I. Call to Order

President Wehrli called the meeting to order at 5:33 p.m. in the Kendall County Board Room.

II. Pledge of Allegiance

III. Invocation

IV. Roll Call

Commissioners Davidson, Gilmour, Koukol, Prochaska, Purcell, and Wehri all were present.

V. Approval of Agenda

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

VI. Citizens to be Heard

No public comments were offered.

VII. Director’s Report

Director Guritz commended staff efforts for keeping trails clear and facilities free of vandalism over the summer months.

Director Guritz reported on the following:

- 5 teenagers trespassed and destroyed the closure signs at Millbrook Bridge.
- A large group rental is coming up at Hoover that will generate over $4,000 in revenue.
- Summer camps are going well and in full swing.
- Efforts continue to complete research on the Dobson Road easement.
- Coordination with the City of Yorkville is underway to dedicate Hoover Road as a public road under an intergovernmental agreement.
- Research into possible grant opportunities for Henneberry Woods improvements is being conducted with Laura Stuart of Charles Schrader and Associates.
- Upland Design has submitted a proposal to update a site plan for Stephanie’s Garden. Director Guritz stated that he has met with several members of the
committee to discuss future improvements. The goal of the project is to develop an outdoor nature play area for the community. Commission discussed the history of the project, and involvement of family and community members.

Commissioner Cullick entered the meeting at 5:42 p.m.

**VIII. Proposed Organizational Chart Updates**

Director Guritz presented an updated organizational chart for the District. Within the proposed chart, there are four divisions: Grounds and Maintenance, Environmental Education, Hoover Forest Preserve and Ellis House and Equestrian Center.

Commission Koukol inquired into the grounds maintenance staff member at Ellis. Director Guritz stated that at the time that Craig Johnson retired from the District, Mike Prinos was transferred from Ellis House and Equestrian Center to Hoover, and Marshall (Marty) Vick was transferred to Ellis. Marty Vick works part time for the District, and has assumed greater roles and responsibilities with his transfer to Ellis.

Commission discussed the assignment of authority in the absence of the Director of the District. It was suggested that temporary assignment of authority be written into the Superintendent of Grounds and Resources position description.

Director Guritz stated that the organizational chart will continue to be updated as changes are made in District staffing and divisions.

Commissioner Purcell made a motion to forward the organizational chart to Commission as amended. Seconded by Commissioner Davidson. All, aye. Opposed, none.

**IX. Review of Proposed Position Descriptions**

Director Guritz presented the job descriptions for the District’s Grounds Maintenance Worker, Environmental Education Instructor, Office Assistant and Equestrian Center Manager positions.

Director Guritz stated that there are four additional position descriptions that need to be developed to complete all position description updates.

Director Guritz stated that it is important to have these updated in order to insure that position duties are clearly defined, as well as the qualifications for the positions. This is particularly important when examining duty restrictions.

Commission discussed the Grounds Maintenance and Environmental Education Instructor position descriptions.
Commissioner Gilmour inquired into the minimum requirements for the Environmental Education Instructor position. Director Guritz stated that the minimum requirement is for an individual to possess an associate’s degree, with preference given to individuals with a bachelor’s degree possessing a teacher certification.

Commissioner Purcell made a motion to forward the Grounds Maintenance Worker and Environmental Education Instructor position descriptions as presented for Commission approval. Seconded by Commissioner Prochaska. All, aye. Opposed, none.

X. Review of Proposed Facility Rental Fees and Charges

Director Guritz presented the updated facility rental fees and charges spreadsheet for discussion. The revised spreadsheet includes reduced fees and charges for staff assistance with set-up and cleanup of events held at Meadowhawk Lodge and Ellis House and Equestrian Center. Fees were also reduced for use of Meadowhawk Lodge to attract facility use.

Commission discussed the proposed fees and charges.

Commissioner Cullick requested that the contract and agreement for use of Meadowhawk Lodge provide information specific to use of this facility.

Commissioner Cullick made a motion to forward the proposed rental fees and charges to Commission for approval. Seconded by Commissioner Purcell. All, aye. Opposed, none.

XI. Equestrian Program Gap Insurance Proposal

Director Guritz reported that Wine Sergi Insurance had secured quotes for gap insurance for the District’s equestrian center programs to cover claims up to $10,000. Grubb Insurance Group was the low-quote provider for the coverage needed for a cost of $1,009 per year. Coverage includes general liability for all equestrian program participants and volunteers, and includes participant coverage for lessons, camps, and birthday parties, and includes coverage for special equestrian competitions.

Commissioner Gryder joined the meeting at 6:20 pm.

Commissioner Cullick made a motion to forward option one of the group insurance proposal to Commission for approval. Seconded by Commissioner Koukol. All, aye. Opposed, none.
XII. Proposed Barrel Racing Events at Ellis House and Equestrian Center

Director Guritz provided a report on the proposed barrel racing events for Ellis House and Equestrian Center. Anticipated net proceeds from the event totals over $400 from registrations, timed practice exhibition runs, and concessions sales.

Commissioner Wehrli suggested that local outfitters be contacted to secure sponsors with an offer to exhibit or vend at the event.

Commissioner Purcell made a motion to forward the proposal for hosting barrel racing events at Ellis House and Equestrian Center to Commission for approval. Seconded by Commissioner Gryder. All, aye. Opposed, none.

XIII. Review of a Proposed Promotional Sponsorship of Ellis from Uncle Bub’s Restaurant and Catering

Director Guritz reported that Uncle Bub’s has extended an offer to underwrite the full cost of a sponsored ad in Chicago Wedding Magazine, and purchase and loan of a farm box wagon for mounting banners to promote weddings and other Ellis programs and events along Route 52.

Commissioner Purcell stated he would be comfortable with the sponsorship proposal if Uncle Bub’s confirmed in writing an understanding that Ellis operations may be impacted in next year’s budget, which could impact events scheduled for the upcoming year, and that the sponsorship would not impart preferential treatment within the District’s approved caterers’ program. Director Guritz stated he would work to secure this understanding in writing from Uncle Bub’s owner.

Commissioner Purcell made a motion to forward a proposed promotional sponsorship of Ellis House and Equestrian Center from Uncle Bub’s Restaurant and Catering to Commission for approval. Seconded by Commissioner Cullick. All, aye. Opposed, none.

XIV. Raffle Fundraiser for Ellis House and Equestrian Center

Director Guritz stated that the District would be promoting a raffle and fundraiser for Ellis House and Equestrian Center. Tickets are on sale for $5 per ticket or 5 tickets for $20, with a first prize weekend getaway to Galena, Illinois. Tickets will be sold through the month of August, with the drawing in early September.

Director Guritz stated that staff and Commissioners are not eligible to participate, and should not purchase tickets.
Commissioner Cullick asked that the raffle poster and sign-up form be sent out to Commissioners for support in distribution.

XV. IDOT Rail Safety Grant Updates

Director Guritz presented a letter written to Bart Olson, Administrator for the City of Yorkville outlining a request to dedicate Hoover Road as a public road presented by President Wehrli to the Economic Development Committee on Tuesday, July 8, 2015. Yorkville consented to support of the project under the condition that the District assume all maintenance and liability associated with maintaining the public road. In addition to dedication of the road, Yorkville will need to file a petition with the Illinois Commerce Commission to change the designation of the rail crossing from private to public.

Commissioner Wehrli reported that the committee was amenable to supporting the project, with the understanding that if for any reason they needed to perform repairs, the City of Yorkville would be reimbursed for its costs.

Once the rail safety gates are installed, Illinois Railway – OmniTrax will have the responsibility for maintaining the improvements.

XVI. Executive Session

Commissioner Gryder made a motion to enter into executive session under 2(c)1 of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Seconded by Commissioner Prochaska.

Roll call: Commissioners Cullick, Davidson, Gilmour, Gryder, Koukol, Prochaska, Purcell, and Wehrli, aye. Opposed, none.

Executive session called to order at 6:45 pm.

Commissioner Davidson made a motion to adjourn from executive session and reconvene the regular meeting. Seconded by Commissioner Cullick. All, aye. Regular meeting reconvened at 7:09 pm

XVII. Other Items of Business

None.
XVIII. Citizens to be Heard

None.

XIX. Adjournment

Commissioner Davidson made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none. Meeting adjourned at 7:10 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District
I.   **Call to Order**

President Wehrli called the meeting to order at 6:00 p.m. in the Kendall County Board Room.

II.  **Pledge of Allegiance**

All present recited the Pledge of Allegiance.

III. **Invocation**

Commissioner Prochaska offered an invocation for the meeting.

IV.  **Roll Call**

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

V.   **Approval of Agenda**

President Wehrli informed Commission that the meeting would be suspended and reconvened for the purpose of holding an executive session following the County board meeting. Commissioner Gryder made a motion to approve the agenda as presented. Seconded by Commissioner Cullick. All, aye. Opposed, none. Motion passed unanimously.

VI.  **Citizens to Be Heard**

No public comments were offered by those in attendance.

VII. **Approval of Minutes**


c.  Forest Preserve Committee of the Whole – July 15, 2015

Commissioner Cullick made a motion to approve the meeting minutes for the Commission meeting of July 21, 2015; the Finance Committee meeting of July 16, 2015; and the Committee of the Whole meeting on July 15, 2015 as presented. Seconded by Commissioner Shaw. All, aye. Opposed, none. Motion passed unanimously.
VIII. Approval of Claims in an Amount Not-to-Exceed $13,817.18.

Commissioner Cullick made a motion to approve the claims list in the amount of $13,817.18. Seconded by Commissioner Prochaska.

Roll call: Commissioners Cullick, Gilmour, Gryder, Prochaska, Purcell, Shaw, and Wehrli, aye. Opposed, none.

Commissioner Davidson entered the meeting at 6:03 p.m.

IX. Motion Approving the Sale of the Ellis Lesson Horse, Jazz, to Tammy Heere of Herscher, Illinois in the amount of $2,000.

Commissioner Cullick made a motion to approve the sale of Jazz to Tammy Heere of Herscher, Illinois in the amount of $2,000. Seconded by Commissioner Prochaska.

President Wehrli stated that the equestrian center staff are recommending the sale of Jazz to a private individual for $2,000 as part of efforts to manage the herd for offering beginning rider lessons.

Commission discussed the current status of the herd.

Commissioner Koukol inquired into how many horses are owned by the District. Director Guritz stated that the District owns 7 horses, which includes one miniature horse. Sale of Jazz will reduce the herd count to 6, with 4 of these available for supporting the lessons program.

Commissioner Davidson inquired into whether we would be purchasing or finding a replacement horse. Director Guritz stated that any additions to the herd would be brought before Commission for consideration.

Commissioner Gilmour inquired into why Jazz was recommended for sale. Director Guritz stated that one of the challenges with beginning rider programs is that you need horses suitable for beginning riders. Jazz has a tendency to stop short, increasing the chances for beginning riders to lose their balance and fall. Many of the incident reports that are received involve this issue.

Roll call: Commissioners Cullick, Davidson, Gilmour, Gryder, Prochaska, Purcell, Shaw, and Wehrli, aye. Opposed, none.
X. Motion Approving the Issuance of Procurement Credit Cards to Emily Dombrowski, Environmental Education Coordinator, and Megan Gessler, Natural Beginnings Manager, both with a Maximum Single Purchase Limit of $250.00 and a Monthly Combined Purchases Limit of $500.00.

Commissioner Cullick made a motion to approve the issuance of procurement credit cards to Emily Dombrowski, Environmental Education Coordinator, and Megan Gessler, Natural Beginnings Manager as presented. Seconded by Commissioner Purcell.

Commissioner Wehrli stated that this request will allow environmental education staff to make procurement card purchases within their respective areas of budget oversight.

Commissioner Gryder stated he would not be supporting this motion, and has not supported similar motions out of concerns that the issuance of credit cards to a large number of staff creates the potential for accounting issues and liabilities.

Roll call: Commissioners Cullick, Gilmour, Prochaska, Purcell, Shaw, and Wehrli, aye. Opposed, Commissioners Gryder and Davidson. Motion carried by a vote of 6 to 2.

XI. Citizens to Be Heard

No public comments were offered by those in attendance.

XII. Motion to Suspend the Meeting

Commissioner Purcell made a motion to suspend the regular meeting, to be reconvened following the meeting of the Kendall County board. Seconded by Commissioner Prochaska. Aye, all. Opposed, none. Regular meeting suspended at 6:10 pm.

Regular meeting reconvened at 7:28 pm.

Roll call: Commissioners Cullick, Davidson, Gilmour, Gryder, Prochaska, Purcell, Shaw, and Wehrli all were present.

XIII. Executive Session

Commissioner Prochaska made a motion to enter into executive session under 2(c)1 and 2(c)5 of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal
counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity; and to discuss 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. Seconded by Commissioner Cullick. All, aye. Opposed, none. Executive session called to order at 7:29 pm.

Commissioner Shaw made a motion to reconvene the regular meeting. Seconded by Commissioner Prochaska. Regular meeting reconvened at 8:30 p.m.

XIV. Adjournment

Commissioner Davidson made a motion to adjourn. Seconded by Commissioner Prochaska. Aye, all. Opposed, none. Meeting adjourned at 8:32 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District
I. Call to Order

Finance Committee Chair Cullick called the meeting to order at 6:45 pm in the Kendall County Board Room.

II. Roll Call

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

III. Approval of Agenda

Chairman Cullick informed the committee that item VIII – Competitive Analysis of Wedding and Special Event Venues, would be considered first following review of the claims list. Commissioner Gryder made a motion to approve the agenda as amended. Seconded by Commissioner Koukol. Aye, all. Opposed, none.

IV. Citizens to be Heard

No public comments were offered.

V. Approval of a Motion to Forward Claims for Approval in an Amount Not-to- Exceed $13,817.18.

Commissioner Gryder made a motion to forward claims for approval in the amount of $13,817.18 for Commission approval. Seconded by Commissioner Koukol.

Commissioner Gryder inquired into claim #148 in the amount of $22.75 for the Illinois Tollway Authority. Review of the claim determined it was an account maintenance fee for removal of transponders as part of the account clean-up.

Commissioner Koukol inquired into claim #182 for Clean Tech of Illinois for cleaning services in the amount of $945.00. The claim included several cleaning events, with the District paying more for the service when more time passes between cleaning events. Events include a 2-month cleaning in April for $170, three cleanings in May on May 1, and 5 for $105, and May 29 for $145, and four events in June for $105 each.

Commissioner Koukol inquired into claim #152 for VFIS for an insurance reimbursement totaling $1,009. Director Guritz stated that this charge was the insurance premium for the new equestrian program gap insurance coverage.
The Finance Committee discussed other claim listings.

Commissioner Cullick called the question. All, aye. Opposed, none. Motion passed unanimously.

VI. Competitive Analysis of Wedding and Special Event Venues

Events Coordinator Tina Villarreal presented a spreadsheet showing local wedding venues in comparison to fees, charges and amenities at Ellis House and Equestrian Center.

Tina summarized the comparable facilities, and stated that in general, Ellis’s pricing is competitive within the wedding venue marketplace.

Tina stated that in order for Ellis to accommodate more guests, additional parking is needed, and the size of the tent and tent pad would need to be expanded.

Director Guritz inquired into Northforks Farms. Currently, Ellis pricing is significantly less, with Northfork charging guests for tent rental on top of a $2,800 facility fee.

Danada House charges comparable fees, but includes use of an indoor climate-controlled atrium.

Tina stated that many of these venues charge additional fees to the catering firm in the amount of $1 per guest for dinner, $2 per guest if there is bar service.

Commissioner Koukol inquired into what is needed to increase Ellis bookings. Tina stated that offering set up and clean-up is important. Having this option available now may help secure future bookings. Increased marketing and advertising also is needed.

Latreese Caldwell stated she had contacted Google, and it appears they have added Ellis to search engines for local wedding venues following her request.

Commission discussed cleaning service options. This has been explored.

Commissioner Gryder inquired into how many individuals request photos with the horses. Tina advised the committee that she typically doesn’t push this because she doesn’t handle horses, but 25% request this, and these requests are accommodated as part of bookings.

Commissioner Gryder asked whether this could be promoted for an additional charge.

Director Guritz asked what a typical wedding takes as far as requests for Tina’s time and assistance. Tina stated that she is hands-on within the events. Tina stated that it depends on the party. Tina offers referrals, coordinates with vendors selected by the individuals planning the wedding, stays on top of coordinating vendors coming to the site to offer
directions, and helps facilitate other planning efforts. Wedding coordination services could be offered as a separate charge.

Director Guritz asked if Tina keeps track of the different vendors coming into the site. Tina stated that she is aware of participating area businesses, and those are invited to assist with the bridal expo.

Commissioner Cullick asked what the capacity is for weddings at Meadowhawk. Tina stated that 100 is the maximum for wedding events.

Commissioner Cullick asked whether Ellis has a Facebook page for weddings. Tina stated that the Facebook page was recently deactivated, but would be exploring this in the future.

The Finance Committee thanked Tina for the analysis.

VII. Review of Equestrian Program Participation History and FY 15-16 Revenue Calculations

Director Guritz stated that efforts are continuing to review the raw data compiled by the equestrian center’s summer intern. The data provides the number of individuals taking lessons, birthday parties and camps, participation by zip code and date, and overall program participation to compare with the report presented earlier this year to the committee.

The data was used to run a scatterplot for participation, and showed that center programming is light November through March, picking up in April, with some concentration of programs taking place mornings between 8 and 10 am and evenings between 5 and 8 pm.

VIII. Ellis Equestrian Center Lesson Horses – Herd Management Updates

Director Guritz reported that equestrian center staff members have been working to find a second-career home for Jazz, one of the lesson horses. Jazz is a good horse, but not a good fit for beginning riders. Tammy Heere has offered to purchase Jazz for $2,000. Arrangements for transport next Monday have been made, pending completion of Coggins testing. Director Guritz stated he did not want to delay the transfer of ownership, and requested that the Finance Committee provide direction to move forward with the sale.

Director Guritz stated that there are two other horses that should be considered for sale, and will present a report at the next meeting.

Director Guritz stated that the District should look for opportunities for boarding horses at Ellis to generate revenue.
Director Guritz stated that management of the horses at Ellis is likely to generate some conflict, but it is the right thing to do in order to properly support programming.

IX. Millbrook Bridge Updates

Director Guritz presented an exhibit showing the location of property ownership within the Dobson Road right-of-way. That portion of the right-of-way south of the centerline is now owned and under the jurisdiction of the Village of Millbrook. The District has easement access rights within the entire right-of-way from the bridge to the barricade, which includes a portion of property owned by Randy and Gayle Roberts. Millbrook North Forest Preserve boundaries extend to the centerline of Dobson Lane from the north adjacent to the property owned by Randy and Gayle Roberts.

The exhibit was submitted to the Village of Millbrook with a request for a request for an easement to construct a trail to Millbrook North Forest Preserve within the property and right-of-way under the jurisdiction of the Village of Millbrook. This request was denied, and Commissioner Gryder inquired into whether the intergovernmental agreement with Fox Township could be rescinded. Director Guritz stated he believed that the District held a warranty deed for the bridge, but would review the file and send out the documents for review.

President Wehrli is following up with the President of the Village of Millbrook.

The Finance Committee discussed the issue, reaching consensus that without support of the Village of Millbrook, the District is unable to secure the funding needed to restore the bridge.

X. CPR/First Aid Training and AED Purchases

Director Guritz provided a copy of the Physical Fitness Facility Medical Emergency Preparedness Act which requires public agencies with indoor physical fitness facilities to install AED’s. Based on review of the act, it does not appear the District is required to install AED’s within its facilities, but this is under review by Dr. Tokars of the KC Health Department for confirmation.

Director Guritz stated that CPR/First Aid training is being scheduled through Bristol-Kendall Fire Department at a cost of $40 per participant for a 4-hour class that will include training in use of an AED.

Director Guritz estimated that approximately 10 staff members will be certified.
XI. Neshnabe’k Restoration Project Supplies

Director Guritz presented an overview of materials available for restoration of the Neshnabe’k village site. In order to prepare for fall programming, and reduce project costs, reed mats resembling cattails will be used in place of artificial tree bark, or commercially available bark products. This will be a supply cost rather than a capital project cost, and estimates will be provided at the next Finance Committee meeting.

XII. Review of District Utility Costs

Director Guritz reported that Administrative Assistant Becky Antrim has completed a report showing the last twelve-months of utility payments for Amereen, Champion Energy, ComEd, and Nicor based on the meters owned by the District at various locations.

The Finance Committee discussed the report, and requested that staff prepare an audit of facilities powered by each meter.

The Finance Committee discussed the natural gas bills for the grain driers. Director Guritz stated that we are currently not receiving revenues for use of the driers, but Brad Mathre does reimburse the District for lease costs. The Finance Committee instructed Director Guritz to place review of the license agreement on an upcoming agenda for consideration for review, with consideration of charging a one-cent per bushel fee for use of the driers.

XIII. FY 15-16 Budget Progress Report

Latreese Caldwell presented a report on current year revenues and expenditures compared with the budget reallocations, excepting Environmental Education programs.

Within the report, costs are allocated in accordance with the new cost centers that will come into use for accounting within the upcoming fiscal year.

The Finance Committee reviewed the budget for Hoover Forest Preserve. The report for Hoover Forest Preserve includes the working budget, and year-to-date amounts collected and expended, and budget balance. Latreese highlighted the following from the Hoover Forest Preserve summary:

- Utility costs have not been allocated out to areas of operation. This information was not available at this time.
- Hoover Forest Preserve revenue $3,200; expenses $3,500; deficit $300
- Bunkhouses revenue $18,000; expenditures $22,000; deficit $4,000
- Campsites revenue $2,500; expenditures $8,900 deficit $6,400
• Meadowhawk revenues $6,300; expenditures $8,000; deficit $1,800

Commissioner Gryder inquired into revenues for each of the rental areas. Director Guritz stated that Becky Antrim ran the revenue figures for the past year, with year-to-date figures for bunkhouse rentals at $22,250, Campsites at $2,685, Meadowhawk Lodge at $7,042 and shelters at $3,520.

Latreese stated that total revenues collected for the year for Hoover rentals totaled $28,750, representing 47% of the estimated total.

Director Guritz stated that in looking at year-to-date actual features, we are likely overstated for campsite rentals, bunkhouses rentals should exceed projections, and projections for Meadowhawk lodge may be achieved.

Latreese stated that a good portion of the revenues should be recognized within the last quarter of the fiscal year based on use and program concentrations.

Latreese stated that even though revenues for Hoover Forest Preserve are lagging behind, expenditures are lagging behind as well.

Reallocations of staff salaries is underway to account for the transfer of Ron Smrz from Ellis to Grounds and Resources, and for Marty Vick’s transfer from Hoover Forest Preserve to Ellis. Latreese is working with the Treasurer’s Office to complete these reallocations.

The Finance Committee discussed the $65,000 allocation for Hoover utilities, shop supplies, and maintenance, with work underway to break out the specific costs associated with this line item in the budget.

Year-to-date overall deficit for Hoover Forest Preserve is $43,965.

The Finance Committee reviewed the year-to-date budget for Grounds and Resources (cost center 500). Shelter rentals are at $3,400, approximately 50% of the total anticipated revenues allocated. Currently, Mike Prinos is allocated to Grounds and Resources, and the expenditures are on track.

Director Guritz pointed out that a portion of the salary costs for Grounds and Resources is also allocated to the capital budget.

The Finance Committee reviewed the Administrative cost center. Latreese pointed at an error on the spreadsheet for tax allocations, but the year-to-date totals presented were correct.
Director Guritz stated he would be reviewing the farm license agreements to make sure we have received all of the base rent payments.

Commissioner Koukol stated that our promotion and publicity budget should be examined in order to better promote District offerings.

Commissioner Davidson suggested concentrating limited funding on targeting different communities on a rotating basis.

The Finance Committee discussed the marketing plan developed by Benedictine University, and the need to target residents using social media sites.

Director Guritz stated that the direct mailing idea is good, and we should move forward with this to promote District facilities. Lateese offered to work with Tina Villarreal to move this forward.

In looking at the Ellis budget for part-time staff, total allocations for personnel is at 71%, while revenues are at 63%, indicating there is room for improvement in management of costs for this facility. The Finance Committee deferred review of the Ellis and Environmental Education budgets to the next Finance Committee meeting.

The Finance Committee thanked Lateese for her efforts to help pull these figures together.

Director Guritz provided an overview of the FY 15-16 budget. The spreadsheet includes all costs for operations, pulling figures currently allocated to capital back into the operating budget. Based on the initial figures, the operating deficit for covering all District operations in the upcoming year is $60,000 to $65,000, with additional transfer of capital fund interest earnings needed to balance the past and current fiscal years’ operating deficits to achieve a positive fund balance. The District started the fiscal year with an operating deficit of $34,812.

Director Guritz stated that while Commission can make the determination to code a portion of the operating budget to the capital fund, in three years, these funds will not be available, and the full cost for operations will need to be covered within the operating fund.

Highlighted areas within the spreadsheet will require further analysis. The preliminary budget spreadsheet does not include figures for salary increases.

There are still questions pending for health insurance, IMRF, and liability insurance cost increases for the upcoming fiscal year.

Director Guritz stated that the District will not be able to carry all costs in the operations budget in the coming fiscal year without making difficult decisions. The biggest concern is
retaining a surplus to address future emergency expenditures given the District’s high insurance deductibles.

XIV. Executive Session

Commissioner Koukol made a motion to enter into executive session under 2(c)1 of the Open Meetings Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Seconded by Commissioner Davidson. Koukol, Davidson, Gryder, Cullick, and Wehrli, aye. Opposed, none. Executive session called to order at 9:07 pm.

Commissioner Davidson made a motion to adjourn from Executive Session. Seconded by Commissioner Gryder. All, aye. Opposed, none. Regular meeting reconvened at 9:52 pm.

XV. Other Items of Business

None.

XVI. Citizens to be Heard

None.

XVII. Adjournment

Commissioner Wehrli made a motion to adjourn. Seconded by Commissioner Gryder. All, aye. Meeting adjourned at 9:53 pm.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District
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**Total FOREST PRESERVE EXPENDITURE**: 11,349.49
PROPOSAL

K & K WELL DRILLING

Pump Sales & Service - Call For Estimates
P.O. BOX 430
YORKVILLE, IL 60560
630-553-5111

TO: KENDALL COUNTY FOREST PRESERVE
110 W. MADISON
YORKVILLE, IL 60560
630.774.0520

RESPOND TO: K & K WELL DRILLING, INC.
P.O. BOX 430
YORKVILLE, IL 60560
630-553-5111

630-553-4023 FAX

THE UNDERSIGNED PROPOSES TO FURNISH ALL MATERIALS AND PERFORM ALL LABOR NECESSARY TO COMPLETE THE FOLLOWING:

JOB LOCATION: YOUNGS FOREST PRESERVE 8225 RT. 71 YORKVILLE, IL

LEGAL DESCRIPTION:

SCOPE OF WORK: PERMANENTLY ABANDON EXISTING WATER WELL

PERMANENTLY ABANDON EXISTING 6" STEEL CASING WATER WELL

EQUIPMENT / LABOR TO BUST UP CONCRETE SLAB AND HAUL AWAY - $600 KCFP TO BREAK UP SLAB AROUND WELL HEAD PRIOR TO SEALING OTHERWISE

KENDALL COUNTY HEALTH DEPT WELL ABANDONMENT PERMIT FEE (if applicable) 100.00

PRICE INCLUSIVE OF: *** Disposal of all pump materials, securing necessary permits & coordination of all village/county inspections.

TOTAL PROPOSED COST: $750.00

TERMS: Zero DOWN PAYMENT UPON ACCEPTANCE, BALANCE TO BE PAID UPON COMPLETION OF WORK. PROPOSAL PRICE GOOD FOR 30 DAYS.

DATE: JULY 21, 2015

SIGNATURE: Ken Knierim

Acceptance

It is the property owner’s responsibility to provide right of way access to the well location. It should be understood that the nature of drilling means heavy machinery moving in and on your yard. A certain amount of noise in the form of the cut, flow of water, drill mud, and rock chips from the drilling operation should be expected. If the pump installation requires trenching, this will affect the property appearance as well. K & K is not responsible for clearing any excess debris or drill spoil as the result of the installation as a whole.

K & K is waived of any and all liability for any repairs or damage to yard, landscaping, underground private utilities or services not located by JLLJJE, Inc., or driveway. K & K is not responsible for neither quantity nor quality of water achieved in drilling process. Labor cost is guaranteed for 30 days. A finance charge of 1.5% per month, an annual interest rate of 18%, will be added to delinquent accounts. K & K is hereby authorized to furnish proposal, for which the undersigned assumes a personal guarantee to pay the amount mentioned in said proposal, according to the terms thereof. Should contractor bring any action against the parties, the parties consent to the sole and exclusive jurisdiction in the State of Illinois, County of Kendall, for any claim or disputes between parties. The parties further agree that any claims or disputes shall be governed by the laws of the State of Illinois. In the event K & K is found to have liability to Customer, Customer shall not accept the amount Customer has paid pursuant to this contract. Upon signature, this document becomes a binding contract upon both parties.

Signature:

Date Accepted: __________________________  Print Name: __________________________
Kendall County Forest Preserve District  
Fall 2015 Public Program Budget: Fees and Charges  
14-Aug-15

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<td>Nature Yoga</td>
<td>Sept. 22</td>
<td>Hoover FP</td>
<td>4 to 6</td>
<td>$5 per student</td>
<td>6</td>
<td>15</td>
<td>$28.00</td>
<td>$0.00</td>
<td>$2 - $47</td>
</tr>
<tr>
<td>Fall Family Paddle</td>
<td>October 3rd</td>
<td>KCHC</td>
<td>8+</td>
<td>$75 Per Canoe</td>
<td>5 canoes</td>
<td>10 canoes</td>
<td>$70.00</td>
<td>$50.00</td>
<td>$20 - $220</td>
</tr>
<tr>
<td>Fall Colors</td>
<td>October 6th</td>
<td>Hoover FP</td>
<td>1 to 3</td>
<td>$5 per student</td>
<td>6</td>
<td>15</td>
<td>$28.00</td>
<td>$0.00</td>
<td>$2 - $47</td>
</tr>
<tr>
<td>All Things Autumn</td>
<td>Oct. 7th</td>
<td>Hoover FP</td>
<td>4 to 6</td>
<td>$5 per student</td>
<td>6</td>
<td>15</td>
<td>$28.00</td>
<td>$0.00</td>
<td>$2 - $47</td>
</tr>
<tr>
<td>Fall Color Hike</td>
<td>Oct. 24th</td>
<td>Hoover FP</td>
<td>All Ages</td>
<td>$10 for a family up to 4</td>
<td>5 Families</td>
<td>10 Families</td>
<td>$35.00</td>
<td>$10.00</td>
<td>$5 - $55</td>
</tr>
<tr>
<td>Forest Forts</td>
<td>Nov. 5th</td>
<td>Hoover FP</td>
<td>6 to 12</td>
<td>$5 per student</td>
<td>6</td>
<td>15</td>
<td>$28.00</td>
<td>$0.00</td>
<td>$2 - $47</td>
</tr>
<tr>
<td>Nature's Hitchhikers</td>
<td>Nov. 10th</td>
<td>Hoover FP</td>
<td>4 to 6</td>
<td>$5 per student</td>
<td>6</td>
<td>15</td>
<td>$28.00</td>
<td>$0.00</td>
<td>$2 - $47</td>
</tr>
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Total Net Gain (Range) for Fall 2015 Programs: $37 - $617
Kendall County Forest Preserve District
Proposed Fall 2015 Programs

**September:**

**September 9th - Creek Exploration**
Ages: 6-12
Location: Hoover
Time: 4:15-6
Price: $5
Minimum number of participants: 6

**September 18th - Sunset Adventures**
Ages: All Ages
Location: Hoover
Time: 6-8 pm
Price: $10 for a family up to 4- Each additional child is $2
Minimum number of participants: 4 families

**September 19th - ENTICE workshop**

**September 22nd - Nature Yoga - Animals**
Ages: 4-6 with caregiver
Location: Hoover
Time: 9-10 am
Price: $5
Minimum number of participants: 6
**September 26th and 27th - Hunting and Fishing Days**

**October:**

**October 3rd - Fall Family Paddle**
Ages: 8+ with an adult
Location: Meet at Kendall County Historic Courthouse, put in at the Old Post Office and take out at Silver Springs
Time: 10 am-2 pm
Price: $75 per canoe, Snacks Provided
Minimum number of participants: 5 canoes
October 6th – Toddling Naturalist: Fall Colors
Ages: 1-3 with caregiver
Time: 9-10 am
Price: $5
Minimum number of Participants: 6

October 7th - All Things Autumn
Ages: 4-6
Location: Hoover
Time: 9-10 am
Price: $5
Minimum number of participants: 6

October 10th - Forest Foundation Fall Festival

October 16th - Family Fun Night at Ellis

October 24th - Fall Fun- Fall Color Hike and Pumpkin Program
Ages: All Ages
Location: Hoover
Time: 10-11:30 am
Price: $10 for a family up to 4- Each additional child is $2
Minimum number of participants: 5 Families

November:
November 5th - Fabulous Forest Forts
Ages: 6-12
Location: Hoover
Time: 4-5:30 pm
Price: $5
Minimum number of participants: 6

November 10th - Nature’s Hitchhikers
Ages: 4-6
Time: 9-10:30 am
Price: $5
Minimum number of Participants: 6
Fall 2015 Educational Programs

**September 9th - Creek Exploration**
Ages: 6-12
Location: Hoover, Eagle’s Nest Shelter
Time: 4:15-6 pm
Price: $5
What kinds of animals live in and around the creek? We will hike to the creek and explore. Please come prepared to get dirty. Closed-toe shoes are a must. Nets and buckets will be provided.

**September 18th - Sunset Adventures**
Ages: All Ages
Location: Hoover, Eagle’s Nest Shelter
Time: 6-8 pm
Price: $10 for a family up to 4
Each additional child is $2
Come and see what happens at the forest preserve around sunset. We will go on a sensory hike, do activities, and roast marshmallows.

**September 22nd - Nature Yoga - Animals**
Ages: 4-6 with caregiver
Location: Hoover, Eagle’s Nest Shelter
Time: 9-10 am
Price: $5
Explore nature in a different way by doing yoga in the forest preserve. We will practice poses, go on a short hike, and create a craft. Each session will focus on a different forest animal. Please bring your own yoga mat.

**October 6th - Toddling Naturalist:**
**Fall Colors**
Ages: 1-3 with caregiver
Location: Hoover, Eagle’s Nest Shelter
Time: 9-10 am
Price: $5
Why do leaves turn red and yellow in the fall? Learn about this and much more while we take a hike, do activities, and complete a craft. Please dress appropriately for the weather.

**October 7th - All Things Autumn**
Ages: 4-6
Location: Hoover, Eagle’s Nest Shelter
Time: 9-10 am
Price: $5
The Fall season is here! Let’s explore nature’s colors via animal homes and the surrounding flora. Please dress appropriately for the weather.

**October 24th - Fall Fun - Fall Color Hike and Pumpkin Program**
Ages: All Ages
Location: Hoover, Eagle’s Nest Shelter
Time: 10-11:30 am
Price: $10 for a family up to 4
Each additional child is $2
Come and see the colors that the forest preserve has to offer! We will go on a hike and then decorate a pumpkin to take home.

**November 5th - Fabulous Forest Forts**
Ages: 6-12
Location: Hoover, The Rookery
Time: 4-5:30 pm
Price: $5
Many animals call the forest their home. We will explore the different ways animals survive and then build our own fort in the woods! Please dress appropriately for the weather.

**November 10th - Nature’s Hitchhikers**
Ages: 4-6
Location: Hoover, The Rookery
Time: 9-10:30 am
Price: $5
Plants were busy growing all summer. Many plants get some help from animals to move their seeds. We’ll explore the woods to look for these fall travelers. Please dress appropriately for the weather.

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For Additional Information:
Email: edombrowski@co.kendall.il.us

To Register for a Program:
Call: 630-553-4025
or
Email: rantrim@co.kendall.il.us