

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Director

RE: May 2016 Director's Report

Date: June 14, 2016

### **Meetings, Events, and Programs**

May 6	Rich McCaslin - Ellis ADA Sidewalk and Entry Project Inspection
May 9 & 10	Bug Fest Programs
May 12	Natural Resource Tour
May 13	The Conservation Foundation – Stormwater Conference at Ellis House
May 14	Maramech Forest Preserve Restoration Work Day
May 15	Forest Foundation – Hoover Nature Playspace Committee Meeting
May 21	Maramech Forest Preserve Restoration Work Day
May 21	Ellis Wedding Event
May 22	Millbrook United Methodist Church Presentation
May 23	USIC Private Utility Marking @ Hoover Forest Preserve
May 24	Meeting with Charles Shrader & Associates – Laura Stuart
May 24	ICC Petition Phone Consult with Kathleen Orr, Attorney (Yorkville)
June 7	Floristic Quality Preliminary Survey – Little Rock Creek Acquisition
June 7	Hoover Monitoring Line Testing
June 8	Ellis Refrigerator Pickup and Install
June 9	Subat Drainage Inspection Meeting
June 13	KC Highway Department Meeting – Hoover FP Temporary Easement
June 16	ICC Petition – Site Meeting
June 16	CMAQ Regional Greenways and Trail Plan Update Meeting
June 17	Drainage District Hearing

### **Priority Project Updates**

#### OSLAD/LWCF Grant Application and Public Hearing

A public hearing is scheduled for Monday, June 20, 2016 at 7 pm at the Kendall County Historic Courthouse to provide the public with an overview and opportunity for comment on the proposed OSLAD/LWCF grant application to purchase lands adjacent to Maramech Forest Preserve. Charles Shrader & Associates is providing guidance with the development of the application. At this stage, the District has completed a project map, secured appraisals for the parcels under consideration, documented habitat resources, and secured a commitment for title insurance. Over the next two weeks, the remaining checklist items will be completed, and submitted to the Illinois Department of Natural Resources pending Commission approval of the grant application resolution.

#### Forest Foundation Updates

The Forest Foundation has received the work plan for the Hoover Nature Play Space Phase 1a project. Work has begun to extend the water service line for the water play elements.

The Forest Foundation approved development of a Mazda Foundation grant application to support educational outreach efforts tied to Maramech Forest Preserve restoration efforts. Plano SD 88 and Oswego SD 308 have expressed interest in the programming and restoration initiative.

### Stephanie's Garden / Hoover Nature Play Space Updates

The Stakeholders' Group approved the construction plan and budget for completion of the Phase 1a site plan. Work has begun on water service line, mud kitchen, and development of the butterfly garden.

### Position Openings

The District has filled the Natural Beginnings Lead Instructor position. Jessica Vosburgh is receiving training to lead the afternoon session in the 16-17 preschool program year. Recruitment is still active for the part time Environmental Education Instructor position(s), and the part time Grounds Maintenance position.

### Sunrise Center - North

Sunrise Center North has relocated to Ellis and has provided payment for the first month of their lease agreement.

The door to the indoor riding arena will be installed next week. Pasture fencing improvements will be completed over the summer months.

Completion of the second feedlot will commence once donations of labor and materials are secured, with the goal of completing this project by the end of November of this year.

### US Fish & Wildlife Service – Cooperative Program Agreement

The District has received notification of award of a \$5,000 grant through the Partnership for Fish and Wildlife Program. Within the proposed agreement, the District will contribute a 1:1 funding match of \$5,000 towards a \$10,000 restoration project budget for continued restoration of Maramech Forest Preserve. The project will be managed in partnership with the US Fish and Wildlife Service, with the agreement documents presented for approval at the June 21, 2016 Commission meeting.

### Marketing Updates

The new storefront website (<http://kendallforest.com>) is now published. We are continuing to review the content and in process of requesting final changes.

The District has also published the new storefront promotional website for Ellis House and Meadowhawk Lodge on "The Knot" within this timeframe.

Environmental Education and Equestrian Center summer programs are experiencing an uptick in summer camp registrations credited to the Facebook ad campaigns.

The Stepping Stones summer eNewsletter will be distributed this week.

### Hoover Fire Alarm Monitoring Updates

AB Links completed tone testing of the existing lines from The Rookery out to the bunkhouses. USIC completed a locate of the 25-pair cables between buildings. Wire Wizard was out retesting line pairs, and identified a pair that was not experiencing ground fault issues during testing. Monitoring of the Blazing Star Bunkhouse was restored, with replacement of a faulty surge protector scheduled to occur once received. The system trouble alarm sounded this morning and we will be working to determine the cause.

#### Millbrook Bridge Inspection

A preliminary review of permitting requirements is scheduled with HLR Engineering on Thursday, June 23. The site meeting will help provide insights into restoration or demolition approaches that would require permitting in advance of the work to be performed.

#### ICC Petition Meeting

A meeting is scheduled for Thursday, June 16 at Hoover Forest Preserve with representatives from Yorkville, Illinois Railway-Omnitrax, Illinois Department of Transportation, and the Illinois Commerce Commission to discuss the proposed rail crossing improvements and dedication of a public crossing currently under ICC review. The ICC hearing is scheduled for July 6, 2016 at 10 am.

#### CMAP Greenways and Trail Map Updates

A meeting is scheduled for Thursday, June 16 at Hoover Forest Preserve to review and update the CMAP Greenways and Regional Trail Map for Kendall County.

#### Subat Forest Preserve Updates

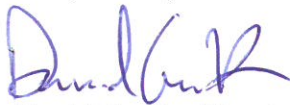
A preliminary inspection of site drainage issues at Subat Forest Preserve was held with Bill Davis. The District is working to schedule a drone flight over District property to determine if there are any remaining beaver dam structures in place on adjoining property to the west that continue to impact water levels. One of the beaver dam structures has been notched, and water is slowly draining down Rob Roy Creek, and through the Eldamain Road culvert.

The District is reviewing improvements made to the drain tile system after purchase. Water level control structures are present on both the Beck property, and Subat Forest Preserve, but water levels prevented inspection of the Subat adjustable riser boards. In speaking with Superintendent Olson, all riser boards are removed from the Subat water control structure. The structure on Beck's property is damaged, and the perforated tile installed as part of Subat Forest Preserve improvements are currently submerged due to elevated water levels. The District is working to find records of the tile improvements made.

#### Cannonball Sedge Meadow

The District received a complaint from a neighbor adjacent to the Cannonball Sedge Meadow parcel along Blackberry Creek. A site meeting is scheduled for next week.

Respectfully submitted,



David Guritz, Director

# KENDALL COUNTY FOREST PRESERVE

MONTHLY REPORT – MAY 2016

## RESERVATIONS / Responsibilities

### Harris Forest Preserve

22 External - 810 guests

Guests: Family Reunion Graduation Open Houses  
Kindergarten Graduation Wrestling Club Banquet  
4H Practice KCHSA Meeting  
Birthday Party

### Jay Woods, Richard Young and Subat Forest Preserves

1 External - 75 guests  
Guests: P350 Cross-over Picnic

### Hoover Forest Preserve (includes Meadowhawk Lodge & KC Outdoor Education Center)

0 Internal events: 0 guests:

17 External events: 608 guests

Guests: Fantasy Reenactment Group Trailblazers Youth/Parent Outing  
Birthday Party Family Reunion  
Scout Troops: P347, T48, T286/P3286, T19, T1426

Meadowhawk Lodge: 2 External events: 170 Guests  
Church Dinner  
First Communion

KC Outdoor Education Center: Plano, Sandwich, Yorkville & outside groups.  
Total Guests: No information received

### Historic Courthouse

Internal: 0 events – 0 guests  
Guests:

External: 13 events – 260 guests

Guests: ROE: Truancy Hearing, Bus Driver Training & Retired Teachers Meeting  
Weight Control Meetings Forest Foundation  
KC Animal Control – Orientation Meeting 4H Monthly Meeting  
KC Court Probation Services  
Classic Guitar Recital

# KENDALL COUNTY FOREST PRESERVE

MONTHLY REPORT – MAY 2016

## RESERVATIONS / Responsibilities

### *Responsibilities:*

→ Director Assistance: I assist David Guritz on the Forest Preserve's meeting agenda's, meeting packets and the posting of these items on the website and building bulletin boards. I also assist in any Human Resource activities such as gathering New Hire paperwork & sending to Payroll.

ReCPro Start Up: I am still in the process of entering all of Ellis programs, house events and weddings into ReCPro. I have attached revenue reports generated from ReCPro for facility rentals, courthouse rentals and education programs for the month of May 2016.

Worked with Kim Olson on time sheets and turning in the Payroll vouchers for the pay periods in May. Updated the part time hour's monthly report and sent to Glenn Campos.

Kim Olson & I worked together on Accounts Payables for the voucher periods in May. We reviewed all invoices and entered the vendor number and line item that was to be charged. All vouchers were entered into the system and printed out claims listing.

I worked with Republic Services (refuse pickup) regarding our account for Ellis, Harris & Hoover. They discontinued service (Thursday before Memorial Day) to Ellis for late payment, which payment had been made in a timely manner. Pick-up was conducted prior to the busy holiday weekend scheduled at Ellis.

→ Education Program Registration: Received phone calls and e-mails regarding education programs. Summer camp registrations have been coming in and entered into RecPro. Starting in June, I will be sending out summer camp letters to parents every week.

→ Field Trips: Entered 3 additional field trips. Received payments for the upcoming field trips.

→ Accounts Receivable: Entered all checks and cash received onto individual department spreadsheet. Keeping track of education program deposits for all programs, field trips, and Natural Beginnings and all shelter and bunkhouse rentals. Credit Card transaction deposit was completed and deposited. All Ellis receipts for deposits are entered onto spreadsheet and deposit form and given to David Guritz for his signature.

→ Site Trak: (shelter & bunkhouse reservations): Reservations are still being entered into Site Trak in addition to ReCPro for scheduling purposes, but permits are being generated from ReCPro and sent out.

→ Meadowhawk Lodge Tour: I conducted a tour of Meadowhawk Lodge for a possible wedding ceremony & reception scheduled for June 17, 2017. During this tour, I also showed them the bunkhouses since they mentioned several out of town guests. They are currently filling out request form for the Lodge & 2 bunkhouse rentals for June 2017.

→ Additional Activities: Hayley Hawkinson, a local Wedding Coordinator, stopped in and toured the Historic Courthouse & posted this on her wedding blog. I will be showing her Meadowhawk Lodge in June as she will be putting the information for the lodge on her blog also. There is no fee for this advertisement.

*Becky Antrim, Administrative Assistant / Reservation Coordinator*

# Course Revenue - Summary Report

## Summer 2016

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### Environmental Education

#### Public Programs

Course#	Course Title	Revenue	Actual Enroll	Max Enroll	% Full	Revenue Not Realized
41	Birthday Party: Hike and a Creek Walk	\$0.00	0	30	0%	\$4,500.00
66	Toddling Naturalist: Beautiful Butterflies	\$0.00	4	16	25%	\$60.00
67	Babes in the Woods: Creek Walk	\$0.00	3	16	19%	\$65.00
68	Toddling Naturalist: Creek Walk	\$0.00	1	16	6%	\$75.00
69	Babes in the Woods: Camouflage 101	\$0.00	3	16	19%	\$65.00
70	Toddling Naturalist: Forest Friends	\$0.00	1	16	6%	\$75.00
71	Babes in the Woods: Fun at the Pond	\$0.00	3	16	19%	\$65.00
72	Family Night Hike & Campfire	\$0.00	0	30	0%	\$150.00
<b>Totals For Public Programs</b>		<b>\$0.00</b>	<b>15</b>	<b>156</b>	<b>10%</b>	<b>\$5,055.00</b>

#### Summer Camp

Course#	Course Title	Revenue	Actual Enroll	Max Enroll	% Full	Revenue Not Realized
44	Wee Wonders Habitat Exploration -week of June 27th	\$120.00	8	16	50%	\$240.00
45	Wee Wonders of Water - week of July 18	\$210.00	15	16	94%	\$30.00
46-A	Animal Senses - Week of June 13	\$240.00	5	16	31%	\$1,320.00
46-B	Animal Senses - Week of June 27	\$240.00	5	16	31%	\$1,320.00
46-C	Animal Senses - Week of July 25	\$0.00	0	16	0%	\$1,920.00
47-A	Wet, Wetter, Wettest - week of July 11th	\$0.00	0	16	0%	\$1,920.00
47-B	Wet, Wetter, Wettest - week of July 18th	\$360.00	6	16	38%	\$1,200.00
47-C	Wet, Wetter, Wettest - week of Aug 1st	\$120.00	5	16	31%	\$1,320.00
48-A	Magic School Bus (half day) - w/o June 13	\$0.00	0	16	0%	\$1,920.00
48-B	Magic School Bus (half day) - w/o June 27	\$0.00	1	16	6%	\$1,800.00
49	Magic School Bus (full day) - w/o July 18	\$175.00	6	16	38%	\$1,750.00
50-A	Wild Kratts - week of July 11	\$360.00	5	16	31%	\$1,320.00
50-B	Wild Kratts - week of Aug 1	\$120.00	13	16	81%	\$360.00
51	Sunset Adventures - week of July 11	\$120.00	3	16	19%	\$1,560.00
52	Walk in the Wild - General Nature - w/o June 27	\$0.00	6	16	38%	\$1,750.00
53-A	Mad Science - week of June 13	\$0.00	1	16	6%	\$1,800.00
53-B	Mad Science - week of July 18	\$240.00	4	16	25%	\$1,440.00
54-A	HydroRock! - week of June 20	\$0.00	0	16	0%	\$1,920.00
54-B	HydroRock! - week of Aug 1	\$360.00	11	16	69%	\$600.00
55-A	Adventure Road - week of June 13	\$175.00	1	10	10%	\$1,575.00
55-B	Adventure Road - week of Aug 1	\$350.00	9	10	90%	\$175.00
56-A	Follow the Fox - week of June 20	\$0.00	0	16	0%	\$3,120.00
56-B	Follow the Fox - week of July 25	\$585.00	9	16	56%	\$1,365.00
57-A	Nature Quest - week of June 27	\$0.00	16	16	100%	\$0.00
57-B	Nature Quest - week of July 11	\$0.00	16	16	100%	\$0.00
<b>Totals For Summer Camp</b>		<b>\$3,775.00</b>	<b>145</b>	<b>388</b>	<b>37%</b>	<b>\$31,725.00</b>
<b>Totals For Environmental Education</b>		<b>\$3,775.00</b>	<b>160</b>	<b>544</b>	<b>29%</b>	<b>\$36,780.00</b>
<b>Grand Totals</b>		<b>\$3,775.00</b>	<b>160</b>	<b>544</b>	<b>29%</b>	<b>\$36,780.00</b>

# Facility Revenue - Summary Report

Receipt Dates: 5/1/2016 - 5/31/2016

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Facility Category Forest Preserve

Facility	Room	Use Type	Revenue	Refund	Total
Hoover Forest Preserve	Blazing Star	Birthday Party	\$400.00		\$400.00
Hoover Forest Preserve	Blazing Star	Scout Outing	\$465.00		\$465.00
Hoover Forest Preserve	Kingfisher	Birthday Party	\$360.00		\$360.00
Hoover Forest Preserve	Kingfisher	Family Outing	\$680.00		\$680.00
Hoover Forest Preserve	Family Campsite 1	Family Outing	\$65.00		\$65.00
Hoover Forest Preserve	Group Campsite A	Scout Outing	\$115.00		\$115.00
Hoover Forest Preserve	Group Campsite B	Family Outing	\$185.00		\$185.00
Hoover Forest Preserve	Group Campsite B	Scout Outing	\$225.00		\$225.00
Hoover Forest Preserve	Group Campsite C	Scout Outing	\$370.00		\$370.00
Hoover Forest Preserve	Meadowhawk Lodge	Bridal Shower	\$300.00		\$300.00
Hoover Forest Preserve	Meadowhawk Lodge	Other	\$330.00		\$330.00
Harris Forest Preserve	Shelter 1	Banquet	\$50.00		\$50.00
Harris Forest Preserve	Shelter 1	Birthday Party	\$50.00		\$50.00
Harris Forest Preserve	Shelter 1	Family Outing	\$50.00		\$50.00
Harris Forest Preserve	Shelter 1	Scout Outing	\$50.00		\$50.00
Harris Forest Preserve	Shelter 2	Birthday Party	\$50.00		\$50.00
Harris Forest Preserve	Shelter 2	Family Reunion	\$50.00		\$50.00
Harris Forest Preserve	Shelter 2	Scout Outing	\$50.00		\$50.00
Harris Forest Preserve	Shelter 4	Birthday Party	\$50.00		\$50.00
Harris Forest Preserve	Shelter 4	Family Reunion	\$50.00		\$50.00
Harris Forest Preserve	Shelter 7	Family Outing	\$75.00		\$75.00
Jay Woods Forest Preserve	Jay Woods	Graduation Open House	\$50.00		\$50.00
<b>Totals For Forest Preserve</b>			<b>\$4,070.00</b>		<b>\$4,070.00</b>
<b>Room Rental Totals</b>			<b>\$4,070.00</b>		<b>\$4,070.00</b>



# Facility Revenue - Summary Report

Receipt Dates: 5/1/2016 - 5/31/2016

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Package	Revenue	Refund	Total
Shelter 1 & 4 - Harris Forest Preserve	\$75.00		\$75.00
<b>Package Rental Totals</b>	<b>\$75.00</b>		<b>\$75.00</b>
<b>Grand Totals</b>	<b>\$4,145.00</b>	<b>\$0.00</b>	<b>\$4,145.00</b>





# Merchandise Revenue - Summary

## Receipt Dates: 5/1/2016 - 5/31/2016

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### Ellis - Credit Card Revenue

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Credit Card Revenue	1	\$0.88	0		1	\$0.88
<b>Ellis - Credit Card Revenue</b>		<b>\$0.88</b>				<b>\$0.88</b>

### Ellis House

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
5K Event	1	\$35.00	0		1	\$35.00
Miscellaneous Events (Showers, B'day Parties, etc)	2	\$430.00	1	(\$125.00)	1	\$305.00
<b>Ellis House</b>		<b>\$465.00</b>		<b>(\$125.00)</b>		<b>\$340.00</b>

### Riding Lessons

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Riding Lessons - Package - Non-County	6	\$1,080.00	0		6	\$1,080.00
<b>Riding Lessons</b>		<b>\$1,080.00</b>				<b>\$1,080.00</b>

### Security Deposit

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Other Rentals - Security Deposits	5	\$525.00	0		5	\$525.00
Weddings - Security Deposit	1	\$1,000.00	0		1	\$1,000.00
<b>Security Deposit</b>		<b>\$1,525.00</b>				<b>\$1,525.00</b>

### Weddings



# Merchandise Revenue - Summary

Receipt Dates: 5/1/2016 - 5/31/2016

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Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Weddings	1	\$3,425.00	0		1	\$3,425.00
Weddings		\$3,425.00				\$3,425.00
Grand Totals		\$6,495.88		(\$125.00)		\$6,370.88



## GROUNDS & MAINTENANCE STAFF REPORT

MAY 2016

Kim Olson, Superintendent

Kim Olson, Patrick Higgins and Ron Smrz - *Maintain all KCFPD properties.*

Jay Teckenbrock - *maintain Hoover*

### **MAY - PATRICK HIGGINS AND RON SMRZ**

- Patrick and Ron open all preserves each weekday by 8am.
- Ron and Patrick turned on the water system for the Season at Harris.
- Ron and Patrick helped Marty with a gate at Ellis.
- Patrick assisted me with retrieving Lagoon testing samples at Hoover.
- Ron and Patrick painted over graffiti on the big bridge at BBT.
- We all assisted in taking the stage to and from Memorial Park for the City's Memorial Day festivities, two separate mornings, there and then back.
- Patrick and Ron continue to carry the majority of the duties for all of the preserves. They continue to assist with Jay's training, when needed.
- Mowing and spraying has dominated all of our time as the rains have created a plush...almost tropical environment to be kept tamed.
- The flow of visitors still continues to be in record numbers, which creates more work and monitoring/repairs of the damages that are occurring. Vandals have struck at BBT, Lyon and Young quite extensively.
- We are still concentrating on keeping the preserves safe and clean. In the plight of a skeleton staff we are pulled very thin and doing the very best that we can. The signs of the deficit are becoming more and more apparent. Painting, repairs and restoration are being "triaged" and done in the order of urgency/safety.
- Sadly, Restoration is the last on the list and is suffering greatly.
- Ash Tree removal continues to be an ongoing endeavor, both by us and by companies when too hazardous for us...and will continue for years to come.
- Patrick and Ron continue hauling TONS (literally) of stone for road repair, particularly at Hoover.
- Cliff Oleson opens on Sundays and Holidays.

### **MAY -KIM OLSON**

- I try to assist in payroll, vouchers, reservations, mail, etc. however the Season is demanding me in the field.
- I continue to close the preserves 4 nights a week until past 11pm at times in the medical absence of Jeannie Leland.
- I continue in the training of Jay Teckenbrock to learn his post at Hoover. He is coming along quite nicely; it takes a full year of all four Seasons to fully be trained. I continue the re-structuring and juggling scheduling of all the various duties with a sparse part time staff as needed to accommodate Hoover responsibilities required. Hoover demands a 24/7/365 schedule for the bunkhouses and Meadowhawk Lodge functions
- I assisted in the preparation, during and clean up of the 5K SKY race at Hoover.
- I accompanied Fran Klass of the KCHWY Dept to educate him and his Summer intern of the invasives that are marching their way across Kendall County on the roadsides and rights of ways. Roadside mowing is one of the enablers of their invasion.
- I continue to be busy making the arrangements/researching and assisting in all repairs, apts., ordering parts as needed for all the break downs that have been occurring!
- I assist to arrange for all parts, scheduling repairs for all infrastructures.
- I have been doing the Lagoon H2O testing when required.

- I make the schedule and fill in where needed for all staff as needed to keep things running safe.
- I work closely with Dave and Becky to plan and manage all that is needed to keep things running and in order.

### **HOOVER:**

- Jay is coming along very well, and has taken charge of the Hoover grounds with flying colors. He assisted graciously in the SKY 5k also.
- Jay has been feverishly trying to keep up with the demand of firewood supplies due to the increased rentals. We require the “buddy system” for safety purposes and his lack of full time staff weighs heavily on almost every task that needs to be performed at Hoover, splitting firewood being one of the most demanding.
- The reservations and visitors at Hoover have been challenging with both the maintenance they create and fielding/monitoring the people’s questions and activities.
- Jay continues to learn and grow and is doing an amazing job of adapting to the responsibilities and needs to keep Hoover shining! Thank you Jay!
- Jay continues training our new addition Mickey Downey part time. Mickey is a welcome addition to the team.
- Chris Bazos assists on weekends with overnight guests, “check ins and outs”, camper needs and various duties to keep things running.
- Jared Anderson closes, opens and cleans part time.

### **ROUTINE DUTIES-FULL AND PART TIME STAFF**

- The full time staff is responsible for ALL maintenance required to successfully run the Kendall County Forest Preserve District properties. This includes but is not limited to the following:  
**Opening/closing, electrical, plumbing, carpentry, equipment operation, mechanical / equipment repairs, painting, herbicide application, prescribed burns, logging records of all restoration/herbicide efforts, tree removal, demolition/building of structures, snow removal, testing of water supplies, cleaning of all buildings, Forest/Prairie restoration, road, parking lots and trail maintenance, education, various ordering and picking up of all supplies, and mowing.**



### **Board Updates May, 2016**

#### **House Bookings:**

- May 1, 2016 – Bridal Shower
- May 7, 2016 – 1<sup>st</sup> Communion
- May 13, 2016 – Conservation Foundation
- May 21, 2016 – Wedding – Joliet. Well the first time we heard about it was my sister saying that her high school class was thinking about having their reunion there. But then we basically googled outside wedding venues. When we saw that there was going to be a bridal expo there it was a no brainer that we should go and see! Booked: 4/10/15
- May 28, 2016 – Wedding – Minooka – I went to a wedding there for Kyle McKenna Booked: 6/26/15 - **CXLD**
- May 29, 2016 – Wedding – Plano – The knot. Booked: 7/17/2015
- June 11, 2016 – Wedding – Michael has been to two different wedding, and my future mother-in-law found a wedding expo flyer online. Shorewood – Booked: 5/24/15
- June 25, 2016 – Wedding – Plainfield. We went to the event that you held a little while ago and got information that way. It was the expo if I recall! Booked: 3/7/15
- July 2, 2016 – Wedding – Oswego – I think I found it on the knot or rustic weddings site and Mark from Uncle Bubs brought it up later. Booked: 11/22/2015
- July 9, 2016 – Wedding – Tinley Park – Dan found your venue from searching the internet. He thinks he saw it listed on rustic bride. Booked: 6/6/2015
- August 13, 2016 – Baby Shower
- August 20, 2016 – Wedding – Worth – The Bridal expo! :) Booked: 7/1/15
- August 27, 2016 – Wedding – Morris – Dollinger Pumpkin Farm referred me after I had contacted them on a possible venue with them. Booked: 8/19/15
- September 3, 2016 – Wedding – Channahon – I think it was the knot online! Booked: 6/4/15
- Saturday, September 10, 2016 – Wedding - Channahon – A friend's sister is getting married there this spring. Booked: 10/14/2015
- September 17, 2016 – Wedding – Plainfield – We found out about Ellis through a Google search! Booked: 10/27/14
- September 24, 2016 – Wedding – Chicago – We actually heard about it from Taryn Krippel and Darren Hancock, who will be having their wedding at the Ellis house in 2016 as well! Thanks! Booked: 7/22/15
- October 1, 2016 – Wedding – Plano – Booked: 2/6/16

- October 7, 2016 – Wedding – Elwood – I heard about the facility from Amanda Millers wedding and also got info from Tarissa Phillips, who got married there as well. Booked: 12/14/14
- October 8, 2016 – Wedding – Winfield – Brittany and Tim Sullivan. Booked: 11/30/2015
- October 15, 2016 - Wedding
- June 10, 2017 – Wedding – Booked: 3/19/16
- June 17, 2017 – Wedding – Booked: 3/19/16
- June 18, 2017 - Wedding
- June 24, 2017 - Wedding

#### **Total Bookings:**

2017 –  
 Weddings = 4 / \$14,400

2016 –  
 1<sup>st</sup> Communion - 1  
 Birthday Parties = 2  
 Baby Showers – 5  
 Bridal Showers – 2  
 Corporate – 1  
 Weddings at MHL - 1  
 Weddings = 15 / \$54,000.00

2015 –  
 Birthday Parties = 1  
 Bridal Showers = 2  
 Graduation Parties = 1  
 Weddings = 14 / \$46,200.00

2014 –  
 Baby Showers = 1  
 Bridal Showers = 1  
 Weddings = 15

2013 –  
 Baby Showers = 1  
 Bridal Showers = 2  
 Church Retreats = 1  
 Weddings = 21

2012 –  
 Anniversary Parties = 1  
 Baby Showers = 3  
 Church Retreats = 1  
 Graduation Parties = 2  
 Weddings = 9

#### **House/Property Tours:**

- 6 – EHEC

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Director

RE: Cotswold Fen Parcel Donation

Date: June 15, 2016

The District has completed its review of the ecology and geology of the Cotswold Fen area.

Attached, please find comments received from Brandon Curry, Illinois State Geological Survey, and Kim Roman, Illinois Nature Preserves Commission submitted as part of the District's review process.

The plant communities in the Cotswold Fen area have been significantly impacted and degraded by both invasive and non-native exotic species.

The Cotswold Fen wetland serves as an important groundwater recharge area for Kendall County, with depositional soils within the wetland retaining an intact fossil record which should be conserved for further scientific study.

Separately, residents within the PUD have requested District responses to several questions. Draft responses are attached for Committee of the Whole discussion purposes only.

District staff is requesting direction from the Board of Commissioners on whether to continue to pursue acquisition through donation of Lot 7 within the Cotswold Fen PUD. If direction is received to pursue acquisition, additional information will be provided to residents to help inform their decision on whether or not to grant a release from the PUD covenant provisions regarding ongoing maintenance requirements.

## **DRAFT RESPONSES Kendall County Forest Preserve District Long-Range Planning Q & A**

**What are the long range plans for the property? Does the Forest Preserve, in the future, plan to open the property to any type of public use, not limited to: picnic facilities, parking lot for activities, walk paths, hunting, dog park, etc? Will there be any type of public access? If so, where?**

The Kendall County Forest Preserve District has no plans for the future to open the property for expanded public use. By securing this parcel, it will create opportunities for expanding District holdings to include larger sections of the wetland area. The District will work over time to acquire additional acres for conservation of open space and protection of the groundwater recharge area.

Should District holdings expand in the future, recreational opportunities may be considered, but not within the protected wetland area, or adjacent to homeowners. Any future public access would not be routed through the subdivision area.

**Does the Forest Preserve intend to obtain this property for acreage for open land, to be kept as such, in perpetuity?**

Yes, the District intends to hold the land for open space in perpetuity.

**Does the Forest Preserve intend to maintain the property as it presently exists, that is unmown and in its natural state? Will there be any clean-up of existing natural habitat?**

While not an immediate priority of the District, we would consider establishing volunteer work days at the site to address impacts from non-native and exotic species. This could include brush clearing and burning of cleared materials from time to time.

**What impact will the use of the property have on existing and future neighboring properties? Traffic? Noise? Smell? Trespassing on privately owned neighboring land?**

The District does not anticipate any issues or traffic increases. However, if trespassing becomes an issue, the District will post boundary signs to indicate property borders.

**Will the acquisition of the property have a positive impact on recreational activities in the southern portion of the county?**

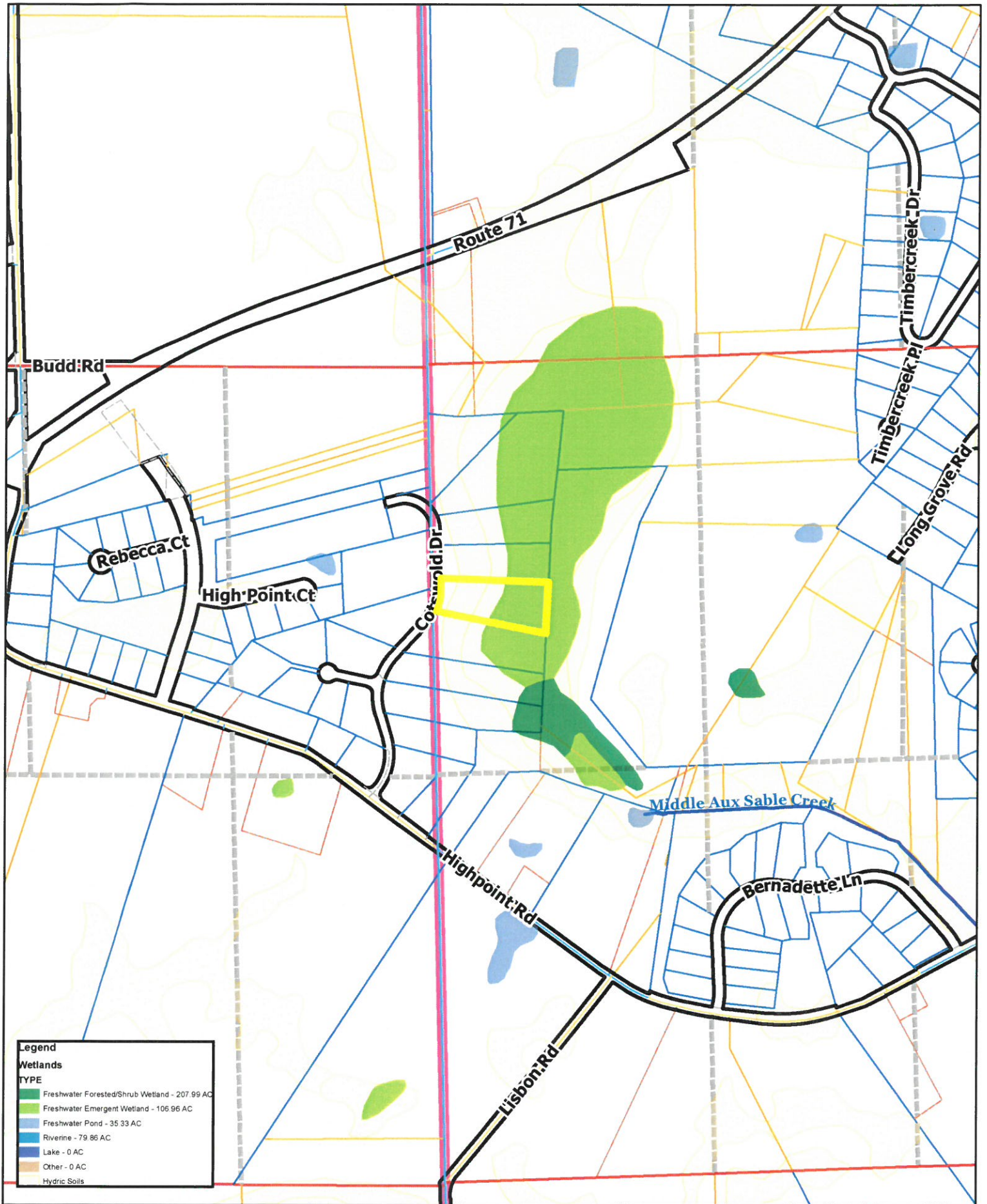
Acquisition of this property will not impact recreational activities within other District forest preserve areas.

**If the intent is to provide any type of recreational facility, what is the expected completion date? Has this property been discussed as a possible public facility?**

No, there is no intent to provide any type of recreational facility at this time. The property has not been discussed as a possible public facility.

If this property were connected in the future to a larger forest preserve area through future acquisitions, recreational improvements may be considered, but limited to parking, trails, interpretive signs, and wildlife overlook(s), but not in the location of the donated parcel, or within the subdivision. This would only be the case if the District acquired significant upland acres and road frontage along Route 71. The IL Downstate Forest Preserve District Act does place limitations on how close a trail may be established to adjacent homes. The terrain is not suitable for trails near the Cotswold subdivision area.





**Legend**

**Wetlands**

**TYPE**

	Freshwater Forested/Shrub Wetland - 207.99 AC
	Freshwater Emergent Wetland - 106.96 AC
	Freshwater Pond - 35.33 AC
	Riverine - 79.86 AC
	Lake - 0 AC
	Other - 0 AC
	Hydric Soils

**05-18-152-002**  
**Kendall Twp.**  
**Kendall County Illinois**

0 420 840 1,260  
 Feet  
 1 inch = 800 feet

Created: 03/11/2016



**Kendall County GIS**  
 111 West Park Street - Room 309  
 Yorkville, Illinois 62450-1108  
 618.537.4380

Brandon Curry  
Illinois State Geological Survey  
Head, Quaternary and Engineering Geology section

I heartily endorse the county's prospect of purchasing land in and around Cotswold Fen (=bog). It is clearly the largest kettle in Kendall County, and one of the largest this far south in the State of Illinois. No doubt it has a long sediment and fossil record that extends back to when the Marseilles Morainic System first formed about 22,500 years ago. The record should be similar to that at Mastodon Lake in southeastern Aurora (at Phillips Park), Nelson Lake in Kane County, and the Brewster Creek site at the Pate Phillips State Park. One thing that sets it apart from all of these sites save Nelson Lake is that it still has its original lake; all the other sites have been significantly modified. The hydrology of Nelson Lake is similar to a fen as it receives substantial groundwater inflow. But my cursory examination of Cotswold Bog is that its hydrology is different... that it is a recharge area. I made that determination by observing the thick layer of moss.

If the county is interested, I would be happy to conduct a preliminary assessment of the potential for a significant fossil record at the bog by obtaining a sediment core, and getting a few radiocarbon age determinations. This would be an ideal place for a student to do a graduate study to understand how the bog has been affected by climate change over the last 20,000 years or so. But this is a selfish reason for this site to be preserved. There are simply no other places like it in Kendall County.

About 15 years ago, I led a study on the hydrology and paleohydrology of Nelson Lake. It was a very successful study, and the county was able to use our groundwater recharge model to help delineate park land use in the watershed. John Duerr was the director/president of the Kane County Forest Preserve at the time if you would like a reference. I know that he is retired. Attached is a copy of our report.

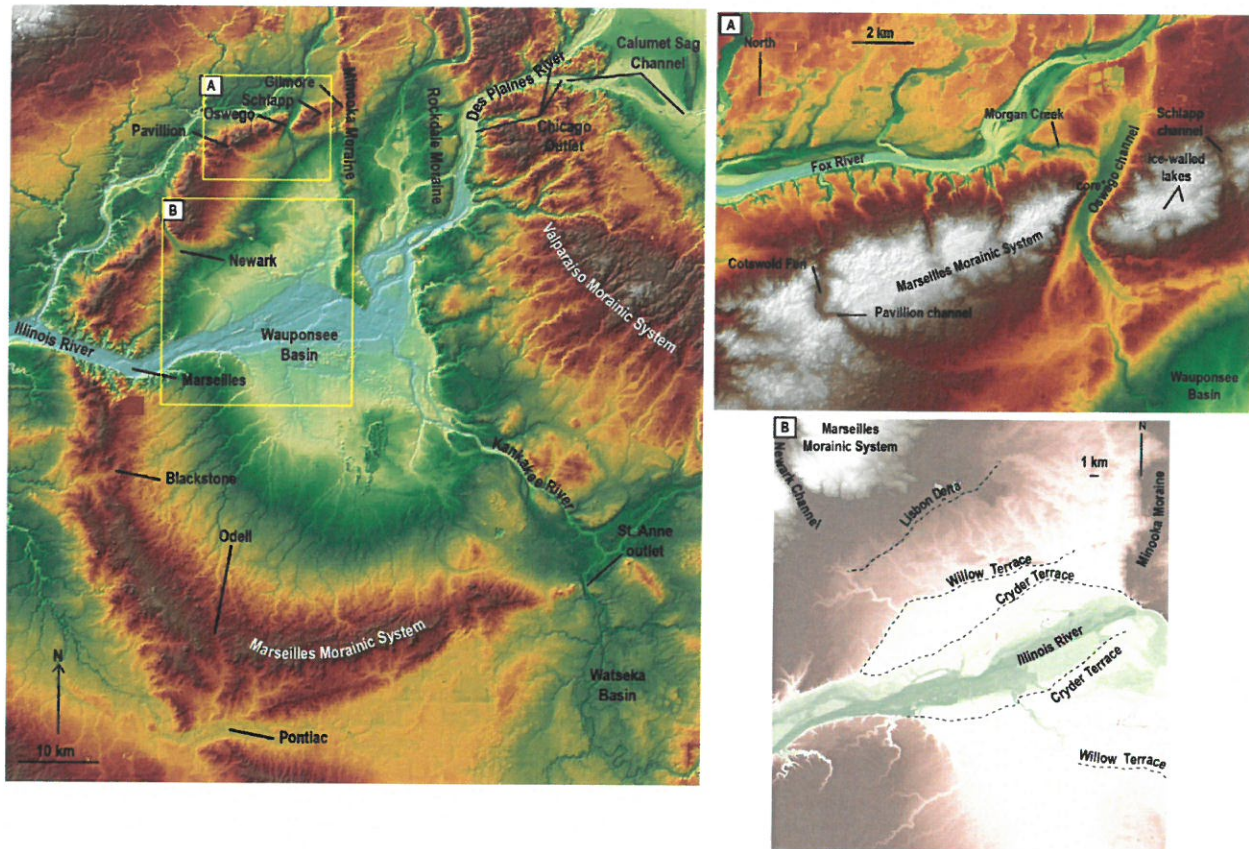
I've also attached the URL for the Sugar Grove surficial geology map... of interest are the cross sections we did in around Nelson Lake based on the cores we sampled in the hydro study.  
<https://www.isgs.illinois.edu/sites/isgs/files/maps/isgs-quads/sugar-grove-sg.pdf>

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Kim Roman  
Illinois Nature Preserves Commission

Just a follow-up after today's visit to Cotswold Fen and the small wooded lot adjacent to it...

While the site is interesting from a geologic perspective, it appears the natural communities are of low quality. The marsh basin is a monoculture of cattails, and it is ringed entirely by reed canary grass and heavily grazed woodlands. The site would require a massive undertaking to restore it to a functioning natural area. The property may have other values from the standpoint of a public benefit, but its unique natural character is not one of them.



**Fig. 5.** Tunnel channels of the comma-shaped Marseilles Morainic System. The Gilmore, Schlapp, Pavilion, Blackstone, and Odell channels are tunnel channels with altitudes too high for overflow to have occurred. The Marseilles, Oswego, and Newark channels were tunnel channels modified by overflow of Glacial Lake Waupensee (which contributed to the Kankakee Torrent). Later, the Marseilles channel was deepened and widened by sustained meltwater discharge and other “torrents” that impacted the Illinois River. The boxes indicate the locations of inset Fig. 5A and B. Fig. 5A. Detail of Fig. 5 comparing the geomorphology of the Pavilion and Schlapp tunnel valleys versus the Oswego channel complex, an overflow channel. When lake levels rose to critically high altitudes, overflow occurred across the Oswego channel complex, eroding through the clayey diamicton of the Marseilles Morainic System to bedrock; the altitudes of the Pavilion and Schlapp channels were too high for overflow exploitation. After overflow ceased, a lake formed in the Oswego channel complex, depositing more than 9 m of lacustrine and palludal sediment at a core site (\*; Fig. 13; Appendix). Tundra plant fossils archived at the base of the lacustrine succession yielded four radiocarbon ages with a pooled, median age of 18,930 cal yr BP (Table 1). The base map is a shaded relief map of LiDAR data from Kendall County. Fig. 5B. Shaded DEM of enhanced elevation data from southern Kendall and northern Grundy counties showing the Newark channel, Lisbon Delta, and the Willow and Cryder terrace scarps in the Waupensee Basin. The mapped lines have been located at the foot slopes of the landforms. Cryder terrace was first identified by Culver (1922) who associated it with “Lake Cryder”. The figure center is located at 41.378°N, –88.407°W.

characterized the geomorphology (including age) of a flight of terraces, including the Deer Plain–Savanna Terrace (Fig. 8) which acted as a sediment dam at the mouth of the Illinois River from about 16,580 to 14,340 cal yr BP (Table 1; Hajic et al., 1991). The second lake phase at Emiquon is an upstream extension of the Deer Plain phase of Lake Calhoun, the lake impounded behind the valley mouth sediment dam (Hajic, 1990). Where the sediment dam would have completely bridged the valley, the terrace has surface elevations of about 135 m. Accounting for glacial isostasy (Fig. 9), the maximum possible lake depth at ca 15,800 cal yr BP at Emiquon was about 18 m, and by 13,000 cal yr BP was less than about 1 m (Figs. 7 and 9). The results of the isostatic model imply that shoaling of the slackwater lake at Emiquon was hastened by gradual crustal upward tilting to the north caused by the onset of the forebulge. The recurrence of dune sand at Manito at about 12,250 yr ( $1\sigma$  range of 13,400–11,000 yr; Wang et al., 2012; Table 1) is consistent with deflation of sandy alluvium deposited by overflow of Glacial Lake Chicago after the Calumet Phase and following dissipation of the slackwater lake.

There is no evidence for a sediment dam corresponding with the age of the older Emiquon lake phase (18,030–17,530 cal yr BP). The end of the earlier phase predates existing ages associated with the Deer Plain–Savanna Terrace by about 1000 yrs; the beginning of the earlier phase postdates the next-oldest terrace, the ca 20,580 cal yr BP Cuivre Terrace, by about 2500 yrs (Fig. 8; Hajic et al., 1991). Consideration of the isostatic model suggests a sediment dam was not necessary for the occurrence of the early lake phase. From about 19,000 to 17,000 yr the glacial isostasy model suggests that the Emiquon area was more than 5 m lower than the mouth of the Illinois River. The collective data suggests that the KT may have eroded Cuivre terrace remnants and most of the associated sediment from the Illinois River valley (Hajic, 1990).

### 3.1. Other torrents?

Meltwater incised deep-sided channels across and within other moraines in northeastern Illinois. Some channels have features that suggest some events were catastrophic, but others may have

## Meeting Agenda

Thursday, June 16, 2016, 10:00 am

Hoover Forest Preserve – Meadowhawk Lodge  
11285 W Fox Rd.  
Yorkville, IL 60560

### Attachments:

1. IDOT Jurisdictional Transfer Exhibit
2. Hoover Drive Plat Map

### Agency Representatives:

Brian Vercruysse, P.E., Senior Rail Safety Specialist - Illinois Commerce Commission  
312-636-7760

[bvercruy@icc.illinois.gov](mailto:bvercruy@icc.illinois.gov)

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Eric Dhuse, Public Works Director, City of Yorkville  
630-553-4370

[edhuse@yorkville.il.us](mailto:edhuse@yorkville.il.us)

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Aaron Selph, Roadmaster, Illinois Railways  
815-587-5590

[aselph@omnitrax.com](mailto:aselph@omnitrax.com)

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Jennifer R. Kuntz, Assistant Chief Counsel  
Illinois Department of Transportation  
217-782-3215

[jennifer.kuntz@illinois.gov](mailto:jennifer.kuntz@illinois.gov)

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David Guritz, Executive Director, Kendall County Forest Preserve District  
630-553-4131

[dguritz@co.kendall.il.us](mailto:dguritz@co.kendall.il.us)

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David Berault, Assistant State's Attorney  
630-553-2160

[dberault@co.kendall.il.us](mailto:dberault@co.kendall.il.us)

- 
1. Crossing history  
Private crossing to public crossing
  2. Kendall County Forest Preserve District General Public Use and Access  
Private crossing with public traits
  3. Crossing geometry (profile, width, plan)
  4. Warning Device Location
  5. Project timing, estimates, and coordination with OmniTRAX, Illinois Railway

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Director

RE: 2016 IDNR-OSLAD/LWCF Resolution of Authorization  
Maramech – Little Rock Creek Forest Preserve

Date: June 15, 2016

The District is in process of preparing a 2016 IDNR-OSLAD/LWCF grant application for submission prior to the July 1, 2016 deadline. A draft Resolution of Authorization is attached that will be presented to Commission on June 21 for consideration.

Steps completed include completion of an appraisal for the parcels under consideration, development of a project map and preliminary site development plan (attached), completion of a commitment for title insurance, and documentation of significant habitat resources.

A public hearing will be held on Monday, June 20, 2016 from 6 pm to 7 pm to receive public comment on the proposed acquisition. Public notice was published in the Kendall County Record on June 2, 2016.

Due to capital funding limitations, the proposed acquisition footprint has been reduced to approximately 135 total acres. This includes an 82 acre parcel that borders the southwestern portion of Maramech Forest Preserve.

A preliminary ecological assessment found over 100 plant species present. The site's upland and slope areas are best characterized as a dry mesic-oak forest community. The stream corridor and riparian floodplain areas are more degraded than the slope and upland forest areas.

Little Rock Creek is known as an important fishery in Kendall County, with this section of the creek home to a number of fish species in greatest need for conservation including the Mottled Sculpin identified as one of 12 priority species for conservation in the Chicago Wilderness region.

Steve Pescitelli, Stream Specialist with the IDNR completed sampling in 2012, reporting that the Little Rock Creek IBI (Index for Biological Integrity) score was 52 out a possible 60 points, putting it in the top 5% of streams rated in Illinois and among the best in Northeastern Illinois.

- 1. Project Sponsor: Kendall County Forest Preserve District
- 2. Project Title: Maramech - Little Rock Creek Forest Preserve

The Kendall County Forest Preserve District hereby certifies and acknowledges that it has the sufficient funds  
(applicant)

necessary (includes cash and value of donated land) to complete the pending OSLAD/LWCF project within the timeframes specified herein for project execution, and that failure to adhere to the specified project timeframe or failure to proceed with the project because of insufficient funds or change in local recreation priorities is sufficient cause for project grant termination which will also result in the ineligibility of the local project sponsor for subsequent Illinois DNR outdoor recreation grant assistance consideration in the next two (2) consecutive grant cycles following project termination.

Acquisition and Development Projects

It is understood that the project must be completed within the timeframe established. The OSLAD timeframe is two years and LWCF is as specified in the project agreement. The last reimbursement request must be submitted within one year of the expiration date. Failure to do so will result in the Project Sponsor forfeiting all project reimbursements, and relieves DNR from further payment obligations on the grant.

The Kendall County Forest Preserve District further acknowledges and certifies that it will comply with all  
(applicant)

terms, conditions and regulations of 1) the Open Space Lands Acquisition and Development (OSLAD) program (17 IL Adm. Code 3025) or federal Land & Water Conservation Fund (LWCF) program (17 IL Adm. Code 3030), as applicable, 2) the federal Uniform Relocation Assistance & Real Property Acquisition Policies Act of 1970 (P.L. 91-646) and/or the Illinois Displaced Persons Relocation Act (310 ILCS 40 et. seq.), as applicable, 3) the Illinois Human Rights Act (775 ILCS 5/1-101 et.seq.), 4) Title VI of the Civil Rights Act of 1964, (P.L. 83-352), 5) the Age Discrimination Act of 1975 (P.L. 94-135), 6) the Civil Rights Restoration Act of 1988, (P.L. 100-259) and 7) the Americans with Disabilities Act of 1990 (PL 101-336); and will maintain the project area in an attractive and safe condition, keep the facilities open to the general public during reasonable hours consistent with the type of facility, cease any farming operations, and obtain from the Illinois DNR written approval for any change or conversion of approved outdoor recreation use of the project site prior to initiating such change or conversion; and for property **acquired** with OSLAD/LWCF assistance, agree to place a covenant restriction on the project property deed at the time of recording that stipulates the property must be used, in perpetuity, for public outdoor recreation purposes in accordance with the OSLAD/LWCF programs and cannot be sold or exchanged, in whole or part, to another party without approval from the Illinois DNR, and that development at the site will commence within 3 years.

BE IT FURTHER PROVIDED that the Kendall County Forest Preserve District certifies to the best of its  
(local project sponsor)

knowledge that the information provided within the attached application is true and correct.

This Resolution of Authorization has been duly discussed and adopted by the Kendall County Forest Preserve District  
(local project sponsor)

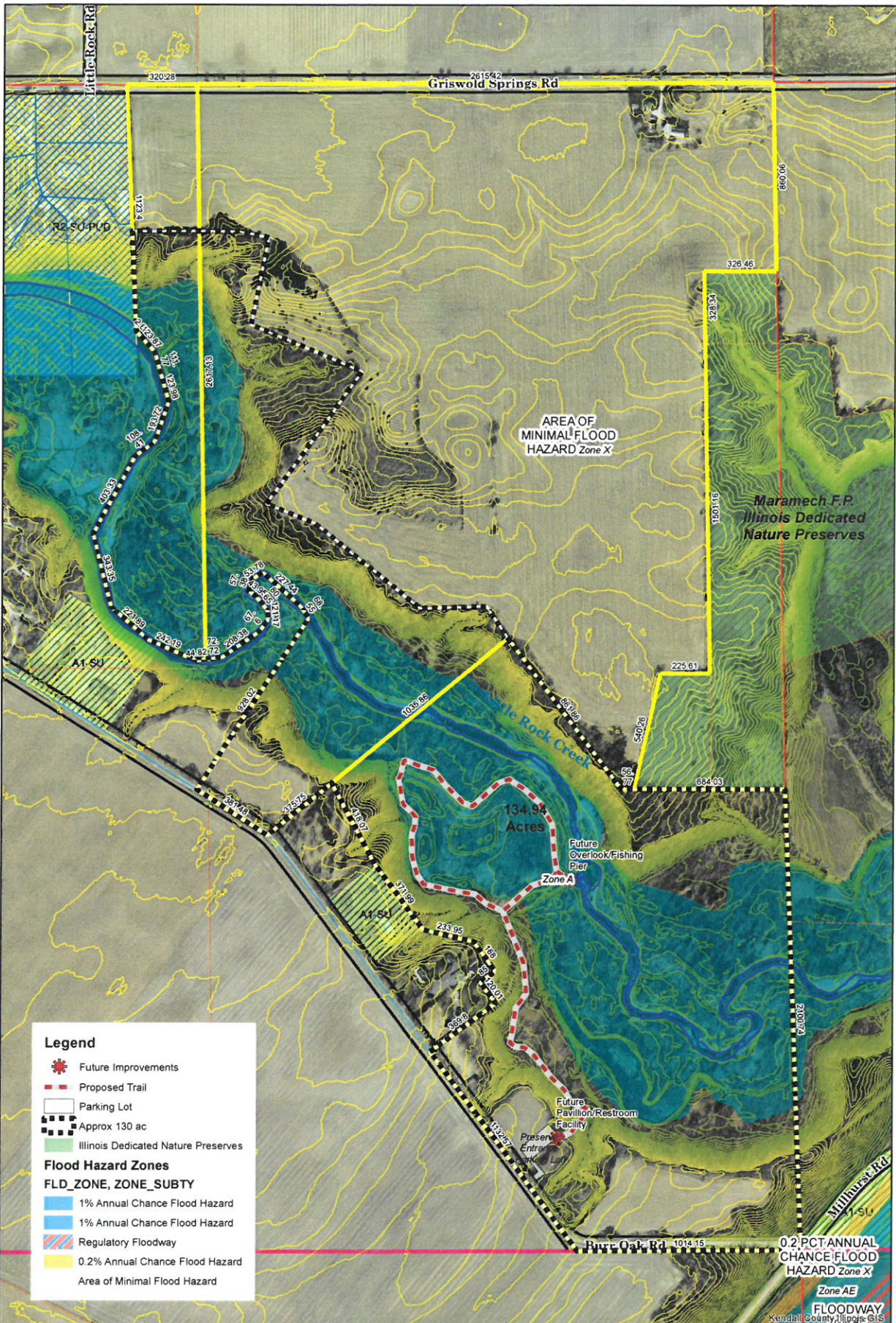
at a legal meeting held on the 21st day of June, 2016.

\_\_\_\_\_  
(Authorized Signature)

Jeff Wehri, President

\_\_\_\_\_  
(title)

ATTESTED BY: \_\_\_\_\_  
Elizabeth Flowers, Secretary  
(title)



**Legend**

- Future Improvements
- Proposed Trail
- Parking Lot
- Approx 130 ac
- Illinois Dedicated Nature Preserves

**Flood Hazard Zones**  
**FLD\_ZONE, ZONE\_SUBTY**

- 1% Annual Chance Flood Hazard
- 1% Annual Chance Flood Hazard
- Regulatory Floodway
- 0.2% Annual Chance Flood Hazard
- Area of Minimal Flood Hazard

0.2% PCT ANNUAL CHANCE FLOOD HAZARD Zone X  
 Zone AE  
**FLOODWAY**  
 Kendall County GIS

Landowner Agreement No:	RIFO-16-08
Cost Structure:	FF03E18000
Other:	FG.HC11210303HR0

## **PARTNERS FOR FISH AND WILDLIFE PROGRAM LANDOWNER AGREEMENT**

This Landowner Agreement (Agreement), dated 07/01/2016, between the Kendall County Forest Preserve District and the U.S. Fish and Wildlife Service (USFWS) is entered into pursuant to authority contained in the Partners for Fish and Wildlife Act (P.L. 109-294), the Fish and Wildlife Coordination Act (16 U.S.C. 661 et seq.) and the Fish and Wildlife Act of 1956 (16 U.S.C. 742a-j), as amended. This project was selected for funding because the Landowner(s) share(s) a common objective with the USFWS to restore habitat for the benefit of Federal trust species on private lands, and the project supports priority actions identified in the Regional Partners for Fish and Wildlife (Partners) Program Strategic Plan.

The Kendall County Forest Preserve District, 110 West Madison Street, Yorkville, IL 60560, hereby agrees to participate with the USFWS in conducting certain wildlife management practices on lands owned or managed in Kendall County, State of Illinois, described as follows: all of, or within, Township 37 North, Range 6 East, Sections 33 and 34 (see attached map in Exhibit A. for details).

In signing this Agreement and receiving the Notice of Award Letter, the Landowner(s) join(s) as a participant in a wildlife habitat improvement program and grants to the USFWS authority to complete the habitat improvement project or the Landowner(s) may personally carry out management activities with financial or material support as described in attached Exhibit A. Any donation of supplies, equipment, or direct payment from the USFWS to the Landowner for carrying out the habitat improvements is included in Exhibit A. The activities conducted pursuant to this agreement are not to replace, supplement or otherwise contribute to any mitigation or compensation that may be required of the Landowner(s), or other parties, as a result of any mandated requirements.

The term of this Agreement (also referred to as the habitat retention period) will be completed on 07/01/2026. This Agreement may be modified at any time by mutual written consent of the parties. It may be terminated by either party upon 30 days advance written notice to the other party(ies). However, if the Landowner(s) terminate(s) the Agreement before its expiration, or if the Landowner(s) should materially default on these commitments, then the Landowner(s) agree(s) to reimburse the USFWS prior to final termination for the prorated costs of all habitat improvements placed on the land through this Agreement. For these purposes, the total cost of the habitat improvements to the United States is agreed to be \$5,000.00.

### **Landowner:**

The Landowner(s) or his/her land manager, with legal authority over land management decisions, guarantee(s) ownership of the above-described land and warrants that there are no outstanding



rights that interfere with this Landowner Agreement.

The Landowner(s) will notify the USFWS of planned or pending changes in ownership. A change of ownership shall not change the terms of this Agreement. The Agreement and terms shall be in effect on the described land for the term of the Agreement.

The Landowner(s) agree(s) to allow access (with advance notice) to the USFWS to implement the project described in the work plan, and to monitor project success.

The Landowner(s) retain(s) all rights to control trespass and retains all responsibility for taxes, assessments, and damage claims.

During the habitat retention period, the landowner must maintain the habitat restored under this award.

At the end of the habitat retention period, the habitat improvement project will become the sole property and complete responsibility of the Landowner(s). There shall be no obligation to the USFWS after the term of the Agreement has expired.

The Landowner(s) will be responsible for securing any necessary permits. Technical advice and support will be provided by participating agencies in the application for the permit(s). The Landowner(s) agree(s) to identify USFWS contribution to the project during public presentations, reports, or other information published about the project, as appropriate

#### **USFWS:**

The USFWS will work with the Landowner(s) throughout the entire Agreement term to support actions needed to ensure that the project is designed and constructed per the Agreement and functions as intended.

The USFWS, its agents, or assignees will provide advanced notice prior to accessing the Landowner(s) property to implement the project described in Exhibit A, and to monitor project success.

The USFWS assumes no liability for damage or injury other than that caused by its own negligence, on the above acreage. The USFWS does not assume jurisdiction over the premises by this Agreement.

**Spatial Information Sharing:** In accordance with the Privacy Act of 1974, permission must be obtained from the Landowner before any personal information can be released. The only information that can be shared is payment information that is authorized by law. Therefore, Landowner consent is requested to allow for sharing of spatial information about this project solely with conservation cooperators providing technical or financial assistance with the restoration, enhancement or management of fish and wildlife habitat.

I/We, the Landowner(s), consent to having spatial information about this project shared with other conservation cooperators.

I/We, the Landowner(s), do NOT wish to have any spatial information about this project shared with other conservation cooperators.

**Signatures:**

\_\_\_\_\_  
David Guritz, Director Date

\_\_\_\_\_  
Andrew DiAllesandro, USFWS Partners for Fish and Wildlife Program Biologist Date

\_\_\_\_\_  
Kraig McPeck, Rock Island Ecological Services Field Office Supervisor Date

## EXHIBIT A

The habitat improvements described below are agreed to by the Kendall County Forest Preserve District, the USFWS, in a Landowner Agreement dated 07/01/2016.

### **Landowner Contact Information:**

Name: Kendall County Forest Preserve District  
Mailing Address: 110 West Madison Street  
City: Yorkville State: IL Zip code: 60560  
Telephone Numbers: 630-553-4131  
Email: dguritz@co.kendall.il.us

### **Description of Habitat Improvement Project and Objectives:**

This project seeks to enhance approximately 14.5 acres of high quality oak-hickory woodland and an adjacent wetland. The site is a registered Illinois Natural Areas Inventory site managed by the Kendall County Forest Preserve District. This project will be a continuation of ongoing efforts to remove non-native invasive species, namely bush honeysuckle (*Lonicera maackii*). These shrubs will be cut by hand, followed by a targeted herbicide application to kill the plant. This work will be done in the winter of 2017 or 2018. Cavity nesting birds such as red-headed woodpecker (*Melanerpes erythrocephalus*), yellow-bellied sapsucker (*Sphyrapicus varius*), and eastern bluebird (*Sialia sialis*), small mammals such as northern long-eared myotis (*Myotis septentrionalis*), little brown bat (*Myotis lucifugus*), and big brown bat (*Eptesicus fuscus*), as well as numerous other federal trust species will benefit from this project.

### **USFWS will:**

Provide cost-share as outlined in the budget to implement the restoration plan of upland and wetland enhancement. The Partners Program field biologist will work closely with the landowner throughout the project period by providing technical assistance on habitat management techniques. This will include pre-project surveys, instruction on mixing and application of herbicides, instruction and demonstration of management techniques to treat invasive and other undesirable plant species, implementing best management practices (BMPs) in the project areas, providing on-the-ground supervision to the contractor(s) during project implementation, referring the landowner to and working with other conservation agencies and organizations with common conservation goals for further assistance, and post-project site visits to identify benefits to federal trust resources and management needs.

### **The Landowner(s) will:**

Hire the contractor. Provide any funds outside of the \$5,000.00 provided by the USFWS on the project area described above as described in the budget table. The landowner will also be responsible for maintaining the project and for any additional treatments needed in the project area for the length of the agreement. Further, the landowner will notify the USFWS when the project plan has been completed for final inspection and approval.

**Budget Table:**

Object Class Categories <sup>a</sup>	Partners				Totals
	Landowner	USFWS Partners Program	USFWS Other Programs	Other Non-USFWS	
Personnel	\$	\$	\$	\$	\$
Fringe benefits	\$	\$	\$	\$	\$
Travel	\$	\$	\$	\$	\$
Equipment	\$	\$	\$	\$	\$
Supplies	\$	\$	\$	\$	\$
Contractual	\$5,000.00	\$5,000.00	\$	\$	\$10,000.00
Other - In-Kind	\$	\$	\$	\$	\$
Other	\$	\$	\$	\$	\$
<b>Totals</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	\$	\$	<b>\$10,000.00</b>

<sup>a</sup> The total cost-share by the Cooperator, Service and Landowner must remain the same, however allocations by category may be redistributed upon prior approval by the Service

Any work to be completed may be modified with the mutual agreement of the aforementioned parties.

**Budget Narrative:**

The USFWS Partners Program is paying 50% associated with supplies and contractual costs for this project for a total commitment of **\$5,000.00** itemized below.

Contractual:

~14.5 acres of Non-Native Invasive Species Removal @ \$688.00/acre = \$10,000.00

**Total Project Cost: \$10,000.00**

**Indirect Cost Statement:**

We are a local unit of government that will charge all costs directly.

**A-133 Single Audit Reporting Statement:**

NOT required to submit an A-133 report for the most recently closed fiscal year.

# ESTIMATE

## Nelson Land Management

Jim Nelson

18745 Engel Street

Athens, IL 62613

(217) 341-4516

[jim.nelson@nelsonlandmanagement.com](mailto:jim.nelson@nelsonlandmanagement.com)

05/22/2016

Client: Maramech Forest Preserve

RE: Bush Honeysuckle and Invasive Removal

### Item

Restoration	Maramech Forest Preserve per/acre rate	\$688	\$688.00
		<b>TOTAL = \$</b>	<b>\$688.00/acre</b>

To: Kendall County Forest Preserve District Board of Commissioners  
From: David Guritz, Director  
RE: Kendall County Highway Department Proposed Property Exchange  
Date: June 15, 2016

A meeting was held with Kendall County Highway Department Engineer, Fran Klaas, to discuss progress with presenting the proposed property exchange needed as part of the Eldamain Road project.

Documentation and approval for the exchange was received from the Illinois Department of Natural Resources in 2012.

Appraisals of the parcels proposed for exchange were completed by HLR and submitted to the IDNR as part of their review.

In accordance with the Illinois Downstate Forest Preserve District Act, an updated appraisal is needed. Approval of the exchange will require unanimous approval by the Board of Commissioners in accordance with the excerpt below:

(70 ILCS 805/6d) (from Ch. 96 1/2, par. 6311.2)

Sec. 6d. Trading parcels of land. The board of a forest preserve district within a county which has a population of no more than 550,000 may trade any one or more parcels of land owned by the district for one or more parcels of land owned by one or more individuals or any public or private entity whenever the board determines the trade to be advantageous to the district. The board shall approve such trade by unanimous vote of the members of the board. No trade shall be approved by the board unless all parcels of land involved in the trade have been appraised by an MAI appraiser or a State certified real estate appraiser within one year before the date the trade is to take effect.

(Source: P.A. 92-824, eff. 1-1-03.)

A resolution approving the exchange will be presented to the Board of Commissioners for approval in July 2016.



# Illinois Department of Natural Resources

One Natural Resources Way Springfield, Illinois 62702-1271  
<http://dnr.state.il.us>

Pat Quinn, Governor  
Marc Miller, Director

November 20, 2012

Mr. Jason Pettit  
Executive Director  
Kendall County Forest Preserve District  
110 West Madison Street  
Yorkville, IL 60560

RE: Open Lands Trust Grant Program  
Project OLT 00-008  
Subat Forest Preserve Conversion

Dear Director Pettit:

I am pleased to inform you that the conversion of a portion of Subat Forest Preserve and the proposed replacement property at Hoover Forest Preserve has been approved. The conversion was requested by you because of a road project administered by the Illinois Department of Transportation and the impact it will have on grant assisted property.

All criteria necessary to satisfy the conversion has been submitted, reviewed and approved. The market value of the replacement property was higher than the converted portion and the same type of outdoor recreation use will occur on the new property at Hoover Forest Preserve. There were no significant environmental findings and the public was given notification.

Thank you for your efforts to complete this task in a timely manner. If you should have any questions in the future about these properties please contact me directly.

Sincerely,

Jan Nation  
Senior Grant Administrator  
Division of Grant Administration

jn

Kendall County Forest Preserve District  
2016 Programs and Rental Fees and Charges  
Committee of the Whole Review

15-Jun-16

	Type	Security Deposit	Current Rates Schedule	Proposed Rate Increases	Additional Information
<b>Historic Courthouse Meeting Room and Courtroom Rentals</b>					
East Conference Room	Meeting room	\$100	\$20/hr. resident; \$30/hr. non-resident		
Upper Conference Room	Meeting room	\$100	\$20/hr. resident; \$30/hr. non-resident		
Historic Courtroom	Courtroom	\$100	\$40/hr. resident; \$60/hr. non-resident		
<b>Forest Preserve Shelter, Bunkhouse, and Campsite Rental</b>					
Richard Young FP	Shelter	\$0	\$50/resident; \$75/non-resident		9 am to dusk
Jay Woods FP	Shelter	\$0	\$50/resident; \$75/non-resident		9 am to dusk
Subat FP	Shelter	\$0	\$50/resident; \$75/non-resident		9 am to dusk
Hoover FP	Bunkhouse	\$100 per Bunkhouse Rental	\$150/resident; \$210/non-resident		Check in: 3 - 8 pm / Check-out: Noon
Hoover FP	Group campsite	\$0	\$50/resident; \$75/non-resident		Capacity for 30 individuals
Hoover FP	Family campsite	\$0	\$15/resident; \$25/non-resident		Capacity for 6 individuals
Harris FP	Shelter	\$0	\$50/resident; \$75/non-resident		Additional \$25 for groups over 100
Harris - Shelter 1 and 4	Shelter	\$0	\$100/resident; \$125/non-resident		9 am to dusk
Harris FP	Shelter 5-day	\$0	\$500 for weekday rental		Rental includes use of Shelter 7
Harris FP	Horse Arena	\$0	\$65 per day		Approx. 30 pieces
Firewood Bundles	Horse Arena	\$0	\$20		Permit fees assigned based on event
Special Event Permit Fees	Permit Fee	\$0	\$50 / \$150 / \$250 Assigned Fee		
<b>Hoover Meadowhawk Lodge Rental</b>					
Friday & Sunday (wedding)	Meadowhawk Lodge	50% of total cost	\$1,200 (8 am - 10 pm)		Incl. tables & chairs, projector screen and podium
Saturday (wedding)	Meadowhawk Lodge	50% of total cost	\$1,500 (8 am - 10 pm)		Incl. tables & chairs, projector screen and podium
Weekend - other events	Meadowhawk Lodge	50% of contracted time	\$75/hr resident - \$100/hr non-resident		Incl. tables & chairs, projector screen and podium
Weekday - other events	Meadowhawk Lodge	50% of contracted time	\$50/hr resident - \$75/hr non-resident		Incl. tables & chairs, projector screen and podium
Meadowhawk Lodge Package (weekdays only)	Meadowhawk Lodge & Bunkhouses	\$100 per Bunkhouse Rental	Bunkhouse: \$150/resident; \$210/non-resident Meadowhawk Lodge: \$250		Minimum 2 bunkhouse rental plus a \$250 fee for use of Meadowhawk Lodge full day use
Not-for-Profit and Government Rate	Meadowhawk Lodge	50% of contracted time	20% (May-Oct)-50% (Nov - Apr) discount		
Corporate Rate	Meadowhawk Lodge	50% of contracted time	20% (May-Oct)-10% (Nov-Apr) upcharge		
Client Set-up / Clean-up	Meadowhawk Lodge	N/A	\$15 per hour for each hour of set-up / clean-up		Set-up, clean-up, or both
Set-up / Clean-up (optional)	Meadowhawk Lodge	NA	\$50 set-up or clean-up / \$75 set up and clean-up		Incl. cups, stir stix, cream, sugar
Coffee Service	Meadowhawk Lodge	NA	\$60/60 cups		
Sound System	Meadowhawk Lodge	NA	\$25 per rental event		
Firewood	Firewood	NA	\$20 per bundle		Approx. 30 pieces
<b>Ellis House Rental</b>					
Friday and Sunday (wedding)	Ellis House/Tent	\$1000 + 50% non-refundable event fees (6-months prior)	\$3,300	\$3,400	Grounds, house, tent, tables & chairs
Saturday (wedding)	Ellis House/Tent	\$1000 + 50% non-refundable (6-months prior)	\$3,600	\$3,700	Grounds, house, tent, tables & chairs
Weekday & Weekend other events (House and Tent)	Ellis House/Tent	50% of contracted time	\$125/hr	\$130/hr	Grounds, house, tent, tables & chairs
Weekday & Weekend other events (House)	Ellis House	50% of contracted time	\$50/hr	\$55/hr	Grounds, house, tables & chairs
Weekday & Weekend Classroom	Ellis Classroom	50% of contracted time	\$40/hr	\$45/hr	Grounds, classroom, tables & chairs
Not-for-Profit and Government Rate	Ellis House	50% of contracted time	20% (May-Oct)-50% (Nov - Apr) discount		
Corporate Rate	Ellis House	50% of contracted time	20% (May-Oct) - 10% (Nov-Apr) upcharge		
Set-up / Clean-up (optional)	Ellis House/Tent	NA	\$300 set-up or clean-up / \$500 set up and clean-up		Set-up OR Clean-up / Both
Firewood	Ellis House	NA	\$30		Approx. 15 pieces
<b>Ellis Equestrian Center Lessons</b>					
Beginner Rider Lessons (Single Lesson)	Public Program	NA	Resident: \$40 / Non-Resident: \$45		
Beginner Rider Lessons (5-Lesson Package)	Public Program	NA	Resident: \$160 / Non-Resident: \$180		
<b>Ellis Equestrian Center Camps</b>					
Parent and Tot Day Camp	Camp Program	NA	Resident: \$40 / Non-Resident: \$45		
1-Day Pony Camp	Camp Program	NA	Resident: \$60 / Non-Resident: \$65		
3-Day Pony Camp	Camp Program	NA	Resident: \$190 / Non-Resident: \$195		



	Type	Security Deposit	Current Rates Schedule	Proposed Rate Increases	Additional Information
<b>Ellis Equestrian Center Birthdays Parties</b>					
Ellis Horse & Pony Birthday Parties	Public Program	\$100 at time of reservation applied to total cost	Resident: \$190 + \$19 for each child over 10 - Non-Resident \$200 + \$20 for each child over 10	\$2 per child for "Horseshoe Craft" Option	
<b>Ellis Equestrian Center - Other</b>					
Open Arena	Facility Use	NA	\$10 per day or \$40 per year		
Group Adventure Tours (1-Hour)	Public Program	NA	Resident: \$50 / Non-Resident: \$50 - Additional \$50 fee for groups over 15		
Hav Wagon Ride Option	Public Program	NA	\$3 per person		
Ellis Patch Option	Public Program	NA	\$2 per person		
<b>Environmental Education Scout Programs</b>					
Cub Scout and Girl Scout Badge Programs	Scout Program	NA	\$6 per scout (minimum \$40 program fee)		
Bunkhouse Package Discount	Scout Program	NA	\$140 per night		
Group Campsite Package Discount	Scout Program	NA	\$35 per night		
<b>Environmental Education School Programs</b>					
Animals in Winter	School Program	NA	\$3 per student		
Blomimicy	School Program	NA	\$4 per student		
Bugfest	School Program	NA	\$5 per student at-school / \$7 per student at Harris	\$7 per student	
Zootherapy	School Program	NA	\$6 per student		
Fossils	School Program	NA	\$4 per student		
Native Americans	School Program	NA	\$6 per student		
Teeth Younger	School Program	NA	\$3 per student		
Teeth Older	School Program	NA	\$4 per student		
Adaptations in School	School Program	NA	\$4 per student		
Adaptations Harris	School Program	NA	\$5 per student		
Ecosystems Harris	School Program	NA	\$6 per student		
Wetland In School	School Program	NA	\$4 per student		
Maple Syrup (NEW)	School Program	NA	NA	\$7 per student	
Weather	School Program	NA	NA	\$6 per student	
Other Pre-School	Preschool Program	NA	\$5 per student	\$6 per student	
Other School Age	School Program	NA	\$5 per student		
<b>Environmental Education Camp Programs</b>					
Waking up Winter	Camp Program	NA	\$60.00		
Waking up Winter	Camp Program	NA	\$60.00		
Wonders of Water	Camp Program	NA	\$30.00		
Habitat Exploration	Camp Program	NA	\$30.00		
Wet, Wetter, Wettest	Camp Program	NA	\$120.00		
Animal Senses	Camp Program	NA	\$120.00		
Wild Kratz & Magic School Bus	Camp Program	NA	\$120.00		
Sunset Adventure	Camp Program	NA	\$110.00		
Magic School Bus - Full Day	Camp Program	NA	\$175.00		
Mad Science & Hydro Rock	Camp Program	NA	\$120.00		
Walk in the Wild	Camp Program	NA	\$175.00		
Canoe Camp - Follow the Fox	Camp Program	NA	\$195.00		
Adventure Road	Camp Program	NA	\$175.00		
Counselor in Training	Camp Program	NA	\$200.00		
Nature Quest	Camp Program	NA	\$130.00		
<b>Environmental Education - Natural Beginnings</b>					
Registration Fee	Preschool Program	NA	\$150		Registration fee is non-refundable
Processing Fee	Preschool Program	NA		\$5 per transaction	Assigned if credit card information is not updated
3-Day Sessions	Preschool Program	NA	\$1,725		First quarter tuition and current quarter tuition is non-refundable
2-Day Sessions	Preschool Program	NA	\$1,425		First quarter tuition and current quarter tuition is non-refundable
Early Payment Discount	Preschool Program	NA		\$25 per student	Full tuition payment received by 7/22/16
Second Sibling Discount	Preschool Program	NA	20% tuition discount	10% tuition discount	

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Director

RE: Organizational Chart Update

Date: June 15, 2016

Several headcount changes have been approved by the Board of Commissioners following approval of the organizational chart in July 2015.

An updated chart has been drafted for approval.

A current listing of District staff assignments is provided below:

Administration

David Guritz, Executive Director

Kim Olson, Superintendent of Grounds and Resources

Rebecca Antrim, Administrative Assistant

Vacant, Office Assistant (PT)

Grounds and Resources

Ron Smrz, Grounds Maintenance (FT)

Patrick Higgins, Grounds Maintenance (FT)

Cliff Oleson, Grounds Maintenance (PT)

Jeannie Leland, Grounds Maintenance (PT)

Hoover Forest Preserve

Jay Teckenbrock, Hoover Supervisor and Resident

Mike Prinos, Grounds Maintenance (FT)

Michael Downey, Grounds Maintenance (PT)

Jared Anderson, Grounds Maintenance (PT)

Jeannie Leland, Grounds Maintenance (PT)

Vacant, Grounds Maintenance (PT)

Ellis House and Equestrian Center

Marshall Vick, Farm Manager (PT)

Nicole Norton, Ellis Seasonal and Horsemanship Instructor (PT-Seasonal)

Gordon Jensen, Ellis Seasonal (PT-Seasonal)

Amy Martin, Equestrian Program Coordinator (PT)

Kellen Hulbert, Horsemanship Instructor (PT)

Kristine Weis, Horsemanship Instructor (PT)

Rebecca Brigel, Horsemanship Instructor (PT)

Michelle Salato, Horsemanship Instructor and Event Attendant (PT)

Tina Villarreal, Events Coordinator (PT)

Environmental Education

Emily Dombrowski, Environmental Education Coordinator (PT)

April Morris, Environmental Education Coordinator (PT)

Mike Quill, Environmental Education Instructor (PT)

Vacant, Environmental Education Instructor (PT)

Miles Adamski, Seasonal Nature Camp Instructor (PT-Seasonal)

Madeline Benson, Seasonal Nature Camp Instructor (PT-Seasonal)

Kara Christensen, Seasonal Nature Camp Instructor (PT-Seasonal)

Hannah Prucha, Seasonal Nature Camp Instructor (PT-Seasonal)

Antoinette White, Seasonal Nature Camp Instructor (PT-Seasonal)

Richard Swistara, Seasonal Nature Camp Instructor (PT-Seasonal)

Environmental Education – Natural Beginnings

Megan Gessler, Natural Beginnings Preschool Program Manager (PT)

Tina Branning, Lead Teacher (PT)

Stephanie Wiencke, Lead Teacher (PT)

Jessica Vosburgh, Lead Teacher (PT)

Kathleen Berndt, Instructional Aide (PT)

Kaylee Nash, Instructional Aide (PT)

KCFPD COMMISSION APPROVAL  
 DATE: 7/21/15  
 REVISED: 6/15/16

