

Boone County Conservation District
Minutes of the Meeting of April 17, 2018

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Boone County Conservation District Meeting

April 17, 2018

Meeting Minutes

I. Roll Call and Call to Order

The regular meeting of the Boone County Conservation District Board of Trustees was called to order by Board President Mike Petersen at 4:00 p.m. on Tuesday, February 20, 2018 at the Dawson River Road Schoolhouse on the grounds of the Gustafson Nature Center, 603 N. Appleton Rd., Belvidere, IL.

Roll call was taken, and the following board members were present: Katie Rudy, Mike Petersen and George Thomas. Board members Sean Beckmann and Matt Bullard were absent. Also present were Dan Kane, Mick Johnston, Attorney Loos, Cathie Johnson, Nick Sheppard, Pam Stock, Tina Dawson and Josh Sage.

II. Minutes

February 27, 2018 Special Meeting

George Thomas motioned, and Katie Rudy seconded that the minutes of the February 27, 2018 special meeting be approved as presented.

Poll votes were: George Thomas - aye Katie Rudy – aye
 Mike Petersen - aye

Motion approved.

March 20, 2018 Meeting

Katie Rudy motioned, and George Thomas seconded that the minutes of the March 20, 2018 meeting be approved as presented.

Poll votes were: George Thomas - aye Katie Rudy – aye
 Mike Petersen - aye

Motion approved.

III. Financial reports

Financial reports for March 2018 were filed subject to audit.

IV. Public Input

No public was present.

V. Staff Reports

VI. District Affairs

LPT Rehab Project

Discussion ensued. It was the consensus of the board that the District explore more options for the financing of the project.

Manchester Township Request

Director Kane informed the board that the County engineer had talked with the Manchester Township Supervisor about the township requesting help from the District to clear growth under trees in the right of way that supervisor was wanting to cut down. Josh Sage met with the supervisor. It was then determined that the supervisor was wanting to cut down every tree in the right of way. Some of the trees were 150-year-old oaks, hickory, etc. The District is not comfortable with helping to destroy these trees. It was the consensus of the board that the District continue to investigate ways to help and/or educate the supervisor without going against the District's purpose.

Indemnification Agreement between BCCD and City of Belvidere for Signage on Newburg Road

George Thomas motioned, and Katie Rudy seconded that the indemnification agreement between the District and the City of Belvidere for the placement of a sign along Newburg Road at the Newburg Village Conservation Area be approved and signed.

Poll votes were: George Thomas - aye Katie Rudy – aye
 Mike Petersen - aye

Motion approved.

Direct Deposit

Director Kane reported that the District was looking into Direct Deposit. The board agreed that it was a decision the employees should have input.

VII. Accounts Payable

George Thomas motioned, and Katie Rudy seconded that the District pay the payables due through April 17, 2018.

Poll votes were: George Thomas - aye Katie Rudy – aye
 Mike Petersen - aye

Motion approved.

VIII. Board Comments

There were no comments from the board.

IX. Adjournment

Katie Rudy motioned, and George Thomas seconded that at the hour 5:00 p.m. the meeting be adjourned.

Poll votes were: George Thomas - aye Katie Rudy – aye
 Mike Petersen - aye

Motion approved.

President

Secretary

BOONE COUNTY CONSERVATION DISTRICT
SUMMARY REPORT for the Board of Trustees
MONTH ENDING MARCH 31, 2018

	Checking	Payroll	Alpine Invest Fund
Beginning Balance	7,731.86	51,510.85	1,729,611.10
Revenues	2,533.51		10,424.23
Expenditures	52,637.66	42,811.65	508.45
Transfer In	89,000.00	43,489.15	
Transfer Out	43,489.15		75,000.00
Ending Balance	3,134.56	52,188.35	1,664,526.88

Boone County Conservation District
Income Statement
For the Twelve Months Ending March 31, 2018

	Current Month Actual	Year to Date Actual	Year to Date Budget	Difference
Revenues				
PROPERTY TAXES	0.00	1,082,736.41	1,076,481.00	(6,255.41)
REPLACEMENT TAXES	7,837.96	65,419.64	82,500.00	17,080.36
INTEREST INCOME	878.16	18,653.76	11,500.00	(7,153.76)
Dog Tag Sales	666.35	5,669.17	5,000.00	(669.17)
RENT/LEASE	0.00	5,395.42	0.00	(5,395.42)
HUNTING PROGRAM	0.00	3,000.00	2,450.00	(550.00)
FIREARM HUNT	0.00	1,432.00	1,550.00	118.00
ANNUAL BCCD DINNER/BANQUET	0.00	0.00	8,000.00	8,000.00
ETHNIC GARDENS	0.00	0.00	2,000.00	2,000.00
NATURE'S WINDOW	1,054.16	8,359.01	7,500.00	(859.01)
OTHER REVENUES	500.00	11,655.95	3,500.00	(8,155.95)
SUMMER CAMP PROGRAMS	0.00	13,900.59	16,000.00	2,099.41
SCHOOL EDUCATION PROGRAMS	194.00	5,104.00	6,000.00	896.00
PUBLIC EDUCATION PROGRAMS	119.00	726.51	1,000.00	273.49
AUTUMN PIONEER FESTIVAL	0.00	9,492.81	12,500.00	3,007.19
FINES AND TICKET PAYMENTS	0.00	70.00	500.00	430.00
Brown Park & Cons. Area	0.00	5,664.50	6,000.00	335.50
BC Community Foundation	0.00	8,609.16	8,500.00	(109.16)
REVENUE TOTAL	\$ 11,249.63	\$ 1,245,888.93	\$ 1,250,981.00	5,092.07

As of: March 31, 2018

GI Account Summary Report
Boone County Conservation District

<u>Account Number</u>	<u>Account Description</u>	<u>Current Period</u>	<u>Year to Date</u>	<u>Appropriation</u>	<u>Remaining</u>	<u>% used</u>
LAW ENFORCEMENT						
4000	CONTRACT (salaries, benefits)	\$ 0.00	\$ 5,000.00	\$ 5,000.00	0.00	100.00
4005	Contract with Boone County	0.00	5,000.00	5,000.00	0.00	100.00
4020	COURT COSTS	0.00	0.00	600.00	600.00	0.00
	Totals	0.00	10,000.00	10,600.00	600.00	94.34
PROFESSIONAL SERVICES						
4500	PROFESSIONAL FEES AND SE	3,425.00	46,544.14	48,200.00	1,655.86	96.56
	Total	3,425.00	46,544.14	48,200.00	1,655.86	96.56
ADMINISTRATIVE EXPENSES						
5010	ADM. WAGES & SALARIES	19,027.01	249,450.53	247,205.00	(2,245.53)	100.91
5050	PAYROLL TAXES	1,533.48	20,772.53	18,911.18	(1,861.35)	109.84
5055	IMRF EXPENSE	2,377.86	30,308.77	28,517.34	(1,791.43)	106.28
5056	HEALTH INSURANCE	3,256.37	28,595.83	24,296.00	(4,299.83)	117.70
5057	Health Ins. Reim. Fund	0.00	766.08	20,000.00	19,233.92	3.83
5060	PROPERTY TAXES	0.00	8,529.60	12,000.00	3,470.40	71.08
5061	Property Mortgage	0.00	5,000.00	5,000.00	0.00	100.00
5080	TELEPHONE AND UTILITIES	1,940.62	21,498.92	24,000.00	2,501.08	89.58
5100	OFFICE EXPENSES AND SUPP	467.62	5,222.65	6,000.00	777.35	87.04
5110	INSURANCE	1,279.00	64,178.85	77,000.00	12,821.15	83.35
5120	UNIFORMS	0.00	138.75	1,200.00	1,061.25	11.56
5135	CONF./TRAINING	758.00	8,078.88	8,275.00	196.12	97.63
5140	DUES	175.00	3,597.27	6,095.00	2,497.73	59.02
5145	GENERAL COPY EXPENSES	0.00	230.43	0.00	(230.43)	0.00
5146	COPY MACHINE LEASE & PRI	721.18	9,377.16	8,500.00	(877.16)	110.32
5155	EQUIP. PURCHASE	0.00	1,220.06	7,000.00	5,779.94	17.43
5156	EQUIPMENT REPAIR	0.00	0.00	1,000.00	1,000.00	0.00
5160	MISCELLANEOUS	123.43	5,027.78	12,700.00	7,672.22	39.59
5162	MEMORIALS	0.00	192.50	400.00	207.50	48.13
5163	Public Relations & Information	2,023.95	11,117.54	22,400.00	11,282.46	49.63
5164	Cultural Heritage Garden Progr	1,121.07	2,714.55	3,550.00	835.45	76.47
5165	Volunteer Resources	1,682.25	2,755.70	4,800.00	2,044.30	57.41
5166	Public Outreach & Programming	0.00	1,308.98	1,700.00	391.02	77.00
5167	Riffes & Eddies	752.42	1,707.34	7,000.00	5,292.66	24.39
5168	Nature's Window	866.12	6,358.25	11,600.00	5,241.75	54.81
5180	Autumn Pioneer Festival	43.00	14,602.83	16,500.00	1,897.17	88.50
	Totals	38,148.38	502,751.78	575,649.52	72,897.74	87.34
LAND MAINTENANCE						
6305	WAGES - MAINTENANCE	6,528.75	100,155.06	132,790.00	32,634.94	75.42
6310	PAYROLL TAXES - MAINT.	534.07	9,250.94	10,158.44	907.50	91.07
6311	HEALTH INSURANCE	2,800.99	17,125.65	18,796.00	1,670.35	91.11
6312	IMRF EXPENSE	664.17	6,284.86	9,694.77	3,409.91	64.83
6325	BLDG., LANDSCAPE MAINT.	2,773.05	42,868.23	47,800.00	4,931.77	89.68
6330	UTILITIES	1,144.65	7,693.77	9,700.00	2,006.23	79.32
6340	FUEL	1,480.43	13,506.59	16,000.00	2,493.41	84.42
6350	LPT MAINTENANCE	8,466.89	9,298.60	25,000.00	15,701.40	37.19
6370	EQUIPMENT PURCHASE	540.92	540.92	2,200.00	1,659.08	24.59
6383	EQUIPMENT REPAIR	4,029.30	17,143.62	25,750.00	8,606.38	66.58
6384	EQUIPMENT RENTAL	0.00	1,442.15	2,000.00	557.85	72.11
6385	SMALL TOOLS AND SUPPLIES	439.06	7,298.03	16,950.00	9,651.97	43.06
6386	UNIFORMS	0.00	1,680.76	2,550.00	869.24	65.91
6395	OTHER	17.60	923.31	2,500.00	1,576.69	36.93
	Totals	29,419.88	235,212.49	321,889.21	86,676.72	73.07
EDUCATION DEPARTMENT EXPENSES						
7605	SALARIES/WAGES - EDUCATI	4,979.14	76,649.96	82,765.00	6,115.04	92.61

As of: March 31, 2018

GI Account Summary Report
Boone County Conservation District

<u>Account Number</u>	<u>Account Description</u>	<u>Current Period</u>	<u>Year to Date</u>	<u>Appropriation</u>	<u>Remaining</u>	<u>% used</u>
7610	PAYROLL TAXES	407.30	6,830.56	6,331.52	(499.04)	107.88
7611	HEALTH INSURANCE	1,400.49	7,314.31	9,398.00	2,083.69	77.83
7612	IMRF EXPENSE	489.74	6,351.65	6,049.34	(302.31)	105.00
7615	CAMP PROGRAMS	100.00	8,756.25	12,000.00	3,243.75	72.97
7620	SCHOOL EDUCATION PROGR	302.76	2,328.70	4,000.00	1,671.30	58.22
7625	PUBLIC EDUCATION PROGRA	0.00	611.83	1,500.00	888.17	40.79
7630	UNIFORMS	0.00	248.10	250.00	1.90	99.24
7635	EQUIPMENT	916.83	916.83	650.00	(266.83)	141.05
7640	DISPLAYS	38.15	2,169.49	3,000.00	830.51	72.32
7645	OTHER EXPENSES	0.00	89.28	500.00	410.72	17.86
	Totals	8,634.41	112,266.96	126,443.86	14,176.90	88.79
TOTAL CAPITAL IMPROVEMENTS						
	Totals	0.00	0.00	0.00	0.00	0.00
NATURAL RESOURCE MANAGEMENT						
9504	SALARIES	8,118.28	113,159.26	128,880.00	15,720.74	87.80
9511	PAYROLL TAX	661.54	9,645.78	9,859.32	213.54	97.83
9514	UNIFORMS	0.00	1,727.98	2,000.00	272.02	86.40
9515	HEALTH INSURANCE	2,800.98	22,994.88	18,796.00	(4,198.88)	122.34
9520	IMRF EXPENSE	886.02	11,234.62	10,900.80	(333.82)	103.06
9524	ECOLOGICAL RESTORATION	472.95	5,699.61	18,000.00	12,300.39	31.66
9530	EQUIPMENT/SUPPLIES	2,282.42	5,286.42	13,450.00	8,163.58	39.30
	Totals	15,222.19	169,748.55	201,886.12	32,137.57	84.08
	Totals	\$ 94,849.86	\$ 1,076,523.92	\$ 1,284,668.71	208,144.79	83.80

Boone County Conservation District
General Ledger

For the Period From Mar 1, 2018 to Mar 31, 2018

Filter Criteria includes: 1) ID: 1160. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID	Date	Reference	Jral	Trans Description	Debit Amt	Credit Amt	Balance
1160	3/1/18			Beginning Balance			1,729,611.10
ALPINE INVEST. ACCT	3/1/18		GENJ	TRANSFER TO OP F		75,000.00	
	3/1/18		GENJ	DIVIDEND	83.75		
	3/1/18		GENJ	FEEES		431.46	
	3/1/18		GENJ	CHG IN ACCRUED I	853.03		
	3/1/18		GENJ	REPLACEMENT TAX	7,837.96		
	3/1/18		GENJ	INTEREST	875.00		
	3/1/18		GENJ	CHG IN UNREALIZE	774.49		
	3/1/18		GENJ	OTHER ASSET ACTI		76.99	
				Current Period Change	10,424.23	75,508.45	-65,084.22
	3/31/18			Ending Balance			1,664,526.88

Boone County Conservation District
General Ledger

For the Period From Mar 1, 2018 to Mar 31, 2018

Filter Criteria includes: 1) ID: 1160-9. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID	Date	Reference	Jral	Trans Description	Debit Amt	Credit Amt	Balance
1160-9	3/1/18			Beginning Balance			450,965.31
CASH IN BANK-CROW'S	3/1/18		GENJ	FEE'S		112.43	
	3/1/18		GENJ	INTEREST	250.00		
	3/1/18		GENJ	DIVIDENDS	7.26		
	3/1/18		GENJ	OTHER ASSET ACTI		51.05	
	3/1/18		GENJ	CHG IN UNREALIZE	268.95		
	3/1/18		GENJ	CHG IN ACCR. INCO	210.98		
				Current Period Change	737.19	163.48	573.71
	3/31/18			Ending Balance			451,539.02

Boone County Conservation District
General Ledger

For the Period From Mar 1, 2018 to Mar 31, 2018

Filter Criteria includes: 1) ID: 1080. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID	Date	Reference	Jral	Trans Description	Debit Amt	Credit Amt	Balance
1080	3/1/18			Beginning Balance			14,828.59
RESERVATION ACCOU	3/1/18	PNCSC0318	CDJ	PNC		13.34	
	3/31/18			Current Period Change		13.34	-13.34
				Ending Balance			14,815.25

**Boone County Conservation District
General Ledger**

For the Period From Mar 1, 2018 to Mar 31, 2018

Filter Criteria Includes: 1) IDs: 1060. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID Account Description	Date	Reference	Jml	Trans Description	Debit Amt	Credit Amt	Balance
1060	3/1/18			Beginning Balance			33,072.13
Operational Fund	3/1/18		GEN	TRANSFER FROM	75,000.00		
	3/1/18		GEN	INTEREST	3.16		
	3/1/18		GEN	TRANSFER TO C		89,000.00	
				Current Period Cha	75,003.16	89,000.00	-13,996.84
	3/31/18			Ending Balance			19,075.29

Boone County Conservation District
General Ledger

For the Period From Mar 1, 2018 to Mar 31, 2018

Filter Criteria includes: 1) ID: 1100-8. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID	Date	Reference	Jral	Trans Description	Debit Amt	Credit Amt	Balance
1100-8	3/1/18			Beginning Balance			647,882.67
CHECKING-RESTRICTE	3/1/18		GENJ	DEPOSIT	15,026.12		
				Current Period Change	15,026.12		15,026.12
	3/31/18			Ending Balance			662,908.79

Boone County Conservation District
 General Ledger

For the Period From Mar 1, 2018 to Mar 31, 2018

Filter Criteria includes: 1) ID: 1200-9. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID	Date	Reference	Jral	Trans Description	Debit Amt	Credit Amt	Balance
1200-9	3/1/18			Beginning Balance			216,781.14
Wetland Mitigation	3/1/18		GENJ	INTEREST	9.50		
	3/31/18			Current Period Change	9.50		9.50
				Ending Balance			216,790.64

Boone County Conservation District
General Ledger

For the Period From Mar 1, 2018 to Mar 31, 2018

Filter Criteria includes: 1) ID: 1165-9. Report order is by ID. Report is printed with shortened descriptions and in Detail Format.

Account ID Account Description	Date	Reference	Jral	Trans Description	Debit Amt	Credit Amt	Balance
1165-9	3/1/18			Beginning Balance			3,603.46
ENGELSEN MEMORIAL	3/1/18		GENJ	INTEREST	0.30		
				Current Period Change	0.30		0.30
	3/31/18			Ending Balance			3,603.76

Monthly Report April 2018

Dan Kane, Executive Director

Previous Issues & Activities:

Grant Updates:

- **Illinois Clean Energy Community Foundation – Land Acquisition Grant**

We have had several contacts from the grant administrative staff requesting additional information. That information has been provided and the grant review process continues.

Easement/License Agreement Request(s): There is no new information to report.

Proposed Land Donations: There are no new items to report under this topic.

Parks & Conservation Foundation:

The six grant awards from the Illinois Clean Energy Community Foundation are nearly completed. Completion of all work is required to be finished by April 15th. Foundation volunteers are working to complete the work and prepare all of the final reporting needed to request reimbursement from ICECF.

Farm City Elevator – Request: No Change - the status of this request remains on hold.

Groundwater Protection Initiative: The local Water Preservation and Protection Action (WPPA) committee continues to work on the development of a sensitive aquifer recharge area map to be used in future planning and as a resource to focus protection measures for surface and groundwater resources. This current effort utilizes existing data from several sources. The WPPA is also seeking grant funding that would pay for 3-dimensional mapping of local aquifers, and conduct groundwater modeling with that data to establish/refine our understanding of deeper aquifer recharge, vertical groundwater movement and other parameters of local groundwater flow systems and how those systems are influenced by municipal and other wells.

LPT Rehabilitation Project: Director Kane continues to seek grant options that may assist with this work. The R-1 Metropolitan Planning Organization currently is accepting applications for alternative transportation projects. This opportunity is currently being explored and discussions with the executive staff of R-1 have taken place.

A meeting was also held with Mr. Paul Fischer, Executive Director, with the Boone County Community Foundation to review the financial proposal that involves utilization of the annual allocation from the Banks' bequest as the funding source to repay an alternative revenue bond that will likely fund this project. Mr. Fischer has analyzed the earnings history of this fund and provides some specific scenarios that demonstrate various changes to the current allocation schedule (essentially the BCCD requesting and using increasing distributions up front to lower the initial alternative revenue bond – note that the interest rate is assumed and may be higher or lower). A copy of the spreadsheet he prepared is included with this report. *(This issue is on the board meeting agenda for discussion and/or action.)*

Kishwaukee River – Managing Public Access: There is no new information to report.

TerraNavigator Solar Project Proposal – Spencer Landfill: There has been no change in the status of this proposal.

Boone County Request for BCCD Technical Support with Solar Energy Facilities Ordinance: The last monthly report indicated that Boone County had decided not to include the

BCCD as a technical resource partner in the proposed text amendment create a Solar Energy Development Ordinance. This was an error. The proposed county ordinance language does include the BCCD as a technical resource agency.

Chrysler – Environmental Projects: BCCD staff met with Michael Keefe, Environmental Lead, with the Belvidere Assembly Plant to discuss conservation efforts being implemented by the district. The meeting was an exploration and exchange of interests and ideas relating to local conservation efforts. Follow-up discussions have occurred, and it now appears that funding will be provided to assist with the purchase of native shrubs at Kinnikinnick Creek Conservation Area.

New Issues & Activities:

Manchester Township Request: The Manchester Township Road Commissioner has met with Natural Resources Manager, Josh Sage, with a request for assistance. He is asking the BCCD to use the Fecon Mower to remove shrubbery and woody vegetation around the base of all trees located within the Manchester Township road rights-of-way. The township road commissioner wants to remove every tree within all township road rights-of-way within the next 8 years. The consensus of the staff is that this request exceeds the BCCD's capacity and likely conflicts the mission and purpose of the BCCD. *(This issue is on the board meeting agenda for discussion and/or action.)*

Indemnification Agreement with City of Belvidere: The City of Belvidere has requested an indemnification agreement with respect to permitting a site identification sign for the Newburg Village Conservation Area within the right-of-way of Newburg Road. This issue was added to the agenda at the March board meeting and approved. However, the board needs to retake this action. *(This issue is on the board meeting agenda for discussion and/or action.)*

Direct Deposit Payroll: Director Kane and Operations Director Johnston met with PNC Bank Vice President, Branch Manager Michelle Jaraczewski to explore the option of creating a direct deposit payroll system for the Boone County Conservation District. Our meeting was productive and PNC does have a direct deposit system that will work with the BCCD's Peachtree financial software system. This issue is placed before the board of trustees as the new system would require occasional deviation from the regularly scheduled payroll when federal holidays fall on a Monday and/or Friday. Payroll would need to be processed at least one day prior to the day that employees would normally have access to their paycheck funds. There is a request from one employee to opt out of the direct payroll deposit. This issue should also be addressed at the onset. *(This issue is on the board meeting agenda for discussion and/or action.)*

*Remember to check the BCCD Website for new programs and activities! The web address is: www.bccdil.org. *Please feel free to call me in advance of the meeting if you have questions about anything in this report, the accompanying documents, or about a district related issue. Thank you!*

Monthly Report April 2018
Director of Operations Mick Johnston

Parks and Conservation Grants



March 24th was the last of the hike series for the grants. A few minor details still remain to finish.



A new parking area will be located on Russellville Road for the Piscasaw Fen Site. We are still in the process of receiving a total of 20 picnic tables. We have also received new signs. All of the hikes were well attended. These Grants allowed us to achieve many things that we could not have done. In the picture to the left is a culvert being installed for the parking area on Russellville Road. Most exciting was the attendance!

Inspections

First round of 2018 site inspections has been completed. All sites are open with the exception of Kinnikinnick. Freezing and thawing still causing problems on the roads and parking areas. Distillery and Lib have added rock and grading. The burn season is almost over. The seasonal staff will be coming back soon. There are projects waiting for warmer weather. New equipment will be arriving soon. Some equipment will be sold in the auction. We are ready for the season to begin!

Comcast Cares Community Clean Up

The upcoming Comcast Cares Event will be Saturday April 21st at 8:30am at the Poplar Grove Village Hall. Areas to be cleaned are the Long Prairie Trail, Kinnikinnick, and Spencer. We have had real good participation the past few years. It should be a great event.

**Boone County Conservation District
Maintenance Board Report
Presented to the B.C.C.D. Board of Trustees on April 17th, 2018**

NORTH CONSERVATION AREAS

The Maintenance Department opened, to public access, all northern sites including the long prairie trail on April 9th.

-Some minor restroom roof repairs were made from winter damage. These outhouses are slated for entire new roofs this year.

-Kinnikinnick C/A remains closed due to poor road and parking lot conditions. We anticipate opening them the week of April 16th.

COMMERCIAL DRIVER LICENSE

Full time Maintenance employee AJ Barker achieved his commercial learners permit.

-This will allow current CDL holders to ride with and train AJ on commercial vehicle operation.

ROADWAY AND PARKING LOT MAINTENANCE

Regrading has continued as conditions have allowed.

-50 tons of material were placed and graded at Lib C/A.

-80 tons of material were placed and graded at Distillery C/A.

-40 Tons of material were placed and graded at Spencer C/A.

-Kinnikinnick C/A is planned as the next site for repair. Road and lot conditions there have not allowed us perform this work yet.

EQUIPMENT REPAIR/MAINTENANCE

Typical preventative maintenance has been completed on several vehicles and equipment.

-The Bobcat utility vehicle had a starter replace, work was performed by Bobcat of Rockford.

SPRING PRESCRIBED BURNING

Maintenance Department assisted Natural Resources with prescribed burning. Burns were performed at;

-Distillery C/A

-Kinnikinnick C/A

-Piscasaw Fen C/A

-Kishwaukee Valley C/A

NEWBURG VILLAGE C/A

The final new site sign was installed by staff along Newburg Rd. East of the Kishwaukee River.

-We entered into a hold harmless agreement with the City of Belvidere as the sign was placed on their utility easement.

PISCASAW FEN C/A

The Maintenance Department completed installation of a new parking lot on Russellville Rd. approx. ½ mile South of Edson Rd.

- Work was completed for a grant that included the new signage and picnic tables at 5 sites.
- A big thank you again to Natural Resources for their assistance.

SURPLUS EQUIPMENT SALES

We are currently working with Obenauff Auction Services for online sale of some larger equipment and salvage bids for buildings at Ballard Farm C/A.

Smaller materials and supplies will be sold at the Grange auction on Saturday, April 14th.

NEW EXMARK LAWN MOWERS

2 New Exmark mowers were ordered through Johnson Tractor of Rochelle.

- These new mowers will replace are to oldest units.
- Delivery is expected mid-April.

Monthly Report

By: Joshua Sage

Natural Resources Management Department

April 2018

1. Seed Harvest and Seeding

- Organizing the seed storage facility to be ready for this year's collecting season.

2. Blanding's Turtles

- Transmitters are being replaced as time and weather allows.

3. John Todt Memorial Project – Spencer Conservation Area

- This project is a two-acre riparian woodland restoration.
- Invasive tree and brush removal has finished for the season.
- Invasive resprouts will be treated through the growing season.

4. Piscasaw Fen Mitigation

- All plantings for this project are done.
- Weed control will start this growing season.
- Dataloggers will be placed in monitoring wells in April.

5. Kinnikinnick Creek Conservation Area – USFWS Habitat Enhancement Project

- This project will create 17 acres of short grass prairie, shrub land, and oak savanna.
- Tree and brush removal is completed.
- Resprouts will be managed this growing season.
- Work is being completed to create a proper seed bed for a frost seeding.
- Joel Neylon, an avid birder and BCCD staff member is collecting baseline bird data for this project as time allows. This project will be ongoing, making it possible to see the evolution of bird species as the project advances.

6. Native pollinator plantings at the office and APF grounds

- Weed control will continue this growing season.

7. Flora Prairie Nature Preserve

- Invasive tree and brush control is being completed throughout the preserve. This will continue through April.

8. Distillery Conservation Area

- Black Locust control within grasslands and savannas throughout the conservation area. This will continue through April.

9. Tuttle Clarkson

- Invasive tree and brush removal in areas that are invading the high-quality sedge meadow. This will continue through April.

10. Boone County Solar Ordinance

- Helping with BCCD comments regarding vegetation cover and weed management for possible solar array projects.

11. Piscasaw Fen Interpretative Hike

- Josh gave two hikes for the Parks and Conservation Foundation explaining the habitat work that is being done on the site.

12. Website

- Aaron and Josh are working on updating the NRM portion of the website.

13. Fire Season Fall '17 – Spring '18

- **Fall Burns**
 - i. Flora Prairie - 4.1 Acres
 - ii. Brown Memorial Park - .8 Acres
 - iii. Tuttle Clarkson - 6.2 Acres
 - iv. Ballard Farms - 9.9 Acres
- **Spring Burns**
 - i. Kishwaukee Valley - 26.3 Acres
 - ii. Piscasaw Fen - 71.2 Acres
 - iii. Distillery - 18.8 Acres
 - iv. Spencer - 21.5 Acres
 - v. Kinnikinnick - 72.7 Acres
- **Total Acres = 231.5**

Education Department

April 2018 Board Report

School Programs

- Kindergarten programs have ended. There were 5 classes; 90 students; 27 adults.
- There were 4 pre-school programs at Montessori with 90 students and 6 adults.
- Second grade programs start this week thru the end of the school year.
- Envirothon competition was Thursday, April 12th. Our team worked hard!
- Meehan Environmental Club will be participating in Comcast Cares cleanup.

Public Programs

- Teaching “Environmental Ethics’ to Master Naturalist class next week.

Scouts

- Boy Scout Fish & Wildlife merit badge workshop had 10 boy scouts participate.
- Cub Scout program “Tigers in the Wild” had 7 scouts and 6 adults.

Camp

- Registration is open, and spots are filling up.
- Camp staff has been hired. Training starts in June.

Meetings/Conferences

- Attending EEAI Roundtable in Hoffman Estates. The topic is Service Learning.

Other

- Continue to work on updates to education/scout program layout on website.

Board Report April 2018
Special Events and Public Outreach Manager

I am finalizing the details for the Comcast Cares Day Saturday, April 21. As of this week we have 95 volunteers signed up. We will be focusing our volunteer efforts at Kinnikinnick and the LPT and the Brent Anderson from the City of Belvidere will work with volunteers at Spencer in the drainage ditch again. Belvidere Park District will be working with volunteers at Red Horse Bend and Mary Bracken Homestead Park.

Weather permitting, we will be planting in the gardens next week.

I am in the process of getting sponsors for the Autumn Pioneer Festival. Since we are an official Bicentennial event we are anticipating record crowds. Our event is listed on the official Bicentennial website. We are also having the Evening with the Lincoln's on the Friday night of the festival.

I met with Justin Barber and his coworker to discuss the Youth Probation volunteer opportunities for the summer. They may also have adults but that will depend on if they have anyone who is eligible. Youth will be doing fence removal, brush cutting, painting and other maintenance tasks needed at Spencer.

Pam Stock

Pam Stock
Special Events and Public Outreach Manager

Monthly Report
March volunteer hours April 2018

Department Work Details No. of Volunteers Volunteer Hours Per Hour Value: \$ 22.34

				<u>Reported Value</u>
Office	office support			\$ -
	Newsletter Mailing	11	33.75	\$ 753.98
subtotal		11	33.75	\$ 753.98

Restoration Work				
	Brush removal			\$ -
	brush removal			\$ -
	tree and shrub planting			\$ -
	Herp monitoring	2	8	\$ 178.72
	Herbicide training	7	28	\$ 625.52
Flora Cleanup				\$ -
Burn		3	38	\$ 848.92
				\$ -
Sub total		12	74	\$ 1,653.16

Horse Trail Clean up				\$ -
Spencer Clean Up				\$ -
LPTCleanup				\$ -
Sub total				\$ -

Gardens				
	Gardening			\$ -
	Garden Greenhouse			\$ -
				\$ -
Sub total				\$ -

Education Dept.				
	Nature Center Animals			\$ -
	Turtle enclosure			\$ -
	Misc.			\$ -
	Camp Programs			\$ -
	Nature Play area			\$ -
	Scout project			\$ -
				\$ -
Sub total				\$ -

Misc. Programs & Meetings				
	Probation office cleanup			\$ -
	Fair			\$ -
	Eclipse Party			\$ -
	Safety Program	3	15	\$ 335.10
	Dog Park			\$ -

Pam Stock
Special Events and Public Outreach Manager

Monthly Report
March volunteer hours April 2018

	APF Steering Committee		\$	-
Event or Program	APF		\$	-
	Hometown Christmas Parade		\$	-
	Holiday Walk		\$	-
	APF Pumpkin washing			
Sub total		3	15 \$	335.10
Maintenance		1	32 \$	714.88
Sub Total		1	32 \$	714.88
	Board Members			
Monthly Board Meeting		5	7.5 \$	167.55
Committee Meetings				
	APF Steering Committee		\$	-
	APF Volunteering		\$	-
	Parks & Conservation		\$	-
	Risk Management		\$	-
	IACD		\$	-
	Alternative Energy		\$	-
	Greenways		\$	-
	Willow Creek Corridor		\$	-
	Water Preservation		\$	-
	License Review		\$	-
	Fair		\$	-
	LPT Cleanup		\$	-
	Canoe launch dedication			
Subtotal		5	7.5 \$	167.55
Grand Total		32	162.25 \$	3,624.87

Boone County Conservation District
Review Advances

	Loan Amount	Annual Payment	Int. Rate	Term Years	Foundation Advance	Fund Balance	4% Earnings	3% Earnings
Considered Borrowing	\$ 1,000,000.00	\$ 65,000.00	4.25%	24	\$ 200,000.00	\$ 1,930,000.00	\$ 77,200.00	\$ 57,900.00
	\$ 800,000.00	\$ 61,500.00	4.5%	20	\$ 400,000.00	\$ 1,730,000.00	\$ 69,200.00	\$ 51,900.00
	\$ 600,000.00	\$ 46,125.00	4.5%	20	\$ 600,000.00	\$ 1,530,000.00	\$ 61,200.00	\$ 45,900.00
	\$ 600,000.00	\$ 55,868.00	4.5%	15	\$ 600,000.00	\$ 1,530,000.00	\$ 61,200.00	\$ 45,900.00
	\$ 400,000.00	\$ 37,245.00	4.5%	15	\$ 800,000.00	\$ 1,330,000.00	\$ 53,200.00	\$ 39,900.00
	\$ 400,000.00	\$ 50,551.00	4.5%	10	\$ 800,000.00	\$ 1,330,000.00	\$ 53,200.00	\$ 39,900.00

Above chart takes into consideration BCCD putting in about \$300,000 along with the advance from the Boone County Community Foundation. Also looks at reducing land value to \$7,500/acre & considers that when sold looking at 4% return.

Total Cost About \$1,500,000

Final Accounts Payable for April

5/9/18 at 14:27:50.99

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**Boone County Conservation District
Check Register**

For the Period From Apr 1, 2018 to Apr 30, 2018

Filter Criteria Includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
18474	4/17/18	BARCO PRODUCTS	1050	218.78
18475	4/17/18	BARRS FLOWERS	1050	146.00
18476	4/17/18	BOONE COUNTY H	1050	115.00
18477	4/17/18	BOONE COUNTY JO	1050	490.00
18478	4/17/18	B.C. SHERIFF'S OFF	1050	5,000.00
18479	4/17/18	BOONE CTY SHOPP	1050	144.00
18480	4/17/18	BELVIDERE POLICE	1050	5,000.00
18481	4/17/18	BELVIDERE WATER	1050	23.72
18482	4/17/18	Berkley Net Underwri	1050	7,518.00
18483	4/17/18	BOBCAT OF ROCKF	1050	289.74
18484	4/17/18	CITY OF BELVIDER	1050	840.29
18485	4/17/18	COMED	1050	928.59
18486	4/17/18	COMED	1050	51.49
18487	4/17/18	COMED	1050	31.26
18488	4/17/18	COMED	1050	33.87
18489	4/17/18	COMED	1050	15.74
18490	4/17/18	COMMUNITY BARG	1050	75.00
18491	4/17/18	DEBORAH S. LOOS	1050	600.00
18492	4/17/18	DBS, INC.	1050	100.00
18493	4/17/18	DE LAGE LANDEN F	1050	721.18
18494	4/17/18	THE DUCK COMPA	1050	1,012.04
18495	4/17/18	FAIR FABRICATION	1050	400.00
18496	4/17/18	GRAINGER PARTS	1050	521.14
18497	4/17/18	HANSON PROFESSI	1050	14,846.67
18498	4/17/18	HARDEMON COMP	1050	5,000.00
18499	4/17/18	HOME DEPOT CRE	1050	35.00
18500	4/17/18	ILL. DEPT. OF AG	1050	60.00
18501	4/17/18	ILL. STATE TOLL HI	1050	8.15
18502	4/17/18	JOHNSON TRACTO	1050	15,238.00
18503	4/17/18	LORIS LITTLE CRIT	1050	45.15
18504	4/17/18	LOWES	1050	41.78
18505	4/17/18	MDC ENVIRONMEN	1050	589.14
18506	4/17/18	MARKET STREET P	1050	30.00
18507	4/17/18	MENARDS	1050	280.85

Boone County Conservation District
Check Register
For the Period From Apr 1, 2018 to Apr 30, 2018

Filter Criteria Includes: Report order is by Check Number.

Check #	Date	Payee	Cash Account	Amount
18508	4/17/18	MR. GOODWATER	1050	72.00
18509	4/17/18	NAPA AUTO PARTS	1050	343.25
18510	4/17/18	NICOR	1050	32.89
18511	4/17/18	COUNTRYSIDE MA	1050	59.24
18512	4/17/18	PETTY CASH	1050	147.37
18513	4/17/18	PNC	1050	42,811.65
18514	4/17/18	ROCK VALLEY PUB	1050	135.00
18515	4/17/18	BILL BOWES	1050	250.00
18516	4/17/18	TRACTOR TOWN	1050	22.95
18517	4/17/18	UNITED SANITATIO	1050	630.00
18518	4/17/18	VERIZONWIRELESS	1050	589.50
18519	4/17/18	W. Charles Construct	1050	253.20
18520	4/17/18	PGAEA	1050	65.00
18521	4/17/18	Cardmember Service	1050	2,981.06
AWDHUMANA	4/1/18	HUMANA/EMPLOYE	1050	5,516.40
AWDIMRF173	4/1/18	Ill. Municipal Retirem	1050	6,841.32
checkorder001	4/1/18	ALPINE BANK ACC	1050	226.28
Total				121,427.69