

**Village of Kirkland Board of Trustees Regular Meeting
Kirkland, Illinois 60146
Monday, January 19, 2026**

OFFICIAL MINUTES

- I. **Call to Order** – President Block called the Board of Trustee Regular meeting to order at 7:00 P.M.
- II. **Roll call** - Members answering present as follows: Trustee Michener, Trustee Benes, Trustee Ziegler, Trustee Marshall, Trustee Fruit, and Trustee Chambers. Also, in attendance were: Leslie Scidmore, Village Clerk, Adam Davenport, Police Chief, and James Stark, Public Work Supervisor. Matthew Walter, Village Attorney was absent.
- III. **Pledge of Allegiance** – President Block led the Board of Trustees in the Pledge of Allegiance.
- IV. **Comments from the Audience** – None
- V. **Approval of Minutes** – President Block asked for a motion for the approval of Regular Meeting Minutes for Monday, December 01, 2025 and Special Board of Trustee Meeting Minutes on Monday, December 29, 2025. Trustee Ziegler made a motion to approve the Regular Meeting Minutes for Monday, December 01, 2025 and Special Board of Trustee Meeting Minutes on Monday, December 29, 2025, with a 2nd by Trustee Marshall. On a voice call vote all in favor. Motion carried.
- VI. **Approval of Warrant** – President Block asked for a motion to approve the Warrant in the amount of \$199,371.24. Trustee Ziegler made a motion to approve the Warrant for \$199,371.24 with a 2nd by Trustee Chambers. On a roll call vote Trustees Ziegler, Marshall, Fruit, Chambers, Michener and Benes voted yes. Motion carried.
- VII. **Guest Speaker** – None
- VIII. **Reports** –
 1. **Police Report** – Chief Davenport gave his report for December activity, please see attached.
 2. **Public Works** – Jim Stark gave his report for December activity, please see attached report.
Trust Fruit explained in further detail how she would like the Public Works Supervisor, James Stark and Police Chief, Adam Davenport to investigate what kinds of services another municipality might offer within an Intergovernmental Agreement (IGA). Board discussed if each Public Works employee is cross trained to do all duties required.
 3. **Committee Reports** –
 - a. Tree Committee - Trustee Benes had nothing to report.
 - b. DeKalb County Regional Planning Commission – Trustee Chambers had nothing to report.
- IX. **Unfinished Business** – None

X. New Business –

- a. Discussion / Approval of Acct # 1285-00 – Utility Payment Refund Application Form –
President Block shared that a former Kirkland resident has a \$103.49 credit balance on their account and therefore filled out the Utility Payment Refund Application Form requested a full refund. The board agreed to refund the full amount. No vote necessary.
- b. Discussion / Approval of Acct # 1335-00, 1340-00, 1343-00 Water Leak Adjustment Request Forms – President Block asked for a motion to approve the adjustment of Utility Bill for Acct #1335-00, 1340-00 and 1343-00. Trustee Benes made a motion for the approval of the adjustment of Utility Bill for Acct #1335-00, 1340-00 and 1343-00, 2nd by Trustee Marshall. On a voice call vote Trustee Fruit, Michener, Benes, Ziegler and Marshall voted yes. Trustee Chamber voted no. Motion carried.
- c. Discussion / Approval of Village Tree Committee Urban Forest Plan – President Block asked for a motion to approve the Village Tree Committee Urban Forest Plan. Trustee Michener made a motion to approve the Village Tree Committee Urban Forest Plan, 2nd by Trustee Benes. On a voice call vote all in favor. Motion carried.
- d. Discussion / Approval of Ordinance 2026-01 / An Ordinance Authorizing the Sale of Certain Village – Owned Real Estate Property No Longer Necessary or Useful to the Village (65 ILCS 5/11-76-2) for 101 Brennan Drive from Village of Kirkland – President Block asked for a motion to approve the Ordinance 2026-01 / An Ordinance Authorizing the Sale of Certain Village – Owned Real Estate Property No Longer Necessary or Useful to the Village (65 ILCS 5/11-76-2) for 101 Brennan Drive from Village of Kirkland. Trustee Michener made a motion to approve the Ordinance 2026-01 / An Ordinance Authorizing the Sale of Certain Village – Owned Real Estate Property No Longer Necessary or Useful to the Village (65 ILCS 5/11-76-2) for 101 Brennan Drive from Village of Kirkland, 2nd by Trustee Ziegler. On a roll call vote Trustee Michener, Benes, Ziegler, Marshall, Fruit and Chambers voted yes. Motion carried.
- e. Discussion of 700 W Prospect Ave Property – Request County to Separate Lot Pin Number –
President Block explained that the paperwork has been filed with DeKalb County requesting to separate the Lot Pin Number. Once we receive approval from DeKalb County, we can advertise the 700 W Prospect Ave Property as For Sale via Bidding in the amount of \$5,000 plus closing cost.
- f. Discussion /Approval of Ordinance 2026-02 / Increase to Village of Kirkland Impound (Administration Towing) Fees – Police Chief, Adam Davenport shared a list of administrative tasks and expenses that are incurred during the Impound and Towing process, as well a fee comparison with other local municipalities in the area. President Block asked for a motion for the Approval of Ordinance 2026-02 / Increase to Village of Kirkland Impound (Administrative Towing) Fees. Trustee Benes made a motion to approve Ordinance 2026-02 / Increase to Village of Kirkland Impound (Administrative Towing) Fees, 2nd by Trustee Ziegler. On a roll call vote Trustee Ziegler, Marshall, Fruit, Chamber, Michener, and Benes voted yes. Motion carried.
- g. Discussion of (IGA) Intergovernmental Agreement for Sale of Library – President Block explained that an (IGA) Intergovernmental Agreement was prepared by our Village Attorney, Matthew Walters regarding the Sale of the Library. President Block said he will provide a copy to Chris So, Library Director and the Library Board Members. Attorney Walters will provide a copy to the Library Attorney Gary Eckland.
- h. Discussion / Approval of Ordinance 2026-03 / Adoption of Village of Kirkland Raffle License –
President Block asked for a motion for the approval of Ordinance 2026-03 / Adoption of

Village of Kirkland Raffle License. Trustee Ziegler made a motion to approve Ordinance 2026-03 / Adoption of Village of Kirkland Raffle License, with a double increase in the raffle fees, 2nd by Trustee Chambers. On a roll call vote Trustee Fruit, Chambers, Michener, Benes, Ziegler and Marshall voted yes. Motion carried.

- i. Discussion / Approval of Purchase Order Requisition Form for the Board to Approve Expenditures –President Block explained that Village Clerk, Leslie Scidmore created the form to be used by all departments for purchases over \$500, which would be submitted to the trustees for review and approval. For emergency purchases, the board will do a straw poll vote, after which a formal vote will happen at the next regular board meeting. Trustee Ziegler made a motion for the approval of Purchase Order Requisition Form for the Board to Approve Expenditures, 2nd by Trustee Fruit. On a voice call vote all in favor. Motion carried.
- j. Discussion of Rezoning Kirkwood Subdivision due to Flood Zone restrictions and Non-conforming Use – President Block explained that in Attorney, Matthew Walters absence this discussion topic will be tabled until the next board meeting on Monday, February 2, 2026.
- k. Discussion on Status Update from Attorney Matthew Walters about FEMA/INDR – President Block explained that in Attorney, Matthew Walters absence this discussion topic will be tabled until the next board meeting on Monday, February 2, 2026.
- l. Discussion of Village 2025-2026 Financial Options –
 - President Block opened discussion with Police Chief, Davenport regarding what police duties might be outsourced within an IGA Intergovernmental Agreement. Chief Davenport also mentioned that all Kirkland officers are cross-trained. He also shared that a Full-Time officer has moved to Part-Time.
 - Trustee Fruit inquired about the status of Line of Credit (LOC) with the bank. President Block said he's been in correspondence with the Bank Manager, but at this time no further information to share. Village Clerk, Scidmore mentioned she also reached out to a 2nd bank to start the process of requesting for a LOC.
 - Trustee Ziegler said she reached out to her contact at Northern Illinois University (NIU) to inquire about utilizing students to write grants on behalf of the Village. The students will provide an answer Friday, January 23, 2026 after their 2nd week of class to decide if they are interested in an internship to write grants on behalf of the Village of Kirkland.
 - Trustee Benes shared his research on what other cities have experienced after they implemented a vacancy tax on residents and businesses. Trustee Benes also spoke with Village Attorney Walters, who will have more to share at the next board meeting.
 - President Block shared that Splenda Salon had 2 showing of the property and the price has recently been lowered. Farmer's Inn was sold back to Eric Sanderson. Shady Spot has closed for business, but the laundry mat is still open. Nichole Harris is in the process of opening a new coffee shop and tavern on Main Street called Trails End Coffee & Cocktails. The owner of the Fitness Center is going to be selling the business in the near future and the owner of the property will be looking to sell. There was additional discussion about other vacant properties on Main Street.
 - Ryan asked the board to review the Estimated Water & Sewer Rate Calculator received from Village Clerk Scidmore before the next board meeting. It was discussed that if flat rates are implemented, that there should be a different flat rate fee for businesses than for residents due to the size of their water meters.
 - Trustee Marshall inquired about a litigation settlement amount still due to the Village of Kirkland. Trustee Fruit stated she's communicated with Village Attorney Walters

regarding this matter.

- Trustee Fruit asked about a sales tax referendum being added to the next voting election ballot. President Block said action has to be done 60 days before the election on April 7, 2026. He will contact Village Attorney Walters to prepare the paperwork, so the board can vote and approve the sales tax referendum at the next board meeting on Monday, February 2, 2026. It was discussed about hosting several Village Hall meetings in advance of the election day to answer resident questions.

- XI. Adjourn to Executive Session** – At 8:52 P.M., President Block ask for a motion to adjourn to Executive Session for Appointment, Compensation, Discipline, Discharge and/or Performance of Specific Employees [pursuant to 5 ILCS 120/2(c)(1)]. Trustee Ziegler made a motion to adjourn to Executive Session, 2nd by Trustee Michener. On a roll call vote Trustees Ziegler, Marshall, Fruit, Chambers, Michener and Benes voted yes. Motion carried.
- XII. Return back to Regular Session from Executive Session** –President Block called the Board of Trustee Regular meeting back to order at 9:19 P.M.
- XIII. Roll Call** – Members answered present as follows: Trustee Benes, Trustee Ziegler, Trustee Marshall, Trustee Fruit, Trustee Chambers and Trustee Michener were present. Also, in attendance were: Village President, Ryan Block, Leslie Scidmore, Village Clerk, Adam Davenport, Police Chief, and James Stark, Public Work Supervisor.
- XIV. Adjournment** – At 9:20 P.M., the Village Board discussed that next meeting would be Monday, February 2, 2026. President Block asked for a Motion to Adjourn. Trustee Ziegler made a Motion to Adjourn with a 2nd by Trustee Fruit. On a voice call vote all in favor. Motion carried. Meeting Adjourned.

Next Board of Trustees Regular Meeting will be Monday, February 2, 2026 at 7:00 P.M.


Leslie Scidmore
Village Clerk


Ryan Block
Village President

VILLAGE OF KIRKLAND GENERAL BOARD MEETING

PUBLIC COMMENT

SIGN-IN-SHEET

DATE: 1/19/26

Please **PRINT** clearly.

Name:

Group or Organization:

Issue to Discuss:

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are organized into three distinct vertical columns. Each column contains ten evenly spaced horizontal lines, providing a structured space for writing or drawing. There are no margins, text, or other markings on the page.



Kirkland Police Department

313 West Main Street, P.O. Box 550

Phone: 815-522-3315

Chief Adam Davenport



01/19/2026

Village of Kirkland

Board Meeting

7:00pm

December 2025

Monthly Police Report

The Kirkland Police handled one hundred and nine (109) reportable activities for the month of December 2025.

Review and Discuss Crime Stats trimester report—see attached

Administrative tow fee—see attached report

Shop with a cop was successful: Pizza and candy with popcorn and a holiday movie! Thank you to our village attorney and firm for their donation, Thank you to the Friends of Library for their generous donation of gift wrapped books for the kids (the kids saw these wrapped under the tree standing up on display and immediately started looking to see which present was theirs—17 books total), Thank you to Kerry and Resource Bank for accommodations; thank you to any and all other private donations

Snow parking restrictions: Reminder to constituents to honor snow parking restrictions when we receive 2" or more inches of snow and/or when plow trucks are out applying salt due to icy or adverse conditions. The Kirkland Police and Public Works appreciate everyone's cooperation as it helps keep the streets safe and clean for all drivers.

All Officers have completed Annual Sexual Harassment training—sign-offs turned in to village hall

Additional documents for discussion—see attached

My notes: Clarification on email / discuss

KIRKLAND POLICE DEPARTMENT

– CRIME STATS –

SEPTEMBER 2025 - DECEMBER 2025

5 CRIMINAL ARRESTS



TRAFFIC STOPS



TICKETS ISSUED - 69

REPORTABLE ACTIVITY



441

- 11 - SPEEDING
- 03 - SPEEDING 26 TO 34 MPH OVER
- 02 - SPEEDING 35+
- 09 - EXPIRED REGISTRATION
- 10 - SUSPENDED REGISTRATION
- 09 - UNINSURED MOTOR VEHICLE
- 06 - DRIVING WHILE LICENSE SUSPENDED
- 03 - DRIVING WHILE LICENSE REVOKED
- 03 - NO VALID LICENSE
- 01 - CDL VIOLATION
- 04 - DRIVING UNDER THE INFLUENCE
- 01 - POSSESSION OF ADULT USE CANNABIS
- 07 - CMV / OVERWEIGHT

ORDINANCE VIOLATIONS



41

WARNINGS ISSUED - 119

- 27 - SPEEDING
- 22 - EXPIRED REGISTRATION
- 19 - SUSPENDED REGISTRATION
- 10 - STOP SIGN VIOLATION
- 24 - EQUIPMENT VIOLATION
- 03 - CELL PHONE VIOLATION
- 02 - SEAT BELT VIOLATION
- 02 - UNLAWFUL POSS. OF CANNABIS - VEHICLE
- 08 - IMPROPER LANE USE
- 02 - CMV / OVERWEIGHT

3 TRAFFIC CRASHES



1 RECOVERED STOLEN VEHICLE



11 DOMESTIC VIOLENCE CALLS

Admin tow fee increase proposal from \$500 to proposed amount from Board:

The Village typically only has 1 Officer on duty at any given time. Removing an Officer from the street or from the ability to take calls while focused and occupied with an administrative tow prevents the officer from being able to be available to take calls or return to service, taking up valuable time and resources.

The purpose of the Administrative tow fee is to assist the Police Department with costs incurred in preparing, prosecuting, hearing and disposing of violations.

Keep in mind that just one Admin tow creates a mandated hearing, regardless of whether the individual or party shows up or not. The PD must pay all fees associated with the hearing to include, but not limited to: the Adjudication Clerk wages in preparation of the hearing, during the hearings, and immediately following the hearings. The Police department must also pay fees for the Adjudication Judge; the Village Attorney and their case review; the Officer and/or Chief of Police; along with the administrative supplies, the courtroom and chambers, forms, pens, papers, computers, tablets, stamps, certified mailings, along with courtroom preparation to include, uploading/sending/reviewing the docket by all interested parties. This is not totally inclusive but provides some of what goes into administrative and adjudication hearings.

Other LE agencies for comparison:

Midlothian criminal admin fee \$750

Harvey \$500 standard vehicle fee ---\$1000 for commercial vehicles

Campton hills \$500-\$2000 depending on the offense

Genoa--\$200

New Lenox \$500

Leland Grove \$250

Pingree Grove \$500

Carbondale \$400

2025-2026 Administrative tow fees

<i>Officer</i>	<i>Date of Tow</i>	<i>Violation</i>
Winsler	2/26/25	DWLS
Rufenacht	3/06/25	DUI
Saladino	3/29/25	DWLS
Saladino	3/30/25	DWLS
Rufenacht	4/03/25	NO VALID DL
Saladino	4/03/25	DWLS
Rufenacht	5/02/25	DWLS
Saladino	5/26/25	DWLS
Saladino	6/13/25	DWLS
Winsler	7/06/25	DUI
Saladino	7/06/25	DWLS
Saladino	7/06/25	DWLR
Rufenacht	7/04/25	DWLS
Saladino	7/14/25	DWLS
Rufenacht	7/19/25	DWLS
Saladino	8/07/25	DWLS
Saladino	8/10/25	DWLR
Rufenacht	9/22/25	DWLS
Rufenacht	9/28/25	DWLS
Saladino	10/11/25	DWLS
Rufenacht	11/10/25	DUI
Rufenacht	11/11/25	DWLS
Winsler	11/24/25	DUI
Saladino	12/10/25	DWLR
Rufenacht	12/11/25	ALCOHOL
Rufenacht	12/16/2025	DWLS
Rufenacht	12/19/2025	DWLS
Rufenacht	12/22/2025	NO VALID DL

Rufenacht	12/23/2025	DWLS
Rufenacht	12/29/2025	DWLS
Saladino	1/3/2026	DUI
Rufenacht	1/5/2026	DWLS
Winsler	1/10/2026	DWLS
Rufenacht	1/12/2026	NO VALID DL

LORI GRUBBS
CLERK OF THE CIRCUIT COURT

ACCT005380 1061
VILLAGE OF KIRKLAND

SEQ# 126 218965

218965

RECEIPT ACCT CHECK-NO.

PAYMENT

VILLAGE OF KIRKLAND
DUI FUND LOCAL 19

SEE CHECK REMITTANCE FOR DETAIL INFORMATION

TOTAL 350.00

ORIGINAL DOCUMENT PRINTED ON CHEMICAL REACTIVE PAPER WITH MICROPRINTED BORDER

218965

LORI GRUBBS
CLERK OF THE CIRCUIT COURT
DEKALB COUNTY
133 W. STATE STREET
SYCAMORE, IL 60178

ResourceBank
A NATIONAL BANK
Mallie Sycamore Cortland Minnetonka

NUMBER
218965

70-1435/719

PAY: Three Hundred Fifty Dollars & 00 Cents

DATE 1/02/2026 AMOUNT *****350.00

TO THE
ORDER
OF

VILLAGE OF KIRKLAND
511 W MAIN STREET
KIRKLAND IL 60146-0000

CLERK OF THE CIRCUIT COURT
VOID AFTER 180 DAYS

Lori Grubbs

AUTHORIZED SIGNATURE

SECURE
SAFE
SECURE

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LORI GRUBBS
CLERK OF THE CIRCUIT COURT

ACCT007240 1061
VILLAGE OF KIRKLAND

SEQ# 082 218921

218921

RECEIPT ACCT CHECK-NO.

PAYMENT

VILLAGE OF KIRKLAND
FINE 19

TOTAL 1444.00

SEE CHECK REMITTANCE FOR DETAIL INFORMATION

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218921

LORI GRUBBS
CLERK OF THE CIRCUIT COURT
DEKALB COUNTY
133 W. STATE STREET
SYCAMORE, IL 60178

ResourceBank
A NATIONAL BANK
Make Sycamore Courtland Hinkley

70-1435/719

NUMBER
218921

PAY: One Thousand Four Hundred Forty Four Dollars & 00 Cents

DATE 1/02/2026 AMOUNT *****1,444.00

TO THE
ORDER
OF

VILLAGE OF KIRKLAND
511 W MAIN STREET
KIRKLAND IL 60146-0000

CLERK OF THE CIRCUIT COURT
VOID AFTER 180 DAYS

Lori Grubbs

AUTHORIZED SIGNATURE

SECURED
SAFE
SECURE

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⑈218921⑈ ⑆071914358⑆ 701 547 5⑈

LORI GRUBBS
CLERK OF THE CIRCUIT COURT

ACCT007478 1061
VILLAGE OF KIRKLAND

SEQ# 15818989
218989
PAYMENT

RECEIPT ACCT CHECK-NO.

VILLAGE OF KIRKLAND
LOCAL TREASURER GENE

SEE CHECK REMITTANCE FOR DETAIL INFORMATION

TOTAL 43.00

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218989

LORI GRUBBS
CLERK OF THE CIRCUIT COURT
DEKALB COUNTY
133 W. STATE STREET
SYCAMORE, IL 60178

ResourceBank
A NATIONAL BANK
Mills Sycamore Cortland Hickory

NUMBER
218989

70-1435/719

PAY: Forty Three Dollars & 00 Cents

DATE 1/02/2026 AMOUNT *****43.00

TO THE
ORDER
OF

VILLAGE OF KIRKLAND
511 W MAIN STREET
KIRKLAND IL 60146-0000

CLERK OF THE CIRCUIT COURT
VOID AFTER 180 DAYS

Lori Grubbs

AUTHORIZED SIGNATURE



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⑈ 218989⑈ ⑆071914358⑆ 701 547 5⑈

LORI GRUBBS
CLERK OF THE CIRCUIT COURT

ACCT005240 1061
VILLAGE OF KIRKLAND

SEQ# 09218935

218935

RECEIPT ACCT CHECK-NO.

PAYMENT

VILLAGE OF KIRKLAND
E CITATION FUND LOCA

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TOTAL

8.00

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LORI GRUBBS
CLERK OF THE CIRCUIT COURT
DEKALB COUNTY
133 W. STATE STREET
SYCAMORE, IL 60178

ResourceBank
A NATIONAL BANK
Maita Sycamore Cortland Hinckley

70-1435/719

218935

NUMBER
218935

PAY: Eight Dollars & 00 Cents

DATE
1/02/2026

AMOUNT
*****8.00

TO THE
ORDER
OF

VILLAGE OF KIRKLAND
511 W MAIN STREET
KIRKLAND IL 60146-0000

CLERK OF THE CIRCUIT COURT
VOID AFTER 180 DAYS

Lori Grubbs

AUTHORIZED SIGNATURE

SECURED
SECURED
SECURED
SECURED

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PUBLIC WORKS REPORT

DECEMBER 2025



WATER & SEWER DEPARTMENT

- Several meter replacements, final readings, and shut offs
- Worked on fixing sump pump at Well #3

STREETS DEPARTMENT

- Plowing, salting, and moving snow as needed
- Resetting Christmas decoration circuit breakers as they trip from rain, snow etc.
- A semi-truck took down a powerline to 309 W. Main St. which hit and pulled down a streetlight. We are going to see if Jake Miller can fix/weld it back together, we may have to file an insurance claim to replace it.

PARKS

- Empty trash containers

MAINTENANCE

- The F-550 blew the belt tensioner for its hydraulic pump, making it unable to move the plow or raise the bed. Fixed in-house
- Repaired a rust hole in the battery compartment of the Backhoe
- Found a leaking hydraulic fitting on the F-550's plow angle cylinders, which was caused by rubbing on a bent piece of supporting structure for the plow itself. Fixed in-house by Jake Miller
- Washing of trucks to prevent salt from rusting them any further

TRAINING

- Chandler took and passed his Mosquito Spraying test and Aquatic Pesticide tests on December 3rd

NEXT MONTH?

Village of Kirkland Urban Forest Plan

Introduction

The Kirkland Tree Commission has developed this urban forest plan to provide clear direction and achievable goals to help manage the preservation, protection and enhancement of the urban forest within the community. This plan provides a foundation and guidance for community ordinances and regulations that allow the Village Board and other decision makers to be able to support high quality management, planting and preservation of the urban forest by public and private landowners.

The urban forest consists of the trees on public and private property throughout the Village of Kirkland. These trees are located along rights-of-way, parks, around buildings, along pathways, in out-lots, in natural areas, backyards, commercial and industrial areas throughout the entire community. This urban forest provides an interconnected network of services. These services and benefits include improved air and water quality, reduction in stormwater run-off, increased property values, energy reduction, improved psychological and physical health and habitats for wildlife.

Vision Statement

We seek a fully diverse, stocked, healthy and safe urban forest, one that will include a variety of native and cultivar species to provide wildlife habitat and seasonal color that will enhance the attractiveness of the community to residents, visitors and prospective businesses; one that will ensure the general welfare by reducing energy costs, increasing property values, improving air quality, managing stormwater and promoting a sense of well being. In addition to caring for trees in parks and public green spaces, the Urban Forest Plan will seek to educate and inspire residents to maintain trees on private property in an environmentally responsible manner.

Urban Forest Plan Committee

This plan was developed with input from the Kirkland Tree Commission members who are appointed by the Kirkland Village Board that include:

- Appointed Village Board Member-Chairperson
- Public Works Department Head
- Residents from the community

These individuals were selected because of their diverse interests and perspectives. Their engagement in the planning process will serve to further support the implementation of this urban forestry management plan. Their collective input has formed the content for this plan in recognition of the need to preserve, protect and enhance our urban forest, the value of the forest to them individually and to the community collectively.

This plan provides support and detail for the Village of Kirkland ordinances and recognizes that the urban forest is critical infrastructure within the Village of Kirkland. This infrastructure works in conjunction with other infrastructure such as utilities, roads, stormwater systems, etc. However, trees and other green infrastructure

help to improve our environment and reduce impacts from built or “gray” infrastructure. The function and health of our green infrastructure directly relates to our overall quality of life. The primary goal of this urban forest management plan is to provide for a robust, healthy, long-lived urban forest. This is only possible when we recognize that trees are a long-lived species. It takes tens of years for a tree to reach maturity, when it can provide the most benefits and services. When a mature tree is removed, replaced with a small tree or not replaced at all, an entire generation, or multiple generations, of service is lost. Larger trees provide larger benefits so it is critical to support a mature, healthy, urban forest so we can maintain our quality of life not only for this generation but also for the generations to come.

The Issues

The Village of Kirkland spends resources, through volunteers and municipal staff, on urban forestry-related activities. By these expenditures and effort, the Village demonstrates that it understands the important role that a healthy urban forest plays in neighborhood quality and environmental moderation. Some general and specific issues identified:

General

- Increase the overall tree canopy.
- Protect the existing healthy tree canopy.
- Support a tree planting program that features a diverse range of species with the focus on high-quality natives. Focus on trees that will continue the vertical landscape of the Village by intermixing small and large trees.
- Over time there has been a slow loss of high-quality native species, with few younger trees of these species being planted to perpetuate this unique, and valuable population.
- To prolong the health and longevity of the Village's investment in the planting, early tree care is critical
- Develop a tree maintenance plan and schedule for the Village's urban forest.

Specific

- Increase the percentage of the urban forest tree canopy that is not maples, as these are over-planted, as shown in the tree inventory.
- Continue to promote the 50-50 tree program; provide resident participants with information about tree care for the newly-planted trees, and increase community outreach on topics such as tree care, pests, tree diseases and other relevant tree issues.

Conclusion

The Village of Kirkland faces many of the same issues that small communities across the United States face in regard to urban forestry. Limited budgets and staff do not allow most communities to manage their tree resource as well as they would like. The Village of Kirkland has a number of attributes unique to the area. The trees of the Village play a role in this quality. The Village will continually search for responsible ways to enhance and work within the available budget to implement a proactive, measured program.

A sustainable urban forest is founded on Village support, community cooperation, quality care, continued funding and personal involvement. It is created and maintained through a shared vision and cooperation between individuals and the public and private sectors. The ever-present focus is on maximizing benefits and minimizing costs. When these elements are considered together, they demonstrate the need for shared vision and responsibility, for direct intervention with the resources and programs of care that are ongoing and responsive.

Status of the Urban Forest: Inventories and Assessments

Context

History and Land Use Changes:

The first inhabitants of this predominantly wooded area along the Kishwaukee River were the Pottawatomie. They grew rice and corn and refined maple sugar. In 1835 the Pottawatomie were removed at the conclusion of the Black Hawk War. The next year, the first farm settlers arrived. In 1837 Thomas Kirk, the Village founder, built a log cabin here. By 1882, Kirk had acquired 1,472 acres of land. He gave a portion of the land to the railroad in 1875 in return for passenger service. Kirk raised cattle and sheep. He rented his sheep sheds to John MacQueen in 1892. MacQueen became a major landowner and expanded the sheep feeding and shearing yards which had been started by Frank Hunter. Frank Hunter ran the sheep yards after MacQueen, though they were owned by the Milwaukee Railroad. Hunter was followed by the Brennan brothers who leased the yards in 1946 and later bought them in 1959. The Brennans had a large cattle business. In 1943 the U.S. government chose Kirkland as a site for a hemp mill and local farmers pledged 4000 acres to hemp production. Turkey farms flourished from the late 1930s until 1963.

Today, the Village of Kirkland has some light industry. It is the hub of considerable surrounding agricultural activity, as a part of DeKalb County.

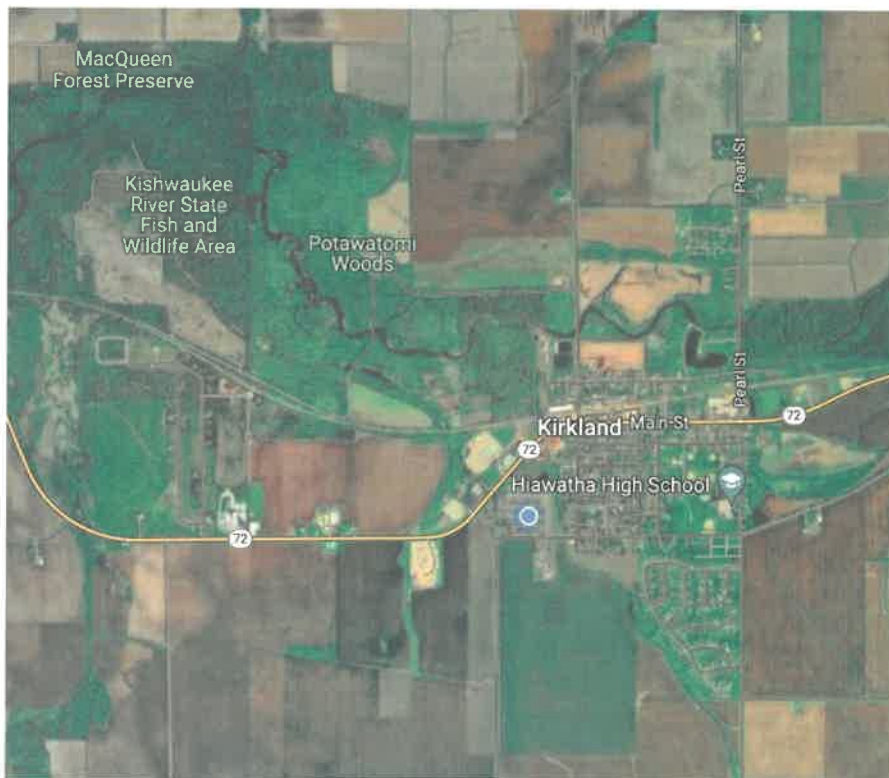
Agriculture plays an important role in both the history and economy of DeKalb County. The rich prairie soils that cover most of the county made this one of the wealthiest farming regions in the Midwest. DeKalb County was the first in the nation to create a county Farm Bureau and appoint an Agricultural Extension Advisor. Barbed wire, which along with John Deere's moldboard plow, made cultivation of the open prairies possible, was manufactured in the county. In more recent years DeKalb Agricultural Research Corporation, a producer of hybrid seed corn, has grown into a major center for genetic research of crops, swine

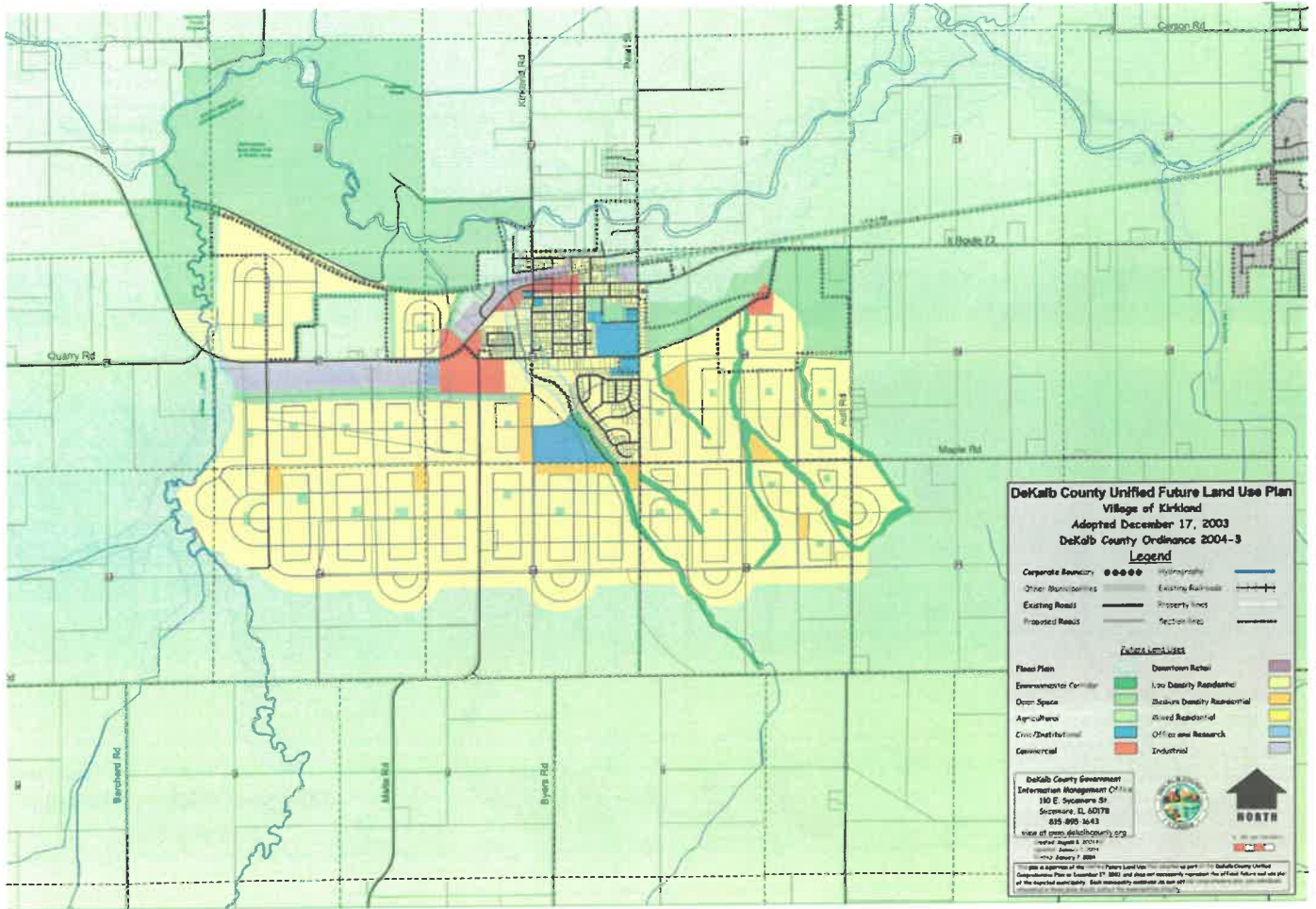
and poultry. Farmland and buildings contribute almost \$115 million in assessed valuation to the county property tax base (10.4 percent). In 1992, although farmers made up only 3.5 percent of the local workforce, they paid \$3,217,000 in property taxes and had a net cash return of \$24,853,000, making them a major part of the local economy. Farms in DeKalb County were generally larger than 180 acres in size, according to the 1992 Census of Agriculture, with about one-third of the farms more than 500 acres. Two-thirds of the farms made an annual profit averaging almost \$50,000 in 1992. Most of the farms grew corn and soybeans, while 20 percent raised livestock. There were only 12 dairy farms in the county in 1992. About one-third of the farmers owned all of their land (53,295 acres) while one-third were part owners (65,051 acres owned, 152,046 acres rented) and one-third were tenants (107,120 acres). More than two-thirds (69 percent) of the farmland in the county was rented, while 70 percent of the farmers listed farming as their principal occupation and lived on their farms. Most of the farmers in the county (67 percent) had farmed more than 10 years, and the average age in 1992 was 51. Like most areas of the Midwest, the number of farmers in DeKalb County has declined as the size of farms increased. About 90 percent of the county is farmland, and 98 percent of the farmland in the county is classified as prime by the U. S. Department of Agriculture.

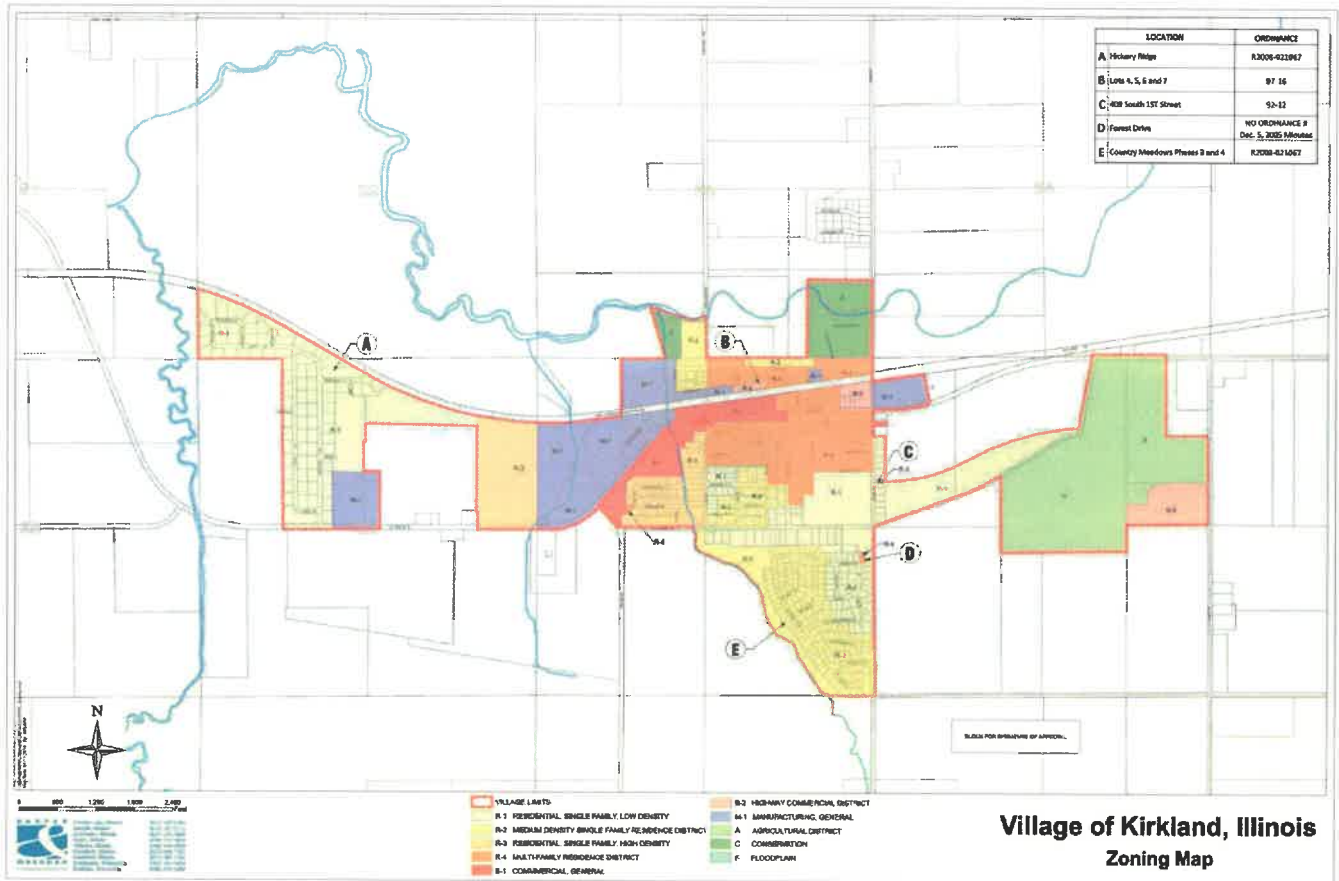
—From a [working paper of the Center for Agriculture in](#)

[the Environment](#):

A 2024 satellite image of Kirkland (Google Maps):







Environmental Assessments

Here are some environmental factors that affect tree management, selection, and maintenance in Kirkland, Illinois:

Climate:

- **Temperature:** Kirkland experiences a wide range of temperatures, from hot summers to cold winters. This can affect the types of trees that can thrive in the area.
- **Precipitation:** The amount and timing of rainfall can impact tree growth and health. Droughts can be a concern, as can periods of heavy rainfall that can lead to soil erosion and waterlogging.
- **Wind:** Strong winds can damage trees, especially newly planted ones. Windbreaks may be necessary in some areas.
- **Snow and ice:** Heavy snow and ice can break branches and damage trees.

Soil:

- **Soil type:** The type of soil in Kirkland can vary, from clay to sandy loam. Different trees have different soil preferences.
- **Soil pH:** The pH of the soil can affect nutrient availability and tree health.
- **Soil drainage:** Poor drainage can lead to root rot, while excessively well-drained soil can result in drought stress.

Pests and Diseases:

- Insects: Various insects can damage trees, including the emerald ash borer, which has been a major problem in Illinois.
- Diseases: Trees can be susceptible to fungal and bacterial diseases.
- Wildlife: Deer, rabbits, and other animals can damage trees by browsing on leaves and bark.

Other Factors:

- Air pollution: Air pollution can stress trees and make them more susceptible to pests and diseases.
- Urban heat island effect: Urban areas tend to be warmer than surrounding rural areas, which can affect tree growth.
- Salt spray: Salt spray from roads can damage trees, especially those near roadways.

Tree Selection:

When selecting trees for the Village of Kirkland, it is important to consider the environmental factors listed above. Native trees are a good choice, as they are well-adapted to the local climate and soil conditions. It is also important to choose trees that are resistant to common pests and diseases in the area.

Climate

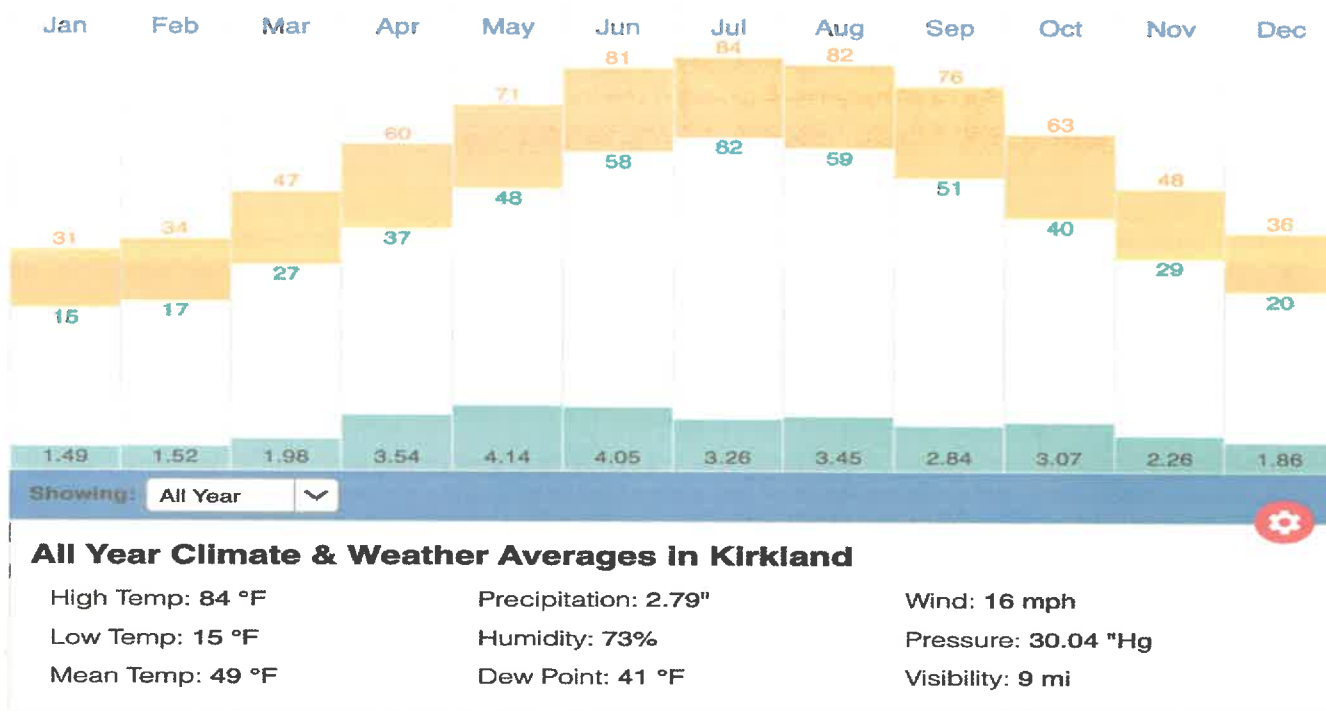
The Village of Kirkland experiences a continental climate with four distinct seasons. Overall:

- Four distinct seasons: Kirkland experiences the full range of four seasons, with significant temperature variations between summer and winter.
- Precipitation: The area receives a moderate amount of precipitation throughout the year, with snow in the winter and rain in the other seasons.
- Humidity: Humidity levels can be relatively high, especially in the summer.

Annual Weather Averages Near Kirkland

Averages are for De Kalb Taylor Municipal Airport, which is 13 miles from Kirkland.

Based on weather reports collected during 1992–2021.



Soil Conditions

The soil in and around Kirkland, Illinois, is primarily characterized by dark, fertile prairie soils, typical of the region. These soils are generally very productive and well-suited for agriculture. The fertile prairie soils in and around Kirkland are a major reason why agriculture is so important to the region's economy. These soils are highly productive and support the growth of corn, soybeans, and other crops. Drummer silty clay loam is the official state soil of Illinois and is likely the most prevalent soil type in the Kirkland area. Drummer soils are deep, poorly drained, and formed under tallgrass prairie vegetation. They are known for their high organic matter content, excellent fertility, and "black dirt" appearance.

Fire Risk

While wildfires might not be the first thing that comes to mind when you think of Illinois, they are still a concern, even in Kirkland. Here's why:

- **Grassland and agricultural areas:** Kirkland is surrounded by grasslands and agricultural fields, which can become dry and easily combustible, especially during periods of drought. These areas can provide fuel for wildfires to spread.
- **Climate change:** Climate change is increasing the risk of wildfires in many areas, including Illinois. Warmer temperatures, changes in precipitation patterns, and more frequent droughts can create conditions that are more conducive to wildfires.
- **Human activity:** Human activities, such as unattended campfires, improperly discarded cigarettes, and equipment sparks, are a common cause of wildfires.

Invasive Species

Invasive pests and weeds can be a problem in the Village of Kirkland. Here's why:

Invasive Weeds:

- **Competition:** Invasive weeds can outcompete native plants for resources like sunlight, water, and nutrients. This can lead to a decline in native plant populations and a decrease in biodiversity.
- **Habitat degradation:** Some invasive weeds can alter the structure and composition of habitats, making them less suitable for native wildlife.
- **Agricultural impacts:** Weeds can reduce crop yields and increase the costs of farming.
- **Examples:** Some common invasive weeds in Illinois include:
 - **Garlic mustard:** A highly aggressive plant that spreads quickly and can displace native wildflowers.
 - **Japanese honeysuckle:** A vine that can smother trees and shrubs.
 - **Common buckthorn:** A shrub that forms dense thickets and outcompetes native plants.
 - **Knotweed:** A group of plants that can form dense stands and are difficult to control.
 - **Poison hemlock:** A highly poisonous plant that can be found in disturbed areas.

Invasive Pests:

- **Damage to crops and trees:** Invasive pests can cause significant damage to crops, trees, and other plants.
- **Spread of diseases:** Some invasive pests can carry and transmit diseases to plants and animals.
- **Economic impacts:** Invasive pests can cause economic losses to agriculture, forestry, and other industries.
- **Examples:** Some common invasive pests in Illinois include:
 - **Emerald ash borer:** An insect that has killed millions of ash trees in North America.
 - **Asian longhorned beetle:** An insect that can damage a variety of hardwood trees.
 - **Gypsy moth:** An insect that can defoliate trees.
 - **Soybean aphid:** An insect that can reduce soybean yields.

What can be done?

- **Prevention:** The best way to deal with invasive species is to prevent them from arriving in the first place. This can be done by inspecting plants and other materials before bringing them into an area.
- **Early detection and rapid response:** If invasive species are detected early, they can be easier to control.
- **Control methods:** Various control methods can be used to manage invasive species, including manual removal, chemical control, and biological control.
- **Public awareness:** Educating the public about the dangers of invasive species is important for preventing their spread.

Species of Concern

See Tree List "Not Recommended" section of our Village tree list.

Vegetation**Village of Kirkland's Existing Tree Canopy Cover**

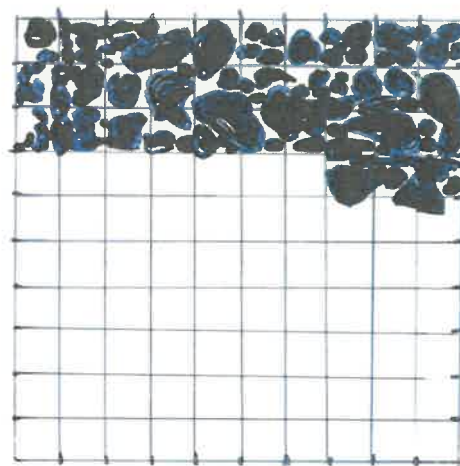
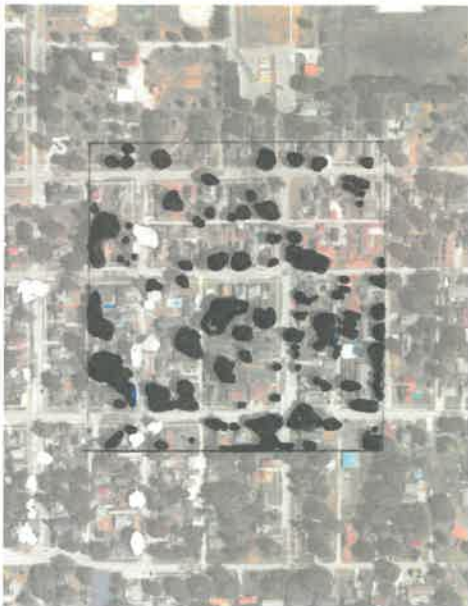
Historic Kirkland- 30%

Kennedy Homes-13%

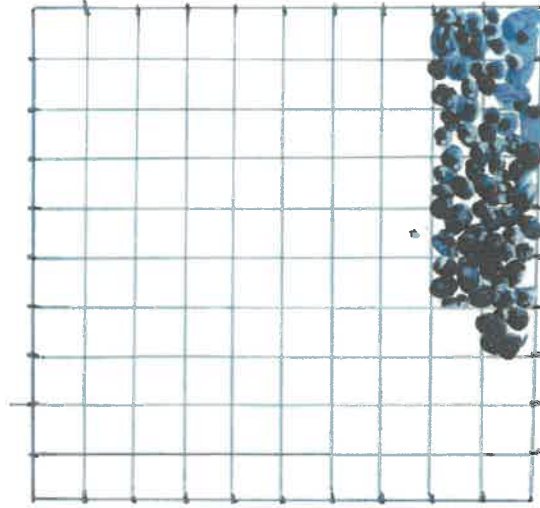
Kirkwood -12%

Methodology:

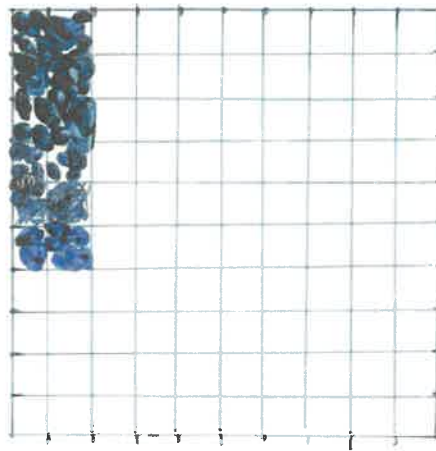
Aerial photographs at a standard elevation were used to sample each of three Kirkland neighborhoods (Historic, Kennedy and Kirkwood). Next, a 10 x 10 centimeter grid was overlaid and the tree canopy of each neighborhood shaded onto the grid. The shaded areas were migrated to a new 10 x 10 cm. grid and counted to calculate the percent of existing tree canopy.

HISTORIC KIRKLAND- 30% TREE CANOPY

KENNEDY HOMES SUBDIVISION-13% TREE CANOPY

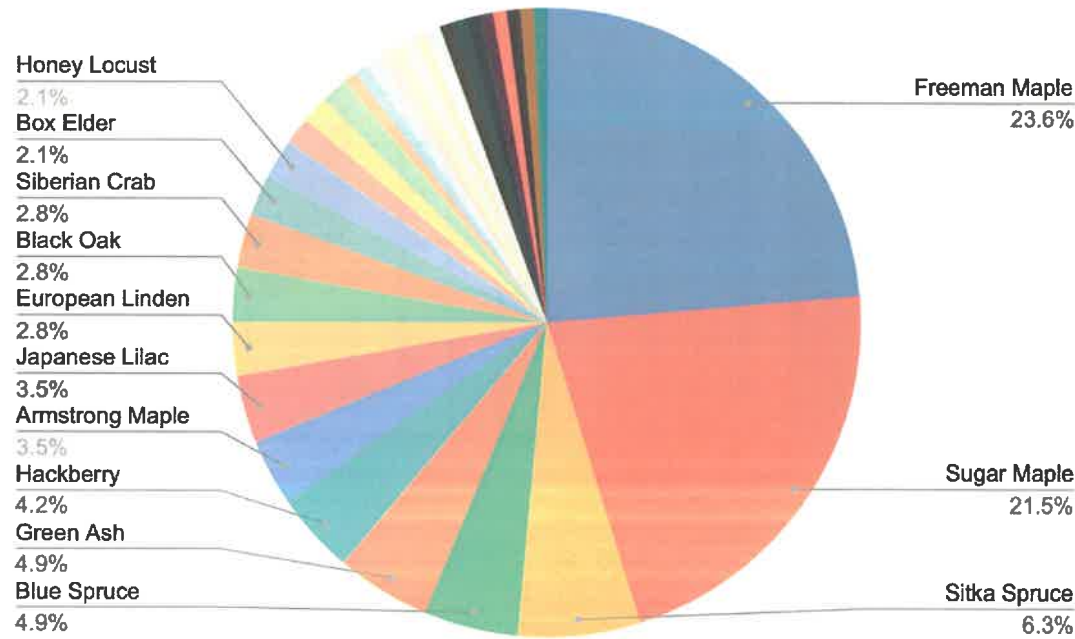


KIRKWOOD SUBDIVISION-12% TREE CANOPY



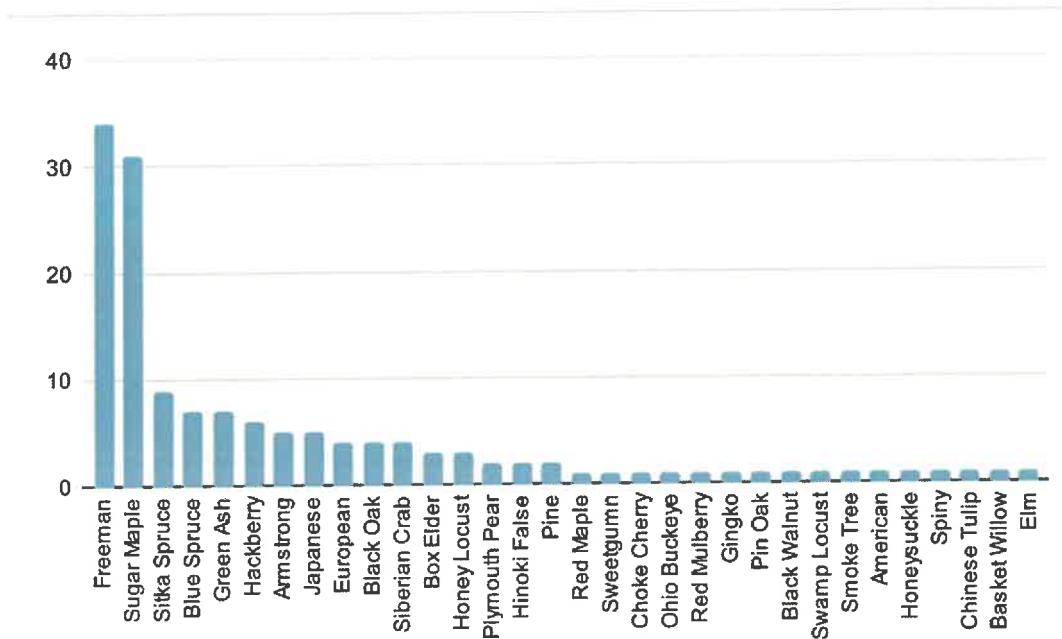
Tree Inventory

Kirkland Parkway Tree Inventory–October 10-20, 2023
PIE CHART



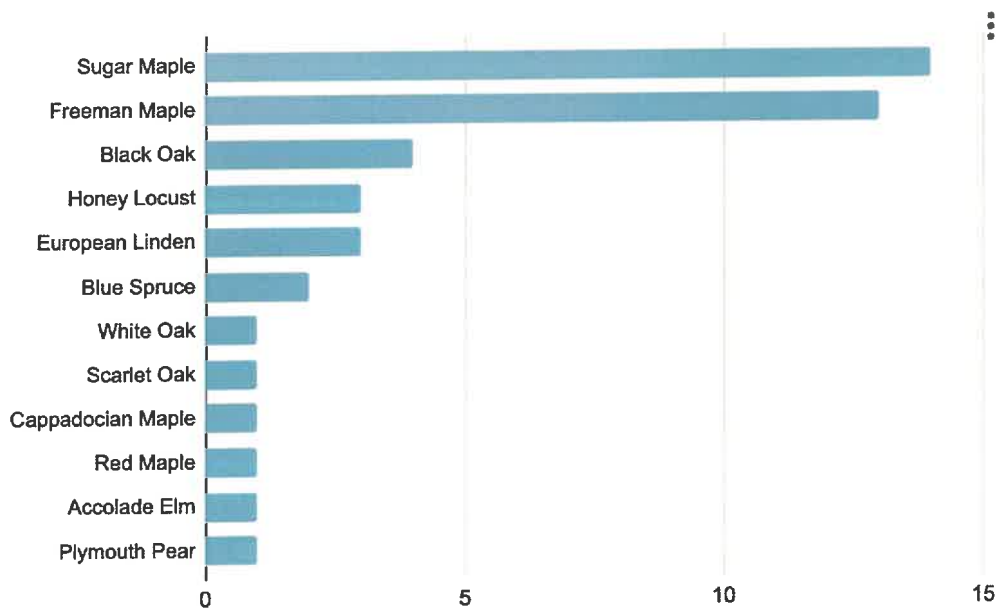
Kirkland Parkway Tree Inventory—October 10-20, 2023

BAR GRAPH



TREES IN OPEN SPACES

Franklin Township Park—Tree Inventory, October 10-20, 2023



Management

Responsibilities

Kirkland Tree Commission	growing space; exotic species invading natural areas
Public Works	tree health; growing space; utility line clearance; damage to sidewalk and other hardscape due to tree roots; exotic species invading natural areas; fire hazards at the urban wildland interface
Village Board	ordinances governing trees on public spaces in the Village

Management Practices

Are best practices employed? Are standards and practices up to date?

The Village of Kirkland should consider adopting a set of best practice standards (Genoa's specification manual, or American National Safety Institute (ANSI) Tree Care Standards or the International Society of Arboriculture Best Management Practices Standards).

Is there adequate species and age diversity within the urban forest?

No. See inventory results.

Are declining trees evaluated for risk? Are hazards removed?

Public Works has been focused on this (especially in Pioneer Park; and also removal of remaining ash trees)

Is there adequate equipment?

Progress: watering system acquired through DCCF grant; stump grinder; gator bags for watering trees; nylon mesh to protect trees from cicadas. Still needed: Bucket truck

Prunings are scheduled and unscheduled (such as in response to calls or weather events)?

Values and Issues

Is there a stewardship ethic in the community for urban forestry?

Yes, with the development of the Kirkland Tree Advisory Board, the interest, education, and stewardship has expanded.

Goals

2024 Short Term Goals

Goal	Timeline	Resource Needs	Budget	Was Goal Met ?
Apply for DeKalb Community Foundation Grant for more 50-50 trees and portable water tank and pump.	March 1, 2024 is the DEADLINE			YES
Celebrate Arbor Day with a tree planting ceremony in a public open space	3 PM on Friday, April 26, 2024	Buy/plant a tree	\$300	YES
Apply for Tree City status	Before Arbor Day, April 26, 2024.	Must have: ⦿ tree board or dept. ⦿ a public tree care ordinance ⦿ an urban forestry budget of at least \$2 per capita ⦿ an Arbor Day observance and proclamation		YES
Fall 2024 Plantings 50-50 Program 17 residents participate	Information to the public by June 30; info sent out with the July water bill; applications for permits turned in by August 15, 2024.	Post signs in yards.	Cost of printing.	YES
July 4, 2024 Informational Booth or Table	Over 4th of July weekend at events in town	Tree Commission pamphlet	printing or copying costs	NO
Continue as necessary the tree canopy and tree inventory assessment.	Finish before October 1.	aerial photographs; tree ID phone app.		YES
Finish a Draft	By the end of 2024			NO (please see

Urban Forest Plan				goals for 2025)
Improve our Facebook social media campaign	TBD	TBD		YES

2025 Short Term Goals

Goal	Timeline	Resource Needs	Budget	Goal Achievements Notes
Apply for Tree City Status		Brian/Tree Commission		
Arbor Day celebration	April 2025	Brian/Tree Commission	TBD	YES
Identify public parkway planting sites - Entrance to Kennedy - Along the entrance parkway to Kirkwood subdivision - Behind Memorial on Main St - In front of Pharmacy on Main St - Identify Village-owned land available for planting	Throughout the year/October 2025	Tree Commission		YES
Inquire about partnering with Walnut Grove and Dekalb Forest Preserve	Throughout the year	Tree Commission		YES

Finish Urban Forest Plan	By the end of July, 2025			YES
Update and diversify tree options suitable for parkway planting	Throughout the year	Tree Commission		YES
New tree availability list for 2025 planting.	July/August 2025	Tree Commission and Village clerk		YES
Goal	Timeline	Resource Needs	Budget	Goal Achievements Notes
Contact St. Aubin to address discrepancies regarding tree diameters (delivered v. \$ charged)	As able	Jim/Public Works or as directed per committee or Village		YES
Coordinate with Village to supply a link on Village website to the Tree Commission for the purpose of providing meeting minutes, recommended tree lists, applications, tree ordinances, etc.	Not specified/as able	Village Board		YES
Facebook coordinator	2025 season			YES
Establish a partnership with the High School Agriculture Program to grow saplings	By November, 2025	purchase of seeds	TBD	Ongoing

Long Term Goals

Goal	Timeline	Resource Needs	Budget	Goal Achievements Notes
Establish best practices for maintaining urban forest: provide training for Public Works staff on tree planting, care, and pruning.	In the next 1-5 years.	Funds to pay for training	TBD	
Guidelines for planting trees in new subdivisions				
Continue seeking out grant opportunities	ongoing			

AGENDA
Board of Trustees Regular Meeting
Village of Kirkland
Kirkland, Illinois 60146
Monday, January 19, 2026 – 7:00 P.M.

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Comments from Audience
- V. Approval of Minutes
- VI. Approval of Warrant
- VII. Guest Speaker(s)
- VIII. Reports
 - 1. Police Report
 - 2. Public Works
 - 3. Committee Reports
- IX. Business
 - 1. Discussion / Approval of Acct # 1285-00 - Utility Payment Refund Application Form
 - 2. Discussion / Approval of Acct # 1335-00, 1340-00, 1343-00 Water Leak Adjustment Request Forms
 - 3. Discussion / Approval of Village of Kirkland Tree Committee Urban Forest Plan
 - 4. Discussion / Approval of Ordinance 2026-01 / An Ordinance Authorizing the Sale of Certain Village-Owned Real Property No Longer Necessary or Useful to the Village (65 ILCS 5/11-76-2) for 101 Brennan Drive from Village of Kirkland
 - 5. Discussion of 700 W Prospect Ave Property - Request County to Separate Lot Pin Number
 - 6. Discussion / Approval of Ordinance 2026-02 / Increase to Village of Kirkland Impound (Administration Towing) Fees
 - 7. Discussion of (IGA) Intergovernmental Agreement for Sale of Library
 - 8. Discussion / Approve of Ordinance 2026-03 / Adoption of Village of Kirkland Raffle License
 - 9. Discussion / Approval of Purchase Order Requisition Form for the Board to Approve Expenditures
 - 10. Discussion of Rezoning Kirkwood Subdivision due to Flood Zone restrictions and Non-conforming Use
 - 11. Discussion on Status Update from Attorney Matthew Walters about FEMA/INDR
 - 12. Discussion of Village 2025-2026 Financial Options
- X. Executive Session
 - 1. Appointment, Compensation, Discipline, Discharge and/or Performance of Specific Employees [pursuant to 5 ILCS 120/2(c)(1)]
- XI. Adjournment