I. Call to Order

Vice-chair Cullick called the meeting to order at 9:00 a.m. in the Kendall County Board Room.

II. Roll Call

Commissioners Cullick, Davidson, Gilmour, Gryder, Koukol, Prochaska, Purcell, and Shaw all were present. President Wehrli and Commissioner Flowers were absent at the start of the meeting.

III. Citizens to be Heard

No public comments offered.

IV. Approval of Claims in an Amount not to Exceed $17,021.71

Commissioner Prochaska made a motion to approve claims in the amount of $17,021.71. Seconded by Commissioner Koukol. President Wehrli arrived at 9:03 am.

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

V. Approval of Minutes

Commissioner Cullick made a motion to approve the Finance Committee meeting minutes of January 29, 2015, the Commission meeting minutes of February 3, 2015, the Special Commission meeting minutes of January 29, 2015, and the Programming and Events Committee meeting minutes of February 4, 2015. Seconded by Commissioner Shaw. All, aye. Opposed, none. Motion passed unanimously.

Commissioner Flowers arrived at 9:10 am.

VI. ComEd Green Region Grant Application in the Amount of $10,000.00

Director Guritz reported that the District is receiving letters of support of the application from The Conservation Foundation and Illinois Nature Preserves Commission. Once received, a separate resolution approving direct matching expenditures totaling $10,000 is required in order to leverage the grant funding. Funding will be used towards the
restoration of Tucker-Millington Fen and Maramech Forest Preserves, both dedicated nature preserves for the State of Illinois. The goal of the project is to remove exotic and invasive species from both nature preserves. The project will include development of restoration plans for both areas that will be submitted for approval to the Illinois Nature Preserves Commission. An additional resolution approving the application will be prepared for consideration at the March 3, 2015 Commission meeting.

Commissioner Koukol inquired into the source of matching funds. Director Guritz reported that the District’s operating and bond fund budgets include sufficient appropriations to cover the match.

Commissioner Purcell requested the specific budget sources for the match, and whether the District would be expending more than $10,000. Director Guritz stated that the goal was to match the $10,000 request with $10,000 of District funds. The operating budget includes $5,500 for preserve improvements, $1,000 for natural area management supplies, and the bond fund includes $5,500 for natural area volunteer program equipment and supplies.

Commissioner Purcell asked whether the $5,500 of preserve improvement funding would fully expend the line-item. Director Guritz stated that project expenditures will likely extend over a two year period making it unlikely the entire line item would be expended in the current fiscal year.

Commissioner Davidson inquired whether the District held full title over the preserve areas at Maramech. Commission discussed a one-acre area section of the preserve with historical significance that may be purchased from the Plano school district. President Wehrli stated that the purpose of the grant is to improve the flatwoods and wetlands at Marmech Preserve.

Commissioner Davidson inquired about the grant program. Director Guritz reported that the program is a one-time only opportunity. Commissioner Davidson expressed concern about fully expending budgeted amounts towards this project. Director Guritz stated that expenditures would likely bridge two fiscal years.

Commissioner Cullick made a motion to approve submission of a ComEd Green Region grant application in the amount of $10,000.00. Seconded by Commissioner Shaw. All, aye. Opposed, none. Motion passed unanimously.

Roll call: Commissioners Cullick, Davidson, Gilmour, Gryder, Koukol, Prochaska, Purcell, Shaw, Flowers, and Wehrli, aye. Opposed, none. Motion passed unanimously.
VII. Other Items of Business

Director Guritz reported on upcoming projects and priorities including preparation of bid packets for ash tree removals at Hoover Forest Preserve; preparation of the spring newsletter and transition to an eNewsletter; development of the purchase contract for the Fox River Bluffs acquisition pending confirmation of The Conservation Foundation’s receipt of grant funding through the Grand Victoria Foundation and completion of final property appraisal; renewal of farm license agreements including development of a spreadsheet of acres under cultivation; contract completion and payment for hay production at Ellis; completion of due diligence on the RecPro registration software; completion of research of high-speed internet options for Hoover; development of a plan for website content updates; preparation for the S&P bond refund meeting; preparation of a call for proposals for a bond underwriter; presentation of an inspection contract for Millbrook bridge; development of a potential contract with the trail horse challenge association; closing on the Fox River Bluffs property towards the end of March; development of an independent contractor and license agreement for the Ellis House caretaker; development of the ComEd Green Region grant program resolution; and approval of the tree removal project contract.

Commissioner Purcell inquired into the Ellis House agreement. Director Guritz responded that the agreement is for the Ellis House caretaker’s use of the apartment.

Commissioner Purcell inquired into the fees and charges for the year. Director Guritz reported that the fees and charges schedule had been presented to the Events and Programming Committee for approval, and will be brought forward to Commission. Commissioner Purcell requested a copy of the fees. Director Guritz stated he would send out the fee schedule to the full board.

Commissioner Purcell inquired into wedding bookings for Ellis compared to the past year. Director Guritz reported that we are currently down in bookings, but this would be compared to the previous year and brought forward.

Commissioner Davidson inquired into the budget coding project. Director Guritz reported that work was underway to complete the budget spreadsheets, and that this would be brought before Commission once the final draft is complete.

Commissioner Koukol reported on his attendance at the Ellis Bridal Expo, and was pleased to see a good turnout at the event including brides, businesses, and hotels.
VIII. Executive Session

None.

IX. Adjournment

Commissioner Cullick made a motion to adjourn. Seconded by Commissioner Flowers. All, aye. Meeting adjourned at 9:24 a.m.

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District