog and registration form. Shaw Media has agreed to send out a second blast at no charge.

Commissioner Wehrli made a motion to forward the spring program fees and charges as presented to Commission for approval. Seconded by Commissioner Gryder. Aye, all. Opposed, none.

## **IX. 2016 Bond Refunding Opportunities**

Director Guritz presented reports received from Speer Financial, Inc. for Finance Committee review.

The first report showed the District's total debt service schedule by levy year. Within the schedule, principal and interest payments increase considerably in the final two years of the schedule. Bond refunding opportunities could be scheduled to reduce the principal and interest payments in the last two years. There will also be an opportunity for future boards to consider reissuance of bonds to reduce the payments by spreading the remaining principal and interest payments out over one or two additional years.

Director Guritz reported that tax law has changed allowing the District and Kendall County to each issue up to \$10 million in bank-qualified refunded bonds. In the previous year, it was reported that the District and/or Kendall County could issue bank-qualified bonds up to \$10 million, but this was considered a collective ceiling for both agencies. This has now changed, and each agency can act independently to take advantage of the interest savings realized through bank-qualified issuances.

Director Guritz reported that Speer Financial Inc., will present the opportunities available at the upcoming Finance Committee and Committee of the Whole meetings, with the recommendation that the District consider repeating a bank-qualified refunding process for up to \$10 million in 2016. Market rates have improved, with potential savings of just over \$1.1 million compared to \$650,000 realized in 2015.

The District also has opportunities to consider non-bank qualified refunding opportunities of the remaining principal, or can continue to refund the remaining \$30 million in principal through three separate bank-qualified issuances. Under current market conditions, refunding through three separate bank-qualified issuances achieves the highest amount of overall savings.

The first step in this process is the approval of the parameters ordinance. This will be prepared for consideration at the second Commission meeting in February.

Director Guritz also presented a schedule for issuance of limited debt-service obligation bonds. The District's Board of Commissioners has the ability to levy approximately \$78,000 per year of non-referendum bonds to secure capital funding for projects. Speer Financial recommends issuing limited debt-service obligation bonds in five-year increments. Once locked in, new bonds cannot be issued until debt-service for this type of bond issuance is paid off.

## **X. Review of Available Funding and Capital Project Priorities**

Director Guritz presented an at-a-glance report of project priorities for the remaining 2007 series capital funds. The current balance in the capital fund is just over \$1 million. The District anticipates reimbursement of the \$750,000 OSLAD/LWCF grant reimbursement. The Land-Cash fund balance has grown following drawdown for the Fox River Bluffs acquisition, with a current balance of \$22,635. Combined with other anticipated revenue, total capital funds available in 2016 is \$1,836,000.

Anticipated expenses for capital projects include the restoration of 150 acres at a cost of \$6,000 per acre totaling \$870,000, and Millbrook Bridge improvements totaling \$300,000. Funding of other capital projects includes contingencies for Hoover Forest Preserve (\$45,800), Ellis House and Equestrian Center (\$25,200) and other Forest Preserves (\$50,000) leaving approximately \$460,000 available for other forest preserve improvements that can be used to leverage additional grants, or applied towards a wetland mitigation restoration project where return on the investment through sale of credits could provide funding for operations and capital project priorities over time.

Director Guritz reported that the \$300,000 for Millbrook Bridge is not sufficient to complete the restoration needed to reopen the bridge to the public. The District is working on development of an intergovernmental agreement with Millbrook in order to work together to secure additional funds needed to complete the project.

The Finance Committee instructed Director Guritz to provide an update on the OSLAD/LWCF grant reimbursement progress at the next Finance Committee meeting.

## **XI. Wetland Restoration and Mitigation Projects Research Updates**

Director Guritz presented research updates and possible preserve locations where wetland mitigation projects could be considered.

The District is located within a hydrologic unit where there is a high demand for purchase of mitigation credits. The Army Corps of Engineers is the agency responsible for assignment of mitigation credits, preferring to approve mitigation projects with a high probability of success for restoring 25 acres of wetlands, or more.

Restoration of hydrologic function and wetland vegetation is preferred over enhancement of existing wetland areas. While enhancement projects can receive credit, the ratio of acres restored to mitigation credit received is 4 to 1. This approach could assist with providing funding that could cover costs for restoration of existing wetland areas if the District has large enough areas of existing wetlands, or if the existing wetlands are restored as part of a larger mitigation effort.

Director Guritz stated he would be researching grant opportunities to identify funding opportunities for offsetting wetland restoration project costs.

The Finance Committee requested a presentation from experts in the field to provide a breakdown of the types of projects approved and associated costs. Director Guritz stated he would invite representatives from The Wetlands Initiative to present at an upcoming meeting.

The Finance Committee reviewed forest preserve location maps generated with support of Kendall County GIS. Baker Woods and Millington Forest Preserves may contain a sufficient area of prerequisite hydric soil coverage to meet the Army Corps of Engineers criteria.

## **XII. Executive Session**

None.

## **XIII. Other Items of Business**

Director Guritz reported that a purchase agreement for a new lesson horse is under development. Purchase cost is \$1,000, and the owner will extend a 10-day trial period. The owner will also relocate the horse at a cost of \$1 per mile. The purchase agreement will be placed on the Commission agenda for approval, subject to Ellis staff visiting the barn to perform an assessment and provide recommendations.

DRAFT

**XIV. Citizens to be Heard**

None.

**XV. Adjournment**

Commissioner Wehrli made a motion to adjourn. Seconded by Commissioner Davidson.  
All, aye. Meeting adjourned at 6:30 pm.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District

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

**JANUARY 13, 2016**

**I. Call to Order**

President Wehrli called the meeting to order at 5:37 p.m. in the Kendall County Board Room.

**II. Roll Call**

Commissioners Cullick, Davidson, Gilmour, Gryder, Koukol, Prochaska, Purcell, Shaw, and Wehrli all were present.

**III. Approval of Agenda**

Commissioner Cullick made a motion to approve the agenda as presented. Seconded by Commissioner Koukol. All, aye. Opposed, none. Motion passed unanimously.

**IV. Citizens to be Heard**

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

**V. Director's Report**

Director Guritz reported that Amy Martin is settling into her new position as Equestrian Program Coordinator, and is working to learn our registration and tracking systems. Ellis staff is also working to create a shared calendar for all Ellis functions in order to facilitate communications and scheduling of instructors and event support staff.

Tina Villarreal is working on the 2016 Bridal Expo. Three ads have been placed in local newspaper bridal guides including a \$305 ad in the Kendall County Record which includes the Sandwich Record, Plano Record, and Ledger-Sentinel; a \$250 ad in the Morris, Channahon and Minooka Herald, and a \$104 ad with Free Press Newspapers with distribution in Braidwood, Coal City and Wilmington.

Rebecca Antrim is completing the transition to RecPro. The system needs to be updated to include all Ellis program services, and current program registrants enrolled in programming from December 1, 2015. Additional research and support is needed to address some system capabilities issues including developing the ability to accept and record partial payments.

Joe Rogus with the IDNR will be providing an update on the spread of Chronic Wasting Disease in Kendall County.

Upland Design completed designs of the Hoover Forest Preserve Nature Play-space. Director Guritz stated that cost estimates have been prepared, but the goal is to raise the

funds and volunteer support needed to complete the improvements at no direct cost to the District by phasing in construction and development over time.

A meeting will be held later this month with Speer Financial to review bond refunding opportunities for 2016. Information from the meeting will be presented to the District's Finance Committee for consideration.

## **VI. IDNR Chronic Wasting Disease Update (Joe Rogus-IDNR)**

Joe Rogus, Wildlife Biologist with the Illinois Department of Natural Resources presented updates on the incidence of occurrence of CWD in Kendall County.

The goal is to keep the incidence rate down to 1-2% of the population. In order to monitor spread of the disease, the IDNR harvests deer from areas where CWD has been detected from January 25 through the end of March. IDNR has also established a mandatory check station at Gebhard Woods for the 7-day firearm season in 2015, but with limited data collection results in this first year.

CWD has been detected in deer collected from the Oswego zone, and from responses to requests for assistance with infected deer in the Millbrook area, Baker Woods, and Hoover Forest Preserve. 6 out of 19 samples collected in the Oswego zone tested positive for CWD in 2015. Collection efforts will be expanded to include these four zones in 2016.

IDNR conducted aerial counts of deer in 2015 over a 64 square mile area, roughly 1/5 of the area of Kendall County, counting 524 animals. 300 deer were harvested by hunters in Kendall County in 2015.

Commission discussed a request from the IDNR to allow lethal harvest through sharpshooting within the preserves. Commission denied this request, but communicated consensus to allow the IDNR to retrieve injured deer within forest preserve areas.

## **VII. Hoover Forest Preserve – Stephanie's Garden Nature Play Space Designs (Michelle Kelly – Upland Design)**

Michelle Kelly of Upland Design presented plans for the Nature Play Space at Hoover Forest Preserve. Upland Design donated services to prepare site concept designs and cost estimates to assist with fundraising towards phased development of the site.

The plans presented included elements focusing on water-play, physical play, and artistic expression. The planning process included an initial presentation of designs to the stakeholder's group for input and feedback that took place on November 23, 2015. Play space design focused on creating an area that is safe and ADA accessible, provides engagement over a wide age range, supports and supplements existing educational programs, provides opportunities for both self-directed play and instructor-guided experiences, and is both durable and easy to maintain.

Overall, the main project goals are to create a space that stimulates learning in the natural world; engages children within opportunities for creative play and nature discovery; accommodates the public as well as preschool children; and allows caregivers to actively engage their children, or comfortably step back to allow for independent play.

Upland Design presented themes for the play space area. “Explore” is the first theme, with elements designed to encourage mental, physical and social exploration. This includes the wood cabin area.

“Make” is the second theme, providing opportunities for children to make different sounds, music, and art projects using natural materials.

“Discover” is the third theme, providing opportunities to explore nature including a butterfly garden and native prairie grass maze.

“Build” is the fourth theme, providing play elements utilizing natural materials including water, sticks, and mud.

Upland Design presented play space elements and designs within the four theme areas building on the elements already present. Elements included a log cabin, mud kitchen, butterfly and rain garden, play stage, nature loom, water play area, seating area amphitheater and fire ring, spider-themed prairie grass maze, hobbit tunnel, climbing hills, and effigy mounds (turtle and salamander) that will allow for reuse of excavated material at the site.

Upland Design presented the cost estimates for construction, but suggested that much of the work could be completed with volunteer assistance, with donations of supplies to significantly reduce project costs. The exception to this would be the water play area, which requires specialized contractors to insure that the final element meets code for allowable and intended uses.

Commission discussed the stakeholder’s group constituents, and project history.

Commissioner Davidson expressed appreciation for the plan, but expressed reservations on approving the plan without first having the funding in place.

Commissioner Gryder also expressed appreciation for the plan, but expressed interest in making sure the stakeholder’s group has a process in place for securing Commission approval for each phase of work prior to commencing work.

Commissioner Purcell observed that the fundraising efforts will be required to move the project forward, and questioned whether this project was the District’s priority for donation requests.



Director Guritz stated that regardless of the commitment, project volunteers will need guidance in order to move the project forward.

Commissioner Davidson stated that approval of the plan is needed in order to begin efforts to move the project forward.

Commissioner Gryder stated that naming rights as a policy will need to be discussed with the Board of Commissioners before these rights are communicated to potential donors.

Commissioner Purcell adjourned from the meeting.

Commission provided direction to engage the stakeholder's group to confirm commitment to the project, with consideration put forward on ground rules and drafted policies for moving forward, including ensuring that funding, labor, and supplies needed for a particular phase are in place before starting work to complete each project phase.

### **VIII. WIPFLi, Inc. Updated Letter of Engagement**

Director Guritz provided an updated letter of engagement from WIPFLi, Inc. The letter was updated to include an audit of the federal Land and Water Conservation Fund grant secured as part of the Fox River Bluffs acquisition. A change order was requested from WIPFLi, Inc. to include this scope of work, with the fee subsequently waived at the request of President Wehrli.

### **IX. Wetland Mitigation Banking Discussion**

Commissioner Gryder reported that from the recent ZPAC meeting, wetland mitigation was required for a Fox Metro Water Reclamation District project. In accordance with the US Army Corps of Engineers requirements, the District purchased three wetland credits from the DeKalb County Forest Preserve District. There were no wetland bank credits available for purchase within Kendall County, which opened up discussions on establishing credits for sale on the open market in Kendall County. Fox Metro purchased credits at a cost of \$40,000 per mitigation acre.

Director Guritz provided background on the concept of mitigation banking. The DeKalb County Forest Preserve District created wetland acres it was able to offer on the open market for credit at their Afton Forest Preserve mitigation area. Afton is located along a stream corridor where the DeKalb County Forest Preserve District restored the hydrologic function and wetland vegetation to a 50-acre area. The credits were purchased from various entities over time, and a report was provided detailing the total acreage sold to each.



Director Guritz reported that the work has to go in ahead of time. The wetland areas need to be restored ahead of offering credits for sale, with annual monitoring performed to insure that the quality of the restoration is sustained.

Commissioner Gryder reported that wetland mitigation has been performed in Kendall County in the past for the Orchard Road bridge project.

President Wehrli stated that at this point, efforts are underway to determine if there are potential wetland restoration project areas within forest preserve holdings.

Director Guritz reported that he was working with Kendall County GIS to identify potential project sites. Township maps showing the locations of hydric soils in Kendall County were included in the Commission packets.

#### **X. Baker Woods Forest Preserve – Farm Operator Bid Results**

Director Guritz reported that five bids were received, with Kyle Connell submitting the highest bid of \$202.65 per acre.

President Wehrli stated that the contract will be prepared for approval at the upcoming Commission meeting.

#### **XI. Ellis Summer Camp Schedule and Fees**

Director Guritz presented an updated summer camp fee schedule. The updated schedule includes additional 2-day camp offerings recommended by the Programming and Events Committee. The additional 2-day offerings provide a buffer within the current fiscal year budget for student enrollment should the camps not fill to capacity. The summer camp fee schedule will be presented at the upcoming Commission meeting for approval.

#### **XII. Natural Beginnings Enrollment Updates and Proposed 2-Day Afternoon Session**

Director Guritz reported that there are wait lists for all Natural Beginnings sessions scheduled for 2016. Megan Gessler has requested consideration to open an afternoon 2-day session with a minimum enrollment of eight students. Approval of the additional session will be presented at the upcoming Commission meeting for approval.

#### **XIII. Other Items of Business**

None.

#### **XIV. Citizens to Be Heard**

No public comments were offered by those in attendance.

## **XV. Executive Session**

Commissioner Davidson made a motion to enter into executive session under 2(c)5 of the Open Meetings Act for the purpose of discussing the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; and 2(c)21 for the purpose of discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Seconded by Commissioner Koukol.

Roll Call: Commissioners Cullick, Davidson, Gilmour, Gryder, Koukol, Prochaska, Shaw, and Wehrli, aye. Executive Session called to order at 7:10 pm.

Commissioner Davidson made a motion to adjourn from executive session. Seconded by Commissioner Prochaska. All, aye. Regular meeting reconvened at 7:30 pm.

## **XVI. Adjournment**

Commissioner Prochaska made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none. Meeting adjourned at 7:32 pm.

Respectfully submitted,

David Guritz  
Director, Kendall County Forest Preserve District

To: Kendall County Forest Preserve District Finance Committee

From: Emily Dombrowski, Environmental Education Coordinator

RE: Follow-Up Report – Counselor in Training Program

Date: January 28, 2016

Based on the information given by the State's Attorney's Office, as well as using other park district and forest preserve district programs as examples, staff recommends we move forward with plans to offer a Counselors in Training Program as outlined below:

1. The proposed program fee is \$200.00.
2. Provide a background check to program applicants 16 years of age or older.
3. We will not consider the participants mandated reporters but we will provide training on this standard requirement within their training sessions.
4. Counselors in Training will be considered District volunteers within a job shadowing program.
5. A screening process will be established where registrants complete a questionnaire packet, and initial meeting accompanied by parents.
6. We will post the application materials on February 17<sup>th</sup>, with a deadline for submission of April 15<sup>th</sup> to be considered for the program.

Thank you for your review and consideration.



## Counselor in Training Questionnaire

Thank you for your interest in the Kendall County Forest Preserve's Counselor in Training program. The goal of this CIT program is to help teens develop leadership skills and build a solid foundation for future employment.

Being a CIT is a very different experience than that of being a camper. All accepted CIT's are expected to:

- Attend a CIT training day with the goal of providing CIT's the tools needed to work with campers
- Present themselves as role models to staff and campers
- Be willing to participate fully in all the camp programs and activities and be a positive influence on the camp community
- Assist the camp staff to provide the best possible camp experience for you, your fellow CIT's, and campers

**The dates for the program are: (please choose one)**

CIT A: June 13-17, June 27- July 1, July 18-22, August 1-5

CIT B: June 20-24, July 11-15, July 25<sup>th</sup>-29<sup>th</sup>, August 1-5

**Our counselor in training program is very selective. We have high expectations for our participants. Please read and consider the following before submitting our questionnaire forms:**

- We have reserved these slots for campers who show leadership potential and have a desire to excel in the camp setting. This is demonstrated through the questionnaire and the expectations review meeting.
- Submission of the questionnaire does indicate an acceptance into the CIT program.
- The \$200 program fee will not be accepted until the applicant is accepted into the CIT program

**By signing below, you and your guardian understand and acknowledge these terms:**

Applicant signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/guardian signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Questionnaire deadline: April 15<sup>th</sup>, 2016**

**Please turn in all paper work to 110 W. Madison St Yorkville IL 60560  
or email edombrowski@co.kendall.il.us**

Thank you for your interest in our counselor in training program. Please note that CIT candidates should be 14-16 years old. Placements in the CIT program are limited. **A questionnaire filled out for the CIT program does not guarantee acceptance into the program.** A program expectation review meeting with a parent/guardian will also be required. We hope to provide our campers with the strongest possible CIT participants.

Camper name: \_\_\_\_\_

Camper phone: \_\_\_\_\_ Camper email: \_\_\_\_\_

Camper Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_

Male Current Grade: \_\_\_\_\_

Female Shirt Size: \_\_\_\_\_

Please choose one of the following:

- CIT A- June 13-17, June 27- July 1, July 18-22, August 1-5
- CIT B- June 20-24, July 11-15, July 25<sup>th</sup>-29<sup>th</sup>, August 1-5

**What do you expect to gain from this CIT program?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Describe any extracurricular, team or club activities that you belong to:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Why do you think that it is important for kids to attend summer camp, particularly one that introduces them to nature?**

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**Questionnaire deadline: April 15<sup>th</sup>, 2016**  
**Please turn in all paper work to 110 W. Madison St Yorkville II 60560**  
**or email [edombrowski@co.kendall.il.us](mailto:edombrowski@co.kendall.il.us)**

Kendall County Forest Preserve District  
 Spring Public Program Budget: Fees and Charges  
 20-Jan-16

Name of Program	Date	Location	Age	Fee	Length of Program- Including set-up and clean-up	Reg. Min	Reg. Max	Est. Sal.	Est. Supp	Net Gain (Range)
Maple Syrup Program	5-Mar	Meadowhawk Lodge	All Ages	\$15 per family	3 hours	15	100	\$147.00	\$300*	\$78-\$1353
Toddling Naturalist- Maple Syruping	8-Mar	Meadowhawk Lodge	One-Three	\$5 per child	2 hours	6	15	\$28.00	\$0.00	\$2-\$47
Babes in the Woods- Arts and Crafts	15-Mar	Meadowhawk Lodge	Four- Six	\$5 per child	2 hours	6	15	\$28.00	\$0.00	\$2-\$47
Toddling Naturalist- Wiggilin' Worms	31-Mar	Meadowhawk Lodge	One-Three	\$5 per child	2 hours	6	15	\$28.00	\$0.00	\$2-\$47
Babes in the Woods- Waking up Spring	5-Apr	Meadowhawk Lodge	Four- Six	\$5 per child	2 hours	6	15	\$28.00	\$0.00	\$2-\$47
Toddling Naturalist- Earth Day Celebration	22-Apr	Eagle's Nest Pavillion	One-Three	\$5 per child	2 hours	6	15	\$28.00	\$0.00	\$2-\$47
Babes in the Woods- Earth Day Celebration	22-Apr	Eagle's Nest Pavillion	Four- Six	\$5 per child	2 hours	6	15	\$28.00	\$0.00	\$2-\$47
Wildflower Walk	30-Apr	Lyon Forest Preserve	All Ages	\$5 per participant	2 hours	7	15	\$28.00	\$5.00	\$2-\$42
Toddling Naturalist- Buzz about Bees	2-May	Eagle's Nest Pavillion	One-Three	\$5 per child	2 hours	6	15	\$28.00	\$0.00	\$2-\$47
Babes in the Woods- Insect Explorers	20-May	Eagle's Nest Pavillion	Four- Six	\$5 per child	2 hours	6	15	\$28.00	\$0.00	\$2-\$47
* \$3000 has been donated by the Forest Foundation for the Maple Syrup Program										
\$96-\$1771										

## Kendall County Forest Preserve District Spring Programs

### **March 5<sup>th</sup>- Maple Syrup Program**

**Ages:** All Ages

**Location:** Hoover Forest Preserve- Meadowhawk Lodge

**Time:** 9-11 am

**Price:** \$5 per person or \$15 for a family up to 4, \$2 for each additional family member

Take a guided hike through the Woods at Hoover Forest Preserve to learn all about the basics of making maple syrup. After the hike, enjoy a pancake breakfast with real maple syrup.

### **March 8<sup>th</sup>- Toddling Naturalist- Maple Syruping**

**Ages:** 1-3

**Location:** Meadowhawk Lodge

**Time:** 10-11 am

**Price:** \$5

Everyone loves a sweet treat! Come out and learn about how maple syrup is made. We will take a short hike to one of our tapped trees and enjoy a small sample of real maple syrup. We will be outside for some of the program, please dress for the weather!

### **March 15<sup>th</sup>-Babes in the Woods-Arts and Crafts**

**Ages:** 4-6

**Location:** Hoover Forest Preserve, Meadowhawk Lodge

**Time:** 1-2 pm

**Price:** \$5

Time to get crafty! Spend the afternoon making nature inspired crafts. We will go for a short hike and spend the rest of our time painting, stamping, gluing and more!

### **March 31<sup>st</sup>-Toddling Naturalist – Wigglin' Worms**

**Ages:** 1-3

**Location:** Meadowhawk Lodge

**Time:** 10-11 am

**Price:** \$5

These slimy friends help our plants by making rich soil. Come and explore these awesome creatures as we learn what they eat, how they move, and even what they feel like!



**April 5<sup>th</sup>-Babes in the Woods- Waking up Spring**

**Ages:** 4-6

**Location:** Richard Young Picnic Shelter

**Time:** 1-2 pm

**Price:** \$5

The snow is starting to melt and the days are getting warmer. Come see the changes that are happening right before our eyes. We will take a hike, make a craft, and read a story!

**April 22<sup>nd</sup>- Toddling Naturalist- Earth Day Celebration**

**Ages:** 1-3

**Location:** Hoover Forest Preserve- Eagle's Nest Pavillion

**Time:** 10-11 am

**Price:** \$5

Come out and celebrate Earth Day! We will be exploring our lovely home, The Earth, through crafts, stories, and exploring. We plan to enjoy the fresh air, so please dress for the weather.

**April 22<sup>nd</sup>- Babes in the Woods-Earth Day Celebration**

**Ages:** 4-6

**Location:** Hoover Forest Preserve-Eagles Nest Pavilion

**Time:** 1-2 pm

**Price:** \$5

Come out and celebrate Earth Day! We will be exploring our lovely home, The Earth, through crafts, stories, and exploring. We plan to enjoy the fresh air, so please dress for the weather.

**April 30<sup>th</sup>- Wildflower Walk**

**Ages:** All

**Location:** Lyon Forest Preserve

**Time:** 10-11:30 am

**Price:** \$5

The spring is a perfect time to see flowers blooming. Spend an hour or so on a guided hike to see what plants are coming up and blooming. Enjoy a small snack after the hike!

**May 2<sup>nd</sup>-Toddling Naturalist- Awesome Amphibians**

**Ages:** 1-3

**Location:** Harris, Shelter 4

**Time:** 10-11 am

**Price:** \$5

Come and spend the morning learning all about frogs, toads and salamanders! We will explore a pond, make a craft and read a story. Come prepared to get muddy!

**May 20<sup>th</sup> - Babes in the Woods- Insect Explorers**

**Ages:** 4-6

**Location:** Meadowhawk Lodge

**Time:** 10-11am

**Price:** \$5

Head, thorax, abdomen! In this program we will learn all about our six-legged friends. Come ready to explore the homes of insects and see some up close.