I. Call to Order
II. Roll Call
III. Citizens to be Heard
IV. Operation Reports
   A. Ellis House & Equestrian Center
   B. Environmental Education
   C. Grounds & Natural Resources
   D. Volunteer Program
   E. Reservation Report
   F. Director’s Report
V. Master Plan Discussion
VI. Wrigley Tax Abatement Agreement
VII. Meeting Sign-in Sheet
VIII. Special Event Permit – Carranza Ceremony
IX. County Finance Director Stipend
X. Horse Donation
XI. Conceal Carry Legislation
XII. Executive Session
XIII. Other Items of Business
XIV. Adjournment
House Bookings:

- June 8, 2014 – Wedding – Aurora - I was searching for rural wedding venues online. I don't believe Ellis house came up right away. I found you while doing some "digging" online. I think I may have even found a photo on my photographer's blog of Ellis house then searched the blog for the venue where the photos were taken.
- June 14, 2014 – Wedding – Joliet - My soon-to-be mother-in-law heard about The Ellis House from the owners of Dollinger Farm as she was asking around for outdoor wedding venues.
- June 21, 2014 – Wedding – Lansing, IA - We found out about Ellis House by doing a Google search for farms and outdoor wedding spaces outside of Chicago. That gave us a direct link to Ellis House.
- June 28, 2014 – Wedding – Minooka - Jason and I found out about the Ellis house from search the web. We then decided to come see the property in person and feel in love!
- July 12, 2014 – Wedding – Lemont - I heard about Ellis through unorthodox means. I discovered it through my position at the as a Kendall County Assistant State's Attorney in the Civil Division.
- July 19, 2014 – Wedding – Joliet - I found you online. I just googled “outdoor wedding venues in the Plainfield area”!
- July 26, 2014 – Wedding – Minneapolis, MN - I definitely found out about Ellis House through online research. I was definitely looking for a more unique venue, and I knew I wanted something like a barn or something outside.
- August 2, 2014 – Wedding – Minooka - I found Ellis House simply by doing a google search for reception venues within the area.
- August 9, 2014 – Wedding – Joliet – I googled ranch style venues in Minooka and it popped up
- August 30, 2014 – Wedding – Plainfield - I heard of Ellis house after stopping by to investigate the stables. My mother was in from out of town and she is an avid horse rider, we saw the stables when driving by.
- August 31, 2014 – Wedding – Joliet - Google search: rustic bride website followed links and put in zip code and Ellis House came up
- September 7, 2014 – Wedding – Naperville - We heard of Ellis House because Abby had attended a wedding hear a few years ago :)
- September 13, 2014 – Wedding
- September 20, 2014 – Wedding – Montgomery - We found Ellis house through a Google search for outdoor venues. :-(
- September 27, 2014 – Wedding – Braidwood - I found out about Ellis House from a couple friends. I wrote on my social media site looking for a location that had a barn, and someone told me this place and told me to check it out.
- October 4, 2014 – Wedding – Aurora - I heard about Ellis House just by googling forest preserves in Kendall county and such, and came across the main website for Ellis House.
- May 23, 2015 – Wedding - Mazon
- June 20, 2015 – Wedding – New Lenox - I heard about Ellis from a wedding guide magazine last year. The picture caught my attention.
September 12, 2015 – Wedding – Shorewood - I heard of the Ellis House through a friend, and also a bride who will be getting married there this year, Kari Kezele.

September 19, 2015 – Wedding - Joliet

January 16, 2016 – Birthday Party – Channahon - I did the Reindeer Run at Ellis House. After doing the run, and my daughters brownie troop had an afternoon with the horses I wanted to rent Ellis House for my husband’s party.

Ongoing Programs:

✓ Family Fun Night first Friday of every month – Friday, June 6th, attendance = 268

Meetings/Training/Expos/Annual Events:

- Wednesday, June 4th – Committee Meeting in Yorkville
- Saturday, June 14th – Volunteer Seminar on nutrition with Nutrena Representative
- Wednesday, June 18th – Benedictine University
- Wednesday, June 25th – Staff Meeting

House/Property Tours:

- 10 – EHEC
- 1 - Meadowhawk

Group Tours * Birthday * Girl/Boy Scout Parties * Summer Camps:

★ 6 parties/groups with 91 guests
★ 6 camps with 52 students

Riding Lessons:

▶ 94

Community Service hours:

≈ 52

Volunteer Hours:

☐ 228

Total Deposits:

★ $9455.93
Programs and Community Involvement:

- Badge Bonanza is offered through a partnership of educational organizations in Kendall County called the Kendall Education Connection (KEC). The Forest Preserve, Kendall County Outdoor Education Center and the Illinois Extension Office presented activities for Girl Scouts in the morning and Cub Scouts in the afternoon.
- Summer camps began on June 9th and have run each week of June. The camp staff from last year has returned and has hit the ground running and exploring!

- Babes in the Woods and Toddling Naturalists enjoyed an exodus from the pond on their Fabulous Frogs day. Hundreds of tiny toads were making their way to the forest and were just waiting to be discovered, along with the dragonfly nymphs, fish and beetles.
- The Forest Preserve is now offering field trips to daycares during the summer. The first groups have come to experience the pond, forest and prairie at Harris.
- Public programs have brought many families outside together:
  - June 28- Stick with Nature was a partnership with Chicago Wilderness- 29 participations
  - June 29- Celebration of International Mud Day!- 35 muddy participants

Nature Play Space:

- The Nature Exploration Station, featuring Stephanie's Garden as received the distinction of being certified as a Certified Nature Explore Classroom.

Certification Requirements

1. **Well-designed outdoor space:** Provide evidence that principles from the Learning with Nature Idea Book were used in the design of new spaces, or the redesign of existing spaces. For renewal, provide evidence of annual maintenance.

2. **Staff development:** Provide evidence that staff have attended a full-length Nature Explore Workshop. For renewal, provide evidence of annual professional development relating to nature education.
3. **Family Involvement**: Provide evidence that activities or materials designed to increase family awareness and involvement in nature education for young children are provided regularly.

Why Become Certified?

This space will become part of a growing network of schools and organizations working to reconnect children with nature. A specially designated Nature Explore Classroom Web site will offer access to the latest news and research on children and nature, and encourage sharing of ideas.

**Natural Beginnings:**
- Preparations are underway for next school year and new phonics and handwriting curriculum will be added to the lessons.
Muddy fun. Susie and Will Durland showed grit and determination as they tried out the activities on Mud Day last Sunday at the Kendall County Forest Preserve District Hoover Forest Preserve. The events were held in the new Nature Exploration Station area. (Record Photo by Eric Miller)
Mud Day...

International Mud Day was celebrated Sunday at the Kendall County Forest Preserve's new Nature Exploration Station at Hoover. Here, Adalyn and Grace Martinez of Plano seem to be enjoying it. (Record Photo by Eric Miller)
JUNE ACTIVITIES – FULL TIME STAFF.

- We all have continued to spend time at Ellis helping Ron in keeping the grounds perfect for the Weddings.
- We are still in full spraying, mulching, grooming and mowing season, this humid weather has caused a lot of vegetation to be plush!
- We are still continuing to make the Kendall County Forest Preserves the most beautiful in the entire State! Seriously...they truly are!
- The Horse arena at Harris is in full active mode with use daily and requires special attention. Spraying and mowing, and when used after rain, the tire ruts created by the trailers require repair.
- We continue on a weekly basis to remove fallen trees. The emerald ash borer effects have been devastating.
- Craig rough mowed Subat for clover control and also
- Craig power washed all the shelters, dirt and debris really accumulates throughout the winter.
- Patrick and Craig weed whacked the inner trails at Young and Lyon...they were getting rather plush and grown over in these tropical conditions!
- All my people continue to do a SUPERB job in representing the KCFPD.

JUNE ACTIVITIES – KIM OLSON

- I am a “hands on” Superintendent...so always...all of the above alongside the guys! Along with......
- I finished the remainder of the new landscaping at Ellis. Placed soaker hoses, added more mulch.
- I did the IDPH water samples for Young, Harris and Hoover. Young continues to have a bacteria issue.
- I worked with Pizzo and Assoc. regarding the plans for the Schlessler restoration efforts.
- I sprayed Thistle at Hoover and Jay Woods, the Jay Woods prairie is quite beautiful. Go and see it!
- I helped Ron with the set up of Family Fun Night.
- I addressed home owner concerns regarding downed trees on neighboring property at Subat, and removed them.
- I assisted Mike Pierson in bringing mulch from Baker to Hoover with the tractor and dump truck.

JUNE ACTIVITIES – MIKE PIERSON-HOOVER

- Mike has still been busy working on the new Env.Ed. garden area. Spraying and mulching, etc.
- Mike continues to have a full house the majority of the weekends, and tends to their needs.
- Mike is in full spraying, mulching, grooming and mowing season also, as well as clearing downed trees.
- Mike did repairs on an old lawn mower and weedwhacker...saving the expense of buying new.
- Mike did his first wastewater test, a 5 day biological oxygen demand test.
- Mike changed the oil in the aerators at the lagoon.
- Mike changed the geothermal coolant filters.
- The Hoover staff continues to do a SUPERB job in representing the KCFPD.

JUNE ACTIVITIES – RON SMRZ-ELLIS

- Ron has continued to have his hands full with all the demands for new improvements and projects at Ellis.
• Ron has been receiving weekend calls for requests and concerns from the wedding parties.
• Ron has been hauling mulch, mulching, landscaping and is in full mowing season also.
• Ron installed a cable gate at Houses Grove to prevent the public dumping of refuse anymore.
• Ron put up a new fence on the East side of the barn.
• Ron graveled around the generator area and the connector path from the parking lot to the tent.
• Ron has been trying to get the miles of limestone screen paths sprayed...in between raindrops!
• Ron worked with the electrician on underground repair and storage barn outside lighting.
• Ron has been working on the rotten kitchen door sill.
• Ron continues to do a SUPERB job in representing the KCFPD.

ROUTINE DUTIES-FULL 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:
  Electrical, plumbing, carpentry, equipment operation, mechanical / equipment repairs, painting, herbicide application, prescribed burns, logging records of all restoration 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 Ranger duties and mowing.

ROUTINE DUTIES-KIM OLSON

• Anything that Jason may direct me to do.
• Stepping in and assisting wherever needed due to any absences in any department.
• Obtaining quotes and meeting with contractors when projects are pending.
• Managing and scheduling all staff, including Mike at Hoover, and Ron at Ellis.
• Troubleshooting and taking preventative measures at all times to ensure a safe and enjoyable experience for our all guests.
• Educating, informing and communicating with the public.
• Prioritizing and dispatching staff for maximum efficiency and production.
• Opening and closing of preserves as needed to assist on days off and Holidays.
• 24/7/365 on call for staff and Sheriff’s Department for any issues that may arise (and I do get them at all hours!)
• Scheduling/on call for deputy details/patrols.
• Create monthly report.

ROUTINE DUTIES-MIKE PIERSON

• Mike is our on-site certified mechanic for the entire FP fleet.
• Mike is responsible for all the Hoover grounds, buildings, woodlands and trails, maintenance and repairs.
• Mike does care, testing, monitoring and maintenance of lagoon and water treatment systems, testing both daily and monthly.
• Mike supervises part-time staff and also court services individuals.

ROUTINE DUTIES-RON SMRZ: same as Mike Pierson and Kim Olson and crew.

• Ron is responsible for all the many duties in maintaining the Ellis House & grounds, including Baker Woods and Houses Grove.
MONTHLY REPORT TO THE
KENDALL COUNTY FOREST PRESERVE DISTRICT COMMISSION

June 2014

Jody Strohm; Natural Areas Volunteer Coordinator, Accounts Payable

NATURAL AREAS VOLUNTEER (NAV) PROGRAM

Total Volunteer Hours: 143.25
Breakdown of Volunteer Hours:
  Restoration – 10.75
  Trail Monitor - 38.25
  Other - 94.25

- Six months through this year, Natural Areas Volunteers have
donated 835 hours of time restoring our natural areas. This
equates to:
  $19,427.42 in volunteer match dollars.

- Attended Chicago Wilderness Monitoring Natural Areas
class. Speakers included people from the US Army Corps of
Engineers, the Urban Wildlife Institute and the Audubon
Society.

- Conducted the Henneberry Prairie Bird Survey twice in this
  month, our native birds breeding season. Our Walkabout this
  month was at Henneberry to take advantage of the season
  and allow NAV’s to see some of our rare prairie birds.

- Arranged and presented orientation for new natural
  areas volunteers on a Saturday morning. They all intend
  on assisting with our Trail Monitoring program, which
  saves field staff many hours each month by locating prob-
  lems and hazards that may arise on our 20+ miles of
  trails. They will also be combed into some of our many
  opportunities to serve the KCFPD natural areas.

- Prepared and completed a recognition party to honor
  the Natural Areas Volunteer’s outstanding work at KCFPD.

ACCOUNTS PAYABLE

- Prepared receipts and statements, input data and assembled vouchers for 6/5/14 and 6/19/14 voucher
  runs.
KENDALL COUNTY FOREST PRESERVE

MONTHLY REPORT – JUNE 2014

RESERVATIONS / Responsibilities

Harris Forest Preserve

0 Internal Event - 0 guests
33 External Event - 1,739 guests

Guests:
Family Birthday Parties & Reunions
4H Practices & Horse Show
Graduation Parties & Baby Showers
Church Picnics

Jay Woods, Richard Young and Subat Forest Preserves

5 Events - 270 guests

Guests:
Family Birthday Parties & Graduations
Wedding Receptions
Aurora Land Club Restorer Picnic

Hoover Forest Preserve  (includes Meadowhawk Lodge)

6 Internal events: 111 guests: Summer Camp & Art Class
40 External events: 2,644 guests

KC Outdoor Education Center: Various schools & coordination of programs with Forest Preserve.

Guests:
Yorkville Fury Baseball Team Practices & Games
Scout Troops – Three Fires Council & Rainbow Council
Family Birthday Celebrations
Family Engagement Party
Fantasy Revolution Reenactments
Kendall County Sheriff Department – Search & Rescue Training

Historic Courthouse

Internal: 1 event – 48 guests
External: 9 events – 216 guests

Guests:
Kendall County Mayors & Managers
ROE & Kendall Transit Meetings
Kendall County Animal Volunteer Orientation
Internal Forest Preserve Legal Meetings
KENDALL COUNTY FOREST PRESERVE
MONTHLY REPORT – JUNE 2014

RESERVATIONS / Responsibilities

Responsibilities:

→ **Summer Camp:** Received phone calls and e-mails regarding summer camp. Entered camp registrations into Access Database and entered all deposits onto spreadsheet. Summer Camp forms were filed into binders. The camp letters for June were sent to parents and e-mail reminders sent for those that have not sent in their forms.

→ **Education Program Registration:** Received phone calls and e-mails regarding education programs. All program registrations received were entered into Access Database and all deposits onto spreadsheet. Printed registration roster pages from Access Database for each program and gave to education department for attendance.

→ **Field Trips:** Received checks and invoices for field trips. Entered onto deposit spreadsheet and updated invoices to reflect payment received.

→ **Accounts Receivable:** Entered all checks and cash received onto individual department spreadsheet. Keeping track of education program deposits for all programs, field trips, summer camp and Natural Beginnings. Credit Card transaction were completed and deposited.

→ **Site Trak (shelter & bunkhouse reservations):** Entered new reservations and printed out permits and sent out to registrants. Received phone calls and e-mails regarding reservations and answered any questions in a timely manner. Entered all education department programs into Site Trak and printed out permits. All permits received were entered into Site Trak and on deposit spreadsheet.

**Meadowhawk Lodge:** Conducted tour of lodge for 60th wedding reception – booked for August 23, 2014.

**Becky Antrim**
*Reservation Coordinator*
Kendall County Forest Preserve District
110 West Madison Street
Yorkville IL 60560

EXHIBIT 1A

Forest Preserve Commission & Committee Attendance Record

INSTRUCTIONS: Meeting chair is responsible to complete attendance record, designate members assigned as alternates to fulfill quorum, and submit form to Treasurer’s Office or Treasurer’s Office interoffice mailbox within two business days after the meeting date.

MEETING NAME
(Meetings of Forest Preserve District, Standing and Special Committees of the Board of Commissioners)

Date & Time of Meeting: _____/_____/______ _____:_____ a.m./p.m.

INSTRUCTIONS: Meeting chair is responsible to complete attendance record, designate members assigned as alternates to fulfill quorum, and submit form to Treasurer’s Office or Treasurer’s Office interoffice mailbox within two business days after the meeting.

Members in attendance:

John A. Shaw ___________________ Scott Gryder ___________________
Signature

Amy Cesich ____________________ Dan Koukol ____________________
Signature

Lynn Cullick ____________________ Matthew Prochaska ______________
Signature

Elizabeth Flowers _______________ John Purcell __________________
Signature

Judy Gilmour ____________________ Jeff Wehrli ________________
Signature

As Meeting Chair, I affirm and attest the above information is accurate.

______________________________________________________
Signature of Meeting Chair

________________________/_____/____
Date
Special Appointment Attendance Record

INSTRUCTIONS: Appointed/Assigned by the President of the Board of Commissioners with advice and consent of the Board of Commissioners - Per Board of Commissioners Rules of Order - “Special Committee Assignments” Section XII (13). Assigned Board member is responsible to complete attendance record and submit form to Treasurer’s Office or Treasurer’s Office interoffice mailbox within two business days after the meeting date.

SPECIAL APPOINTMENT

(Liaison, Appointment to other Organizations, Special and Ad-Hoc Committees)

Date & Time of Special Appointment Meeting: _____/_____/______ _____:_______ a.m./p.m.

Date Start Time

Name of Commissioner Appointed & in Attendance: _______________________________

INSTRUCTIONS: The assigned/appointed Commissioner is to provide the name of any other participant(s,) which shall not include other Commissioners or District staff

Provide Name, Title and Organization of any other meeting participant(s):

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

As Special Appointed/Assigned, I affirm and attest the above information is accurate.

_____________________________ / _____ / _____
Signature of Assigned/Appointed Commissioner Date
Special Event Permit Application  
Kendall County Forest Preserve District

Instructions: Please sign the form and return it, along with the appropriate insurance certificate to:

Kendall County Forest Preserve District  
110 West Madison Street  
Yorkville, IL 60560

Please submit application at least two months prior to the Special Event.

Applicant Information:

Event Name: Wedding Ceremony  
Organization: ________________________________

Contact Person: Kelly Carranza

Address: 357 Devoe Drive, Oswego, IL 60543  
County: Kendall

Telephone: Work: (630) 978-4919  
Cell: (630) 696-5594

E-mail: carranzafamily@mac.com

Special Event Information:

Name of Forest Preserve: Jay Woods Forest Preserve  
Date(s): August 30, 2014

Event: Wedding Ceremony (reception elsewhere)

Estimated Attendance: 40 people

Arrival Time (includes set-up): 10:00 am 9am

Departure Time (includes take down): 5:00 pm 2pm

Will this Special Event include:

A = $50.00

1. The use of temporary structures?  
   Yes  
   No

2. Collecting/Charging an entrance or registration fee?  
   Yes

3. Selling concessions/food?  
   Yes

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2
Will this Special Event include:

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<th>Yes</th>
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<tr>
<td><strong>A = $50.00 (continued)</strong></td>
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<tr>
<td>4. Selling goods and services?</td>
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<td>✓</td>
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<td>5. Electronically amplified sound?</td>
<td>✓</td>
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<td><strong>B = $150.00</strong></td>
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<td>6. Business uses in Preserve?</td>
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<td>✓</td>
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<td>7. Group larger than 250 people?</td>
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<td>✓</td>
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<td>8. Extensive Use of grounds?</td>
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<td>✓</td>
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<td><strong>C = $250.00</strong></td>
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<td>9. Extensive Use of staff time?</td>
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<td>✓</td>
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<td>10. Closes and/or limits part(s) of preserve to other users?</td>
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<td>✓</td>
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- Permittee will be charged only for the highest category (A, B, or C) that is checked.

Description of the Special Event, including details of any 'Yes' answers from above:

Wireless amplifier and microphone

Applicant's Signature: 

Date: 6/17/14

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