

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Executive Director

RE: June 2018 Director's Report

Date: July 11, 2018

MEETINGS, EVENTS AND PROGRAMS

June 14	Forest Foundation of Kendall County Board Meeting
June 19	Meeting with Upland Design – Pickerill-Pigott Master Plan
June 20	ComEd-Verde Energy Audit Site Inspections
June 21	Volunteer Appreciation Picnic
June 25	Oak Ecosystem Recovery Group – Planning Meeting
June 28	Oak Ecosystem Recovery Group – Planning Meeting
June 28	The Conservation Foundation – Advisory Board Meeting
July 6	World Security/Wire Wizard Alarm System Inspection and Repair
July 10	Tyler Technologies Software Presentation
SAVE THE DATE	KCFPD Public Hearing – Pickerill-Pigott Forest Preserve Preliminary Master Plan Thursday, July 19 5-7 PM Kendall County Historic Courthouse

PRIORITY PROJECT UPDATES

Millbrook Bridge Permitting

The Army Corps of Engineers has granted a comment period extension of 60-days at the request of the Kendall County Historic Preservation Commission. The Village of Millbrook also submitted a letter to the Army Corps of Engineers. Following the conclusion of the comment period, HLR will provide update on the permit status, anticipating that the permit will be issued in August. The HLR Phase II and Phase III proposal will be revisited in early August to begin development of the project bid specifications.

Grant Project Updates

The IDNR has informed the District that the Regional Trails Program grant for Fox River Bluffs has been recommended for award of funding to the USDOT-FHA. Notification of award is anticipated later this summer.

The Forest Foundation of Kendall County is working on efforts to secure the initial matching funds for the first phase of the Hoover Forest Preserve restoration project. The District was notified that the application for ComEd-Openlands Green Region funding was not awarded funding. Work has begun on construction of the Hoover Nature Play Space hobbit tunnel feature. The District is also working with Upland Design and IDPH to secure a formal letter signing off on the tunnel and raised stream feature.

Electrical Work and Lift Station Repairs at Hoover Forest Preserve

JULIE and Blood Hound underground utility locators are working to mark public and private utilities this week at Hoover Forest Preserve in anticipation of the lodge parking lot fixture replacement project, and sanitary sewer lift station repairs. Blood Hound also completed a video inspection of the sewer intake pipe leading into the lift station vault.

Based on the footage, a section of the pipe leading into the lift station has deteriorated and will need to be replaced. Debris coming into the lift station appears to be contributing to the shutdown of one of the two lift station pumps.

Hoover Forest Preserve Rail Crossing Improvements

The District has received legal descriptions and exhibits for two proposed easements for extending electrical service for the crossing gate improvements. The District will work with Kendall County GIS to plot the legal descriptions in order to determine total length and area requested. Cost calculations will be based on the District's ordinance and submitted to Attorney Coffey for presentation. IDOT has indicated that grant funding should be available to cover the easement costs for both OmniTRAX/Illinois Railway and ComEd, with final confirmation pending.

OmniTRAX attorneys have requested a one-year extension to complete the project, citing the need to establish the easement(s) prior to commencing work. Yorkville Attorney Orr plans to respond to the timeframe for the extension.

Pickerill-Pigott Master Plan Updates

The master plan survey summary has been completed, and attached to this report. Survey results were also included within the recent eNewsletter inviting the public to the open house. A reminder will be sent out Friday with links to review the final plan.

The preliminary master plan will be presented to the Committee of the Whole on July 11, with a final public hearing scheduled for Thursday, July 19 from 5 pm to 7 pm at the Historic Courthouse.

The final plan will be presented to Commission for approval at the August 7, 2018 Commission meeting, along with the authorizing resolution to apply to the 2018 OSLAD grant program presuming the announcement is published later this month. Phase I costs are in line with available capital funding, with the goal of leveraging OSLAD funding to complete all phase I improvements.

Natural Beginnings Early Learning Program

Stefanie Wiencke has been promoted to the position of Natural Beginnings Early Learning Program Manager. Kathy Berndl has been promoted to Lead Teacher, with Jennie Collins hired as a new Instructional Aide for the program. All sessions are full going into the 18-19 program year.

Henneberry Forest Preserve Floristic Quality Inventory

The Henneberry-Reservation Woods Forest Preserve floristic quality inventory will be completed later this summer. The survey has documented previously unknown populations of rare plant species, as well as threats from several invasive species that will pose a significant and ongoing challenge for management and restoration efforts including the following:

- Field thistle (*Cirsium arvense*)
- Yellow and white sweet clovers (*Melilotus alba* and *officinalis*)
- Reed canary grass (*Phalaris arundinacea*)
- Japanese hedge parsley (*Torilis japonica*)
- Garlic Mustard (*Alliaria petiolata*)
- Japanese barberry (*Berberis thunbergii*)
- Dame's rocket (*Hesperis matronalis*)
- Amur honeysuckle (*Lonicera maackii*)
- Japanese stiltgrass (*Microstegium vimineum*)
- Wild parsnip (*Pastinaca sativa*)
- Ornamental pear (*Pyrus calleryana*)
- Multiflora rose (*Rosa multiflora*)

Verde Energy Audit

ComEd recently funded an energy audit of District facilities, with a primary focus of transition to LED fixtures to reduce energy consumption and costs.

The study's use assumptions will be carefully examined to confirm that the potential cost savings model is a close fit for actual energy usage, with final recommendations to be determined based on the revised cost savings projections. Audit site visits were conducted at Hoover, Harris, Pickerill-Pigott and Baker Woods – Ellis House and Equestrian Center.

Respectfully submitted,

David Guritz, Director

Kim Olson, Superintendent Report

June 2018

Kim Olson, Patrick Higgins and Ron Smrz – *Maintain all KCFPD properties.*

Jay Teckenbrock and PT staffers- *Maintain Hoover*

INCIDENT REPORTS:

- HOOVER- The equestrian usage of Hoover trails has become very popular. Many riders come from far and wide to use the Hoover trails. We encountered an unauthorized fund raiser ride and when we informed them of the permitting / protocol for such events they were compliant and polite. Due to the sheer volume of equestrian visitors that now enjoy the beautiful trails, it is apparent that signage is now necessary for all to be educated in the rules, regulations and etiquette of the equestrian trail usage.

PATRICK HIGGINS AND RON SMRZ AND CRAIG JOHNSON

- Craig has striped the Harris parking lot, which saved the District a great deal of expense. He plans on doing Hoover next.
- June was totally consumed with turf mowing and weed control of trails and parking lots. The effectiveness of herbicide is challenged by the excessive rains on the limestone trails, as well as taming the Woodland trails from being swallowed up with over growth due to climactic changes and erratic weather patterns. This has kept us all very busy as well. It is plush and tropical again this year.
- Gravel hauling and equipment maintenance has been accomplished thanks to rainy days.
- Roadside/ditch clearing of garbage is a constant.
- Continuous clearing of trees from across trails is a constant.
- Maintenance of equipment is a constant.
- We are maintaining the basics to keep the Preserves clean and safe.

KIM OLSON

- I have had the pleasure of teaching the two Summer interns and they have been much welcomed help. They are hard workers and it has been a pleasure to instruct them.
- I have been doing a great deal of cutting/clearing of trails at Harris, Henneberry, Hoover, Pickerill, Lyon, Young, Little Rock Creek and Millbrook South clearing trails.
- I have accompanied Scott Kobal for the Floristic quality studies at Henneberry.
- I measured and ordered the new canvas window treatments for Hoover primitive cabins.

- With the growth of the Forest Preserve properties and the various forms of rental options/venues/amenities now offered by the Kendall County Forest Preserve District, come more infrastructures and more supervision!
- I collect all water samples for testing with the State of Illinois.
- I alternate my time in the office and in the field as needed on a daily basis. I go wherever I am needed, whenever it is needed and do whatever is needed to keep the Preserves running efficiently.
- Never ending re-structuring and juggling the scheduling of all the various duties needed to keep things running efficiently.

HOOVER: Jay Teckenbrock

- June was another busy month with high volume of rentals and challenging wet weather. Beyond keeping up with mowing and weed whacking of public spaces we have had a few days into cutting back of low hanging branches, and brush along trails. Several trees were downed or uprooted with the heavy rain/wind across trails and roads
- The heavy rain brought out the potholes which we filled and have begun to grade off roads with blade on tractor.
- With a heavy volume of renters, summer school clean up, and longer stays, we have had several days of cleaning of bunkhouse's, and some time into extra cleaning of bunks , and the lodge(Cobwebs/upper windows, stove, etc).
- We installed new smoke detectors, outlet covers, and some missing bulb covers at the primitive cabins to bring them up to code.
- We continued to replace screens, and wire mesh on both the primitive and bunk porches, and painted, and cut plywood we had for bunk bed bases for new mattresses in primitive cabins.
- We serviced the Kubota machines, and have had to work on Sabre mower to continue its use until a replacement is found .
- We cut/split firewood a couple days to keep up our supply.

ROUTINE DUTIES-FULL AND PART 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:

Opening/closing, electrical, plumbing, carpentry, equipment operation, mechanical / equipment repairs, painting, herbicide application, prescribed burns, logging records of all restoration/herbicide 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 ordering and picking up of all supplies, and mowing.

To: Kendall County Board of Commissioners

From: Emily Dombrowski, Environmental Education Programs Manager

RE: Education Department Monthly Report

Date: July 11, 2018

The Education Department has been busy with summer camps, daycare programs, scout programs, and public programs this summer.

So far this summer we have seen 95 campers ranging in age from 1-14. We send a survey to every parent and will share the results of our survey in August.

We have been seeing more daycare students this summer after sending daycare/learning centers promotional material. So far this summer we have seen 223 daycare students.

We will be busy gearing up for the end of camp and switching into school mode at the beginning of August. Goals for August include creating a new school brochure, sending the brochure to previous school sign ups as well as new schools and marketing our new nursing home programs.

Course Revenue - Summary Report

Summer 2018

07/11/2018 08:15 AM

Environmental Education

Public Programs

Course#	Course Title	Revenue	Actual Enroll	Max Enroll	% Full	Revenue Not Realized
34	Eco Art - Fairy Explorations	\$0.00	0	16	0%	\$80.00
35	Women in the Wild	\$0.00	0	16	0%	\$80.00
36	Toddling Naturalist: Fun at the Pond	\$20.00	4	16	25%	\$60.00
37	Babes in the Woods: Fun at the Pond	\$25.00	5	16	31%	\$55.00
38	Mud Day Celebration	\$5.00	1	25	4%	\$120.00
39	Toddling Naturalist: Beautiful Butterflies	\$15.00	3	16	19%	\$65.00
40	Babes in the Woods: Incredible Insects	\$10.00	2	16	13%	\$70.00
41	Eco Art - Wonderful Water	\$0.00	0	16	0%	\$80.00
42	Fairy Garden Fun	\$0.00	0	20	0%	\$200.00
43	Toddling Naturalist: Creek Walk	\$10.00	2	16	13%	\$70.00
44	Babes in the Woods: Creek Walk	\$15.00	3	16	19%	\$65.00
Totals For Public Programs		\$100.00	20	189	11%	\$945.00

Summer Camp

Course#	Course Title	Revenue	Actual Enroll	Max Enroll	% Full	Revenue Not Realized
1	Habitat Hunters	\$1,480.00	8	16	50%	\$1,480.00
10	Nature Quest	\$2,250.00	15	16	94%	\$150.00
11	Habitat Hunters	\$925.00	5	16	31%	\$2,035.00
12	Fantastic Five - Exploring our Sensational Senses	\$1,170.00	9	16	56%	\$910.00
13	Let's Wing It!	\$650.00	5	16	31%	\$1,430.00
14	Stealth and Survival	\$370.00	2	16	13%	\$2,590.00
15	Imagine, Invent, Inspire	\$740.00	4	16	25%	\$2,220.00
16	Fairy House and Gnome Homes	\$650.00	5	16	31%	\$1,430.00
17	Bug Buddies	\$420.00	12	16	75%	\$140.00
18	Magic School Bus Rides Again	\$740.00	4	16	25%	\$2,220.00
19	Adventure Road	\$370.00	2	10	20%	\$1,480.00
2	Magic School Bus Rides Again	\$1,295.00	7	16	44%	\$1,665.00
20	Have Paddle, Will Travel	\$0.00	0	16	0%	\$3,200.00
3	Fantastic Five - Exploring our Sensational Senses	\$1,430.00	11	16	69%	\$650.00
4	Adventures with Peter Rabbit	\$490.00	14	16	88%	\$70.00
5	Fairy House and Gnome Homes	\$910.00	7	16	44%	\$1,170.00
6	Let's Wing It	\$910.00	7	16	44%	\$1,170.00
7	Nature Quest	\$900.00	6	16	38%	\$1,500.00
8	Imagine, Invent, Inspire	\$0.00	0	16	0%	\$2,960.00
9	Stealth and Survival	\$1,110.00	6	16	38%	\$1,850.00
Totals For Summer Camp		\$16,810.00	129	314	41%	\$30,320.00
Totals For Environmental Education		\$16,910.00	149	503	30%	\$31,265.00
Grand Totals		\$16,910.00	149	503	30%	\$31,265.00

Facility Revenue - Summary Report

Receipt Dates: 6/1/2018 - 6/29/2018

07/11/2018 08:17 AM

Facility Category Forest Preserve

Facility	Room	Use Type	Revenue	Refund	Total
Hoover Forest Preserve	Blazing Star	Family Outing	\$930.00		\$930.00
Hoover Forest Preserve	Blazing Star	Other	\$160.00		\$160.00
Hoover Forest Preserve	Blazing Star	Retreat	\$480.00		\$480.00
Hoover Forest Preserve	Kingfisher	Other	\$625.00		\$625.00
Hoover Forest Preserve	Kingfisher	Retreat	\$320.00		\$320.00
Hoover Forest Preserve	Moonseed	Other	\$600.00		\$600.00
Hoover Forest Preserve	Moonseed	Retreat	\$320.00		\$320.00
Hoover Forest Preserve	Moonseed	Scout Outing	\$320.00		\$320.00
Hoover Forest Preserve	Family Campsite 2	Scout Outing	\$60.00		\$60.00
Hoover Forest Preserve	Group Campsite A	Scout Outing	\$85.00		\$85.00
Hoover Forest Preserve	Group Campsite B	Scout Outing	\$85.00		\$85.00
Hoover Forest Preserve	Group Campsite C	Family Reunion	\$295.00		\$295.00
Hoover Forest Preserve	Group Campsite C	Family Reunion	\$260.00		\$260.00
Hoover Forest Preserve	Meadowhawk Lodge	Birthdays Party	\$345.00		\$345.00
Hoover Forest Preserve	Meadowhawk Lodge	Bridal Shower	\$255.00		\$255.00
Harris Forest Preserve	Shelter 1	Scout Outing	\$50.00		\$50.00
Jay Woods Forest Preserve	Jay Woods	Baby Shower	\$50.00		\$50.00
Jay Woods Forest Preserve	Jay Woods	Family Outing	\$75.00		\$75.00
Richard Young Forest Preserve	Richard Young Forest Preserve	Family Reunion	\$75.00		\$75.00
Totals For Forest Preserve			\$5,390.00		\$5,390.00

Facility Category Historic Courthouse

Facility	Room	Use Type	Revenue	Refund	Total
Historic Courthouse	Court Room	Other	\$360.00		\$360.00
Totals For Historic Courthouse			\$360.00		\$360.00
Room Rental Totals			\$5,750.00		\$5,750.00



Facility Revenue - Summary Report

Receipt Dates: 6/1/2018 - 6/29/2018

07/11/2018 08:17 AM

Package	Revenue	Refund	Total
Shelter 1 & 4 - Harris Forest Preserve	\$400.00		\$400.00
Package Rental Totals	\$400.00		\$400.00
Grand Totals	\$6,150.00	\$0.00	\$6,150.00

Merchandise Revenue - Summary

Receipt Dates: 5/1/2018 - 6/11/2018

07/11/2018 08:18 AM

Birthdays Pony Party

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Birthdays (Pony) Party - Non-County	5	\$590.00	0		5	\$590.00
Birthdays(Pony) Party - County	2	\$200.00	0		2	\$200.00
Birthdays Pony Party		\$790.00				\$790.00

Credit Card Revenue

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Environmental Education Credit Card Revenue	11	\$62.39	0		11	\$62.39
Hoover & Shelter Rentals Credit Card Revenue	16	\$70.21	0		16	\$70.21
Credit Card Revenue		\$132.60				\$132.60

Ellis - Credit Card Revenue

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Ellis Credit Card Revenue	26	\$86.80	0		26	\$86.80
Ellis - Credit Card Revenue		\$86.80				\$86.80

Ellis House

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Other Rentals (Showers, B'day Parties, etc)	2	\$420.00	0		2	\$420.00
Ellis House		\$420.00				\$420.00

Meadowhawk - Rentals

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Meadowhawk - Additional Rental Hour	2	\$30.00	0		2	\$30.00
Meadowhawk - Rentals		\$30.00				\$30.00

Pony Club

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Pony Club (includes Field Trips, Scout Programs)	5	\$651.00	0		5	\$651.00



Merchandise Revenue - Summary

Receipt Dates: 5/1/2018 - 6/11/2018

07/11/2018 08:18 AM

Pony Club

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Pony Club		\$651.00				\$651.00

Riding Lessons

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Ellis - House Tenant Agreement	1	\$346.67	0		1	\$346.67
Riding - Beginner - Semi Private-Private - Non-Cty	3	\$392.00	0		3	\$392.00
Riding - Beginner - Semi-Private & Private - Count	1	\$230.00	0		1	\$230.00
Riding - Beginner - Semi-Private - Non-County	2	\$70.00	0		2	\$70.00
Riding - Beginner - Single - County	2	\$136.00	0		2	\$136.00
Riding - Beginner - Single - Non-County	1	\$45.00	0		1	\$45.00
Riding - Beginner-Semi Private - Single - County	1	\$70.00	0		1	\$70.00
Riding - Lead Line - Package - County	1	\$85.00	0		1	\$85.00
Riding - Lead Line- Package - Non-County	6	\$729.00	0		6	\$729.00
Riding- Beginner - Package - County	4	\$640.00	0		4	\$640.00
Riding- Beginner - Package - Non-County	10	\$1,620.00	0		10	\$1,620.00
Sunrise Center Monthly Fee	3	\$3,546.67	0		3	\$3,546.67
Riding Lessons		\$7,910.34				\$7,910.34

Security Deposit

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Other Rentals - Security Deposits	1	\$200.00	0		1	\$200.00
Weddings - Security Deposit	1	\$1,000.00	1	(\$150.00)	0	\$850.00
Security Deposit		\$1,200.00		(\$150.00)		\$1,050.00

Weddings

Item	Qty Sold	Amount Sold	Qty Refunded	Amount Refund	Net Quantity	Total
Weddings	3	\$8,180.00	0		3	\$8,180.00
Weddings		\$8,180.00				\$8,180.00
Grand Totals		\$19,400.74		(\$150.00)		\$19,250.74



Course Revenue - Summary Report

Summer 2018

07/11/2018 08:16 AM

Ellis House

Summer Camp

Course#	Course Title	Revenue	Actual Enroll	Max Enroll	% Full	Revenue Not Realized
21	Pony 1-Day - Parents & Tots	\$365.00	8	10	80%	\$90.00
22	Pony 3 Day Camp- Ages 6-8	\$1,030.00	5	6	83%	\$200.00
23	Pony - 3-day Camp - Age 9-13	\$840.00	4	6	67%	\$400.00
24	Pony 1-Day - Parents and Tots	\$95.00	2	8	25%	\$270.00
25	Pony 1-Day Camp	\$205.00	3	8	38%	\$325.00
26	Pony 1-Day Camp for Parents and Tots	\$235.00	5	6	83%	\$45.00
27	Pony 1-Day Camp	\$65.00	1	8	13%	\$455.00
28	Pony 1-Day Camp	\$135.00	2	8	25%	\$390.00
29	Pony 1-Day Camp	\$70.00	1	8	13%	\$455.00
30	Pony 3-Day Camp	\$210.00	1	8	13%	\$1,400.00
31	Pony 3-Day Camp	\$410.00	2	8	25%	\$1,200.00
32	Pony 3-Day Camp	\$630.00	3	8	38%	\$1,000.00
33	Pony 3-Day Camp	\$420.00	3	8	38%	\$1,000.00
Totals For Summer Camp		\$4,710.00	40	100	40%	\$7,230.00
Totals For Ellis House		\$4,710.00	40	100	40%	\$7,230.00
Grand Totals		\$4,710.00	40	100	40%	\$7,230.00

To: Kendall County Forest Preserve District Committee of the Whole

From: David Guritz, Director

RE: Midwest Environmental Consulting – Asbestos and Lead Inspection – Pigott Ranch House

Date: July 11, 2018

A proposal was requested from Midwest Environmental Consulting Services of Yorkville, Illinois to complete asbestos and lead testing of the Pigott ranch house scheduled for demolition as part of efforts to open this preserve to the public.

Costs for mitigation of lead and asbestos containing materials identified from the inspection will be calculated along with the costs for demolition, and may be included as part of the District's anticipated 2018 OSLAD grant application.

Recommendation:

District staff recommends approval of a motion to forward the Midwest Environmental Consulting Services proposal to Commission for consideration for the investigation of lead and asbestos containing materials at the Pigott ranch house for a cost not-to-exceed \$1,750.00 plus \$35 per sample tested over the proposal's sampling schedule.



**Midwest
Environmental
Consulting Services, Inc.**

Consultants ◀ Engineers ◀ Scientists

Monday, June 25, 2018

Proposal #1806535

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

Attention: David Guritz, Director

Subject: **Proposal for NESHAP Asbestos Survey and Non-HUD Lead Survey for Kendall County Forest Preserve District
Project Location: Vacant Building—Pickerill-Pigott Forest Preserve, 6350B Minkler Road, Yorkville, IL 60560**

Dear Mr. Guritz;

Thank you for the opportunity to prepare this proposal for NESHAP asbestos survey and non-HUD lead survey for Kendall County Forest Preserve District. This proposal is designed to identify asbestos containing materials and lead based paint located throughout the building. The proposal is as follows:

Item One – NESHAP Asbestos Survey

- **Data Collection** - MEC will meet with property personnel to determine a schedule and lay out a plan of action. Any information that has been collected in the past will be collected and reviewed by MEC.
- **Review of Building Records** - MEC will review all of the supplied building records. These records will hopefully cover areas of past asbestos abatement and any other information that might be helpful in conducting your survey.
- **Inspection Layout and Sampling** - After the completion of the record review, MEC will start the building layout based on the schedule determined during the initial data collection meeting. During this phase, MEC will determine the locations of each homogeneous area. Included in these areas will be floor covering, mastic, spray-on fire proofing, troweled-on ceiling materials, thermal system, blown-in insulation, and any other suspected asbestos containing building materials (ACBM's). Included in the inspection layout will be estimated quantities of materials located in each homogeneous area. MEC will not conduct any destructive sampling to walls or ceilings in order to sample suspect materials; however, we will look to see if inspection ports are accessible and lift lay-in ceiling tiles. All samples taken will be in areas where the suspected materials are accessible. The materials and estimated quantities will be documented and submitted along with the final written report to the building owner or owner's representative. Once the layout is completed, an Illinois licensed building inspector will start sampling each homogeneous area. Per regulations, a minimum of three bulk samples will be collected per homogeneous area. Sample results along with the assessment of each material will be documented.

Yorkville Location

2551 N. Bridge St.
Yorkville, IL 60560

P: (630) 553-3989
F: (630) 553-3990

Peoria Location

3100 N. Knoxville Ave.
Suite 204

Peoria, IL 61603
P: (309) 621-4680
F: (309) 621-4690

- **Bulk Sample Analysis** - Bulk sample analysis will be completed through an independent laboratory that has been given accreditation by the USEPA in accordance with Sections 206 of Title II of the AHERA regulations. The laboratory will also be required to take part in the National Voluntary Laboratory Accreditation Program (NVLAP).
- **Final Report and Documentation** - After the inspection phase is completed, MEC will develop a final written report documenting our findings. Included in the report will be copies of all certifications and accreditations, assessments and quantification of materials, lab reports, and any potential response actions required in the future.

Item Two – Non-HUD Lead Survey

- All work will be completed by a licensed Lead Inspector/ Risk Assessor.
- Samples will be analyzed by XRF Scanner.
- No paint chip, wipe, or soil samples are included in the project cost.
- Technical time is included in the cost of this service.
- Certifications of the inspector will be included in our final report.
- Final report will be generated documenting our findings.
- Select a number of randomly specified areas to be inspected, test for lead content of coated (paint, Varnish, or shellacked) surfaces within each selected area and all common area (interior or exterior) or all "testing combinations."
- Information gathered in the field will then be documented in a written report. This report will include a summary, all data collected in the field, detailed XRF data of all testing combinations sampled, identification of all lead based paint (LBP), and sketches/drawings of properties to show sample locations.

Item Three – Project Cost

NESHAP Asbestos Survey:	\$1,200.00
Additional Bulk Samples (if required):	\$ 35.00 per sample
Non-HUD Lead Survey:	\$ 550.00

* Project cost includes up to thirty-five (35) asbestos bulk samples to be collected. Samples will be analyzed with standard five day turnaround on laboratory analysis. Additional samples collected, while on-site, will be billed \$35.00 each. Rush turnaround will increase the sample cost by 100%. Laboratory turnaround time is based on when the samples are received by the laboratory.

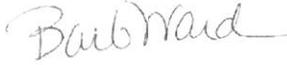
Non-HUD lead survey cost includes the use of XRF, no paint chip or wipe samples are included in the project cost. If lead samples are required, they will be billed accordingly.

MEC will provide an electronic copy of the final report, no hard copy reports will be provided unless requested by the Client.

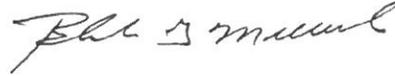
If you have any additional questions, please feel free to contact me at 630-553-3989.

Kendall County Forest Preserve District
Proposal # 1806535
Page 3 of 3

Best Regards,
Midwest Environmental Consulting Services, Inc.



Barb Ward
Vice President of Client Relations



Blake Mellecker
President

If this proposal is acceptable, please sign and return.

Name of Organization

Date

Signature of Authorized Person and Title

P.O. Number

Printed Name and Title

1806535
Proposal Number

Terms: 30 days

Filename: \\server\2018proposals\1806535.doc

To: Kendall County Forest Preserve District Committee of the Whole

From: David Guritz, Director

RE: ComEd / OmniTRAX-Illinois Railway Proposed Easements

Date: July 11, 2018

OmniTRAX and ComEd have requested District pricing for the purchase of easements needed to power the rail crossing gate improvements (submitted exhibits attached).

Per Commission direction, cost estimates will be prepared for the easements in accordance with the District's ordinance, and submitted to Attorney Coffey for discussion with the two firms.

ComEd To:
 LOC 1: Install 25 KVA Transformer at staked location at the "Y" of the intersection.
 Hoop up secondary and provide meter

Customer To:
 Run secondary cable form loc1- loc2. Provide meter fitting on RR hut
 Customer Signature _____

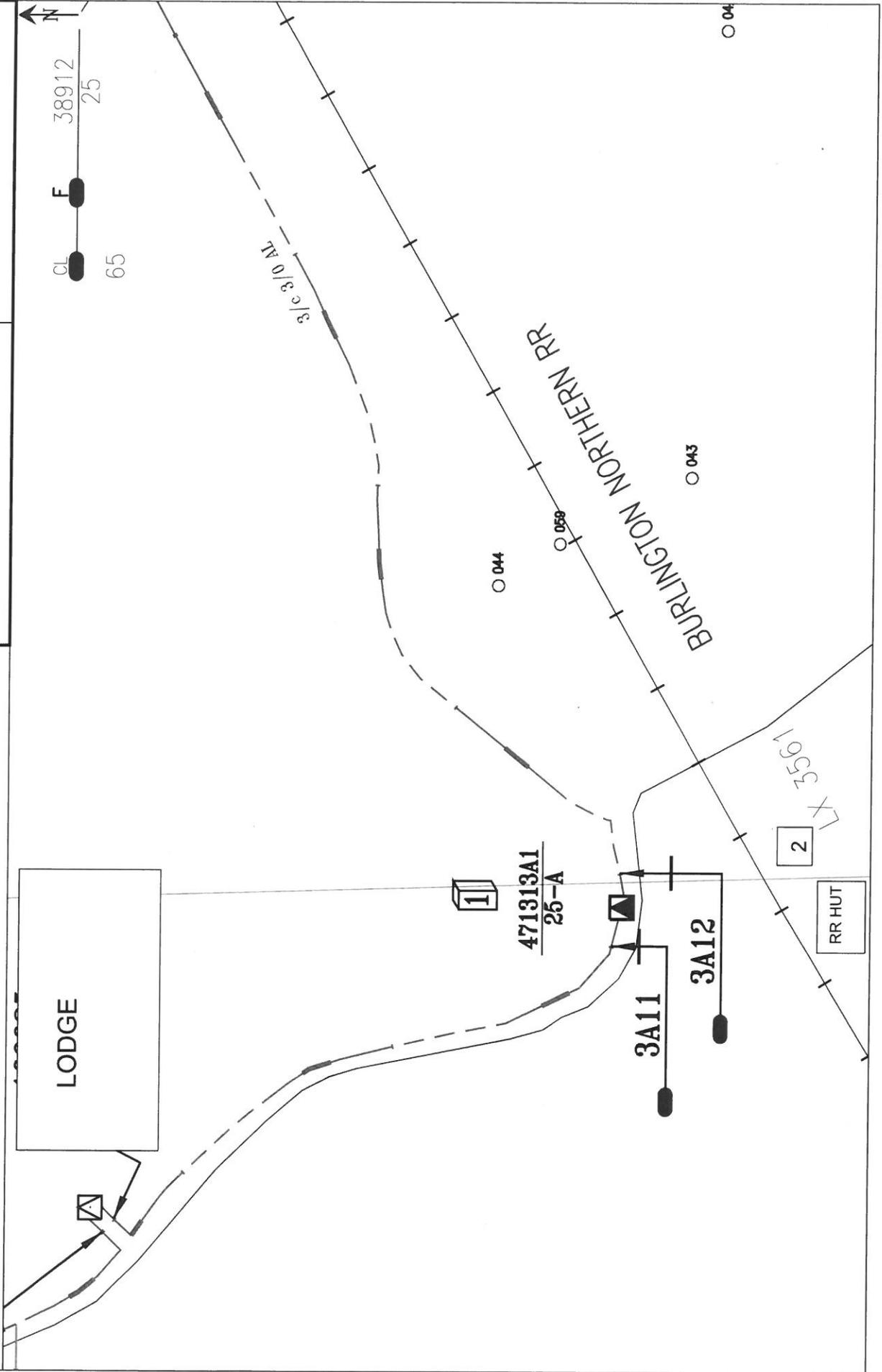
Service Entrance Location Sketch

11203 FOX RD

QS/PL

Date Issued:

SER /



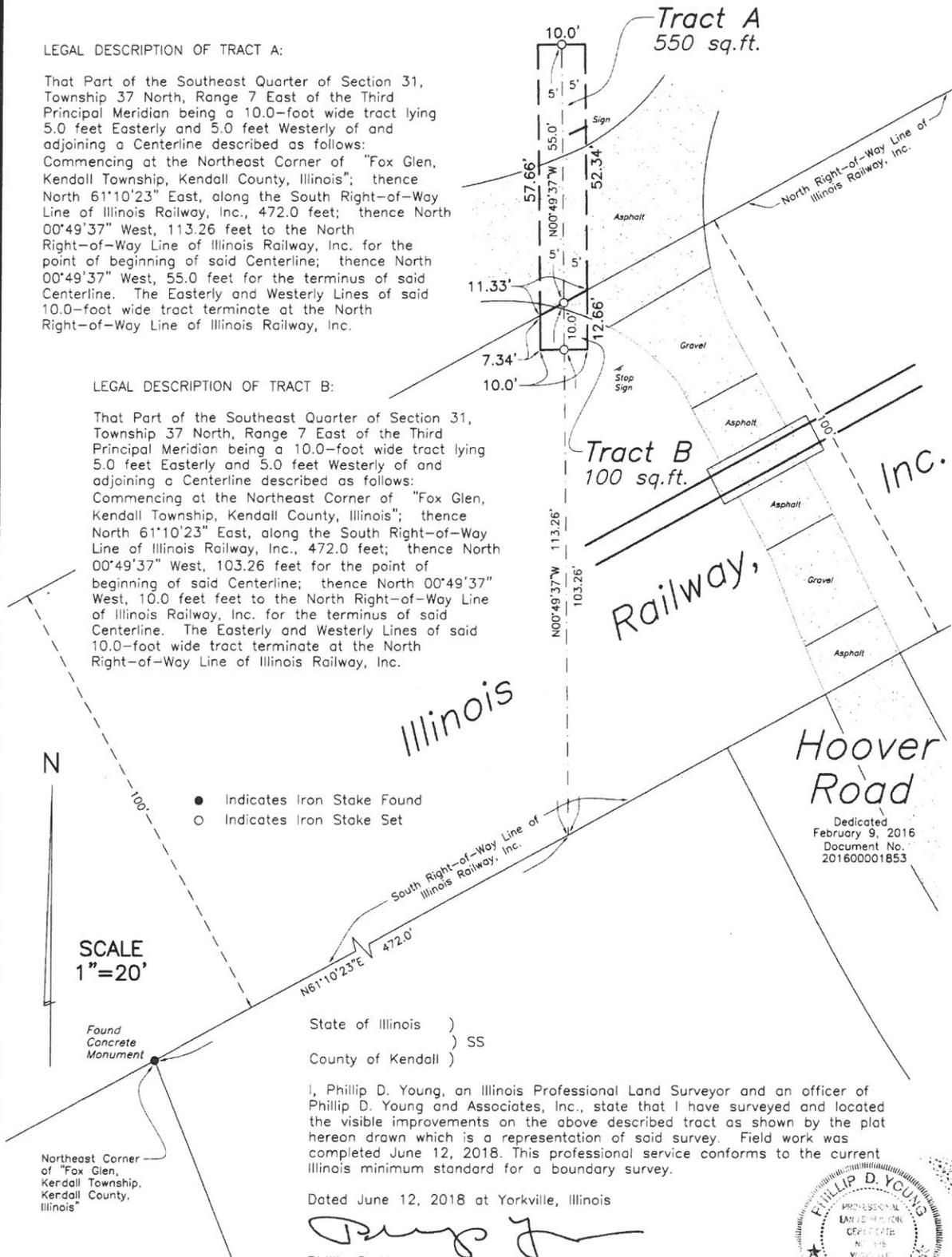
PLAT OF EASEMENT OF PART OF THE SOUTHEAST QUARTER OF SECTION 31, T37N-R7E, 3rd PM KENDALL TOWNSHIP KENDALL COUNTY ILLINOIS

LEGAL DESCRIPTION OF TRACT A:

That Part of the Southeast Quarter of Section 31, Township 37 North, Range 7 East of the Third Principal Meridian being a 10.0-foot wide tract lying 5.0 feet Easterly and 5.0 feet Westerly of and adjoining a Centerline described as follows:
Commencing at the Northeast Corner of "Fox Glen, Kendall Township, Kendall County, Illinois"; thence North 61°10'23" East, along the South Right-of-Way Line of Illinois Railway, Inc., 472.0 feet; thence North 00°49'37" West, 113.26 feet to the North Right-of-Way Line of Illinois Railway, Inc. for the point of beginning of said Centerline; thence North 00°49'37" West, 55.0 feet for the terminus of said Centerline. The Easterly and Westerly Lines of said 10.0-foot wide tract terminate at the North Right-of-Way Line of Illinois Railway, Inc.

LEGAL DESCRIPTION OF TRACT B:

That Part of the Southeast Quarter of Section 31, Township 37 North, Range 7 East of the Third Principal Meridian being a 10.0-foot wide tract lying 5.0 feet Easterly and 5.0 feet Westerly of and adjoining a Centerline described as follows:
Commencing at the Northeast Corner of "Fox Glen, Kendall Township, Kendall County, Illinois"; thence North 61°10'23" East, along the South Right-of-Way Line of Illinois Railway, Inc., 472.0 feet; thence North 00°49'37" West, 103.26 feet for the point of beginning of said Centerline; thence North 00°49'37" West, 10.0 feet to the North Right-of-Way Line of Illinois Railway, Inc. for the terminus of said Centerline. The Easterly and Westerly Lines of said 10.0-foot wide tract terminate at the North Right-of-Way Line of Illinois Railway, Inc.



N
100'
SCALE
1" = 20'

- Indicates Iron Stake Found
- Indicates Iron Stake Set

Found Concrete Monument
Northeast Corner of "Fox Glen, Kendall Township, Kendall County, Illinois"

State of Illinois)
County of Kendall) SS

I, Phillip D. Young, an Illinois Professional Land Surveyor and an officer of Phillip D. Young and Associates, Inc., state that I have surveyed and located the visible improvements on the above described tract as shown by the plat hereon drawn which is a representation of said survey. Field work was completed June 12, 2018. This professional service conforms to the current Illinois minimum standard for a boundary survey.

Dated June 12, 2018 at Yorkville, Illinois
Phillip D. Young

Phillip D. Young
Illinois Professional Land Surveyor No. 2678 (Expires 11/30/18)



JOB NO.	18136	Phillip D. Young and Associates, Inc.	1107B South Bridge Street
JOB NAME	MIDSOUTH		Yorkville, Illinois 60560
DWG FILE	18136		Telephone (630)553-1580
		LAND SURVEYING - TOPOGRAPHIC MAPPING - Lic.#184-002775	

To: Kendall County Forest Preserve District Committee of the Whole

From: David Guritz, Director

RE: Renewal of Equestrian Center Program Participant and Volunteer Accident Insurance Coverage

Date: July 11, 2018

Wine-Sergi has reported that Chubb & Son will renew the insurance coverage for Ellis Equestrian Programs for the upcoming year with no premium cost increase.

The insurance premium is \$1,009.00, and covers costs incurred for injuries up to \$10,000.00. Thereafter, the District's general liability coverage assumes coverage of additional costs incurred.

The full cost of the premium is anticipated in the District's FY 17-18 operating budget.

Recommendation:

Consider a motion to forward to Commission the renewal of a Special Risk Insurance Policy through Chubb Group of Insurance Companies in the amount of \$1,009.00 for coverage of Ellis House and Equestrian Center horsemanship, summer camp, and special event participants and volunteers.



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

INVOICE

Remit Payment To: GSB c/o M&T Bank PO Box 62688 Baltimore, MD 21264-2688	Customer #:	C68587	PB #:	16835
	Broker:	Wine Sergi & Company		
	Policy Type:	Special Risk Accident		
	Policy Number:	9907-83-03-18		
	Contract Dates:	08/01/2018 TO 08/01/2019		
	Trans Type:	Renew		
	Effective Date:	08/01/2018		
	Invoice Date	Invoice Number	Payment Due Date	
<i>Please make checks payable to GSB.</i>	06/07/2018	76702115	09/01/2018	

Description	Effective Date	Due Date	Future	Current
Policy Premium	08/01/2018	09/01/2018		\$1,009.00
Total Amount Due:				\$1,009.00

If any policy or coverage is not wanted, please notify us immediately. Otherwise, an earned premium will be due the company for the time the policy was in force. Failure to remit payment will result in cancellation of coverage.

Endorsement

Renewal

Effective Date :	08/01/2018
Policy Number :	9907-83-03
Policyholder :	KENDALL COUNTY FOREST PRESERVE DISTRICT
Policy Period :	08/01/2018 to 08/01/2019
Name of Company :	FEDERAL INSURANCE COMPANY
Issue Date :	06/05/2018

It is agreed that the Policy is amended as follows:

In consideration of the payment of premium of \$1,009, this Policy is renewed for a further period of 12 months beginning at 12:01 AM on 8/1/2018 and ending at 12:01 AM on 8/1/2019 standard time at the **Policyholder's** address as shown in the Insuring Agreement.

All other terms and conditions of the policy remain unchanged.



Authorized Representative

**NOTICE OF PROTECTION PROVIDED BY
ALASKA LIFE AND HEALTH INSURANCE GUARANTY ASSOCIATION**

This notice provides a brief summary of the Alaska Life and Health Insurance Guaranty Association (Association) and the protection it provides for policyholders. This safety net was created under Alaska law, which determines who and what is covered and the amounts of coverage.

The Association was established to provide protection in the unlikely event that your life, annuity, or health insurance company becomes financially unable to meet its obligations and is taken over by its insurance regulatory agency. If this should happen, the Association will typically arrange to continue coverage and pay claims, in accordance with Alaska law, with funding from assessments paid by other insurance companies. The basic protections provided by the Association are:

Life Insurance

- \$300,000 in death benefits
- \$100,000 in cash surrender or withdrawal values

Health Insurance

- \$500,000 in hospital, medical and surgical insurance benefits
- \$300,000 for disability insurance
- \$100,000 in other types of health insurance benefits

Annuities

- \$100,000 in withdrawal and cash values
- \$5,000,000 for covered unallocated annuities that fund other plans

The maximum amount of protection for each individual, regardless of the number of policies or contracts, is \$300,000. Special rules may apply with regard to hospital, medical, and surgical insurance benefits.

The protections listed above apply only to the extent that benefits are payable under covered policy(s). In no event will the Association provide benefits greater than those given in the life, annuity, or health insurance policy or contract.

NOTE: Certain policies and contracts may not be covered or fully covered. For example, coverage does not extend to any portion(s) of a policy or contract that the insurer does not guarantee, such as certain investment additions to the account value of a variable life insurance policy or a variable annuity contract. There are also various residency requirements and other limitations under Alaska law.

A written complaint to allege violation of any provision of the Alaska Life and Health Insurance Guaranty Association Act must be filed with the Alaska Division of Insurance, 550 West Seventh Avenue, Suite 1560, Anchorage, Alaska, 99501-3567; telephone (907) 269-7900. Financial information for an insurance company, if the insurance information is not proprietary, is available at the same address and telephone number. The Association should not be contacted regarding the financial information of an insurance company.

To learn more about the above protections, as well as protections relating to group contracts or retirement plans, please visit the Association's website at www.aklifega.org or contact:

Alaska Life and Health Insurance Guaranty Association
1007 West Third Avenue, Ste. 400
Anchorage, AK 99501
(907) 243-2311

Alaska Division of Insurance
550 West Seventh Avenue, Ste. 1560
Anchorage, AK 99501-3567
(907) 269-7900

Insurance companies and agents are not allowed by Alaska law to use the existence of the Association or its coverage to encourage you to purchase any form of insurance. When selecting an insurance company, you should not rely on Association coverage. If there is any inconsistency between this notice and Alaska law, then Alaska law will control.

FACTS	WHAT DOES THE CHUBB GROUP DO WITH YOUR PERSONAL INFORMATION?	
Why?	Insurance companies choose how they share your personal information. Federal and state law gives consumers the right to limit some but not all sharing. Federal and state law also requires us to tell you how we collect, share, and protect your personal information. Please read this notice carefully to understand what we do.	
What?	<p>The types of personal information we collect and share depend on the product or service you have with us. This information can include:</p> <ul style="list-style-type: none"> • Social Security number and payment history • insurance claim history and medical information • account transactions and credit scores <p>When you are no longer our customer, we continue to share information about you as described in this notice.</p>	
How?	All insurance companies need to share customers' personal information to run their everyday business. In the section below, we list the reasons insurance companies can share their customers' personal information; the reasons the Chubb Group chooses to share; and whether you can limit this sharing.	
	Does Chubb share?	Can you limit this sharing?
Reasons we can share your personal information		
For our everyday business purposes - such as to process your transactions, maintain your account(s), respond to court orders and legal investigations, or report to credit bureaus	Yes	No
For our marketing purposes - to offer our products and services to you	Yes	No
For joint marketing with other financial companies	Yes	No
For our affiliates' everyday business purposes - information about your transactions and experiences	Yes	No
For our affiliates' everyday business purposes - information about your creditworthiness	No	We don't share
For our affiliates to market to you	No	We don't share
For nonaffiliates to market to you	No	We don't share
Questions?	Call 1-800-258-2930 or go to https://www2.Chubb.com/us-en/privacy.aspx	

Who is providing this notice?	The Chubb Group. A list of these companies is located at the end of this document.
What we do	
How does Chubb Group protect my personal information?	<p>To protect your personal information from unauthorized access and use, we use security measures that comply with federal law. These measures include computer safeguards and secured files and buildings.</p> <p>We restrict access to personal information to our employees, affiliates' employees, or others who need to know that information to service the account or to conduct our normal business operations.</p>
How does Chubb Group collect my personal information?	<p>We collect your personal information, for example, when you</p> <ul style="list-style-type: none"> • apply for insurance or pay insurance premiums • file an insurance claim or provide account information • give us your contact information <p>We also collect your personal information from others, such as credit bureaus, affiliates, or other companies.</p>
Why can't I limit all sharing?	<p>Federal law gives you the right to limit only:</p> <ul style="list-style-type: none"> • sharing for affiliates' everyday business purposes - information about your creditworthiness • affiliates from using your information to market to you • sharing for nonaffiliates to market to you <p>State laws and individual companies may give you additional rights to limit sharing. See below for more on your rights under state law.</p>
Definitions	
Affiliates	<p>Companies related by common ownership or control. They can be financial and nonfinancial companies.</p> <ul style="list-style-type: none"> • Our affiliates include those with a Chubb name and other companies, such as Westchester Fire Insurance Company and Great Northern Insurance Company.
Nonaffiliates	<p>Companies not related by common ownership or control. They can be financial and nonfinancial companies.</p> <ul style="list-style-type: none"> • Chubb does not share with nonaffiliates so they can market to you.
Joint marketing	<p>A formal agreement between nonaffiliated financial companies that together market financial products or services to you.</p> <ul style="list-style-type: none"> • Our joint marketing partners include categories of companies such as banks.

Other important information

For Insurance Customers in AZ, CA, CT, GA, IL, MA, ME, MN, MT, NV, NC, NJ, OH, OR, and VA only: Under state law, under certain circumstances, you have the right see the personal information about you that we have on file. To see your information, write Chubb Group Attention: Privacy Inquiries, 202 Hall's Mill Road, P.O. Box 1600, Whitehouse Station, NJ 08889-1600. Chubb may charge a reasonable fee to cover the costs of providing this information. If you think any of the information is not accurate, you may write us. We will let you know what actions we take. If you do not agree with our actions, you may send us a statement. If you want a full description of privacy rights that we will protect in accordance with the law in your home state, please contact us and we will provide it. We may disclose information to certain third parties, such as law enforcement officers, without your permission.

For Nevada residents only: We may contact our existing customers by telephone to offer additional insurance products that we believe may be of interest to you. Under state law, you have the right to opt out of these calls by adding your name to our internal do-not-call list. To opt out of these calls, or for more information about your opt out rights, please contact our customer service department. You can reach us by calling 1-800-258-2930, emailing us at privacyinquiries@Chubb.com, or writing to Chubb Group, Attention: Privacy Inquiries, 202 Hall's Mill Road, P.O. Box 1600, Whitehouse Station, NJ 08889-1600. You are being provided this notice under Nevada state law. In addition to contacting Chubb, Nevada residents can contact the Nevada Attorney General for more information about your opt out rights by calling 775-684-1100, emailing bepinfo@ag.state.nv.us, or by writing to: Office of the Attorney General, Nevada Department of Justice, Bureau of Consumer Protection: 100 North Carson Street, Carson City, NV 89701.

For Vermont residents only: Under state law, we will not share information about your creditworthiness within our corporate family except with your authorization or consent, but we may share information about our transactions or experiences with you within our corporate family without your consent.

Chubb Group Companies Providing This Notice

This notice is being provided by the following Chubb Group companies to their customers located in the United States: ACE American Insurance Company, ACE Capital Title Reinsurance Company, ACE Fire Underwriters Insurance Company, ACE Insurance Company of the Midwest, ACE Life Insurance Company, ACE Property and Casualty Insurance Company, Agri General Insurance Company, Atlantic Employers Insurance Company, Bankers Standard Fire and Marine Company, Bankers Standard Insurance Company, Century Indemnity Company, Chubb Custom Insurance Company, Chubb Indemnity Insurance Company, Chubb Insurance Company of New Jersey, Chubb Lloyds Insurance Company of Texas, Chubb National Insurance Company, Executive Risk Indemnity Inc., Executive Risk Specialty Insurance Company, Federal Insurance Company, Great Northern Insurance Company, Illinois Union Insurance Company, Indemnity Insurance Company of North America, Insurance Company of North America, Pacific Employers Insurance Company, Pacific Indemnity Company, Penn Millers Insurance Company, Texas Pacific Indemnity Company, Vigilant Insurance Company, Westchester Fire Insurance Company and Westchester Surplus Lines Insurance Company.

Chubb Group

Notice of HIPAA Privacy Practices for Protected Health Information

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY.

This notice is effective as of January 1, 2018.

The Chubb Group of Companies, as affiliated covered and hybrid entities, (the "Company") is required by law to take reasonable steps to ensure the privacy of your personally identifiable health information, and to inform you about:

- The Company's uses and disclosures of Protected Health Information ("PHI")
- Your privacy rights with respect to your PHI;
- The Company's duties with respect to your PHI;
- Your right to file a complaint with the Company and to the Secretary of the U.S. Department of Health and Human Services ("HHS"); and
- The person or office to contact for further information regarding the Company's privacy practices.

PHI includes all individually identifiable health information transmitted or maintained by the Company, regardless of form (e.g. oral, written, electronic).

A federal law, the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), regulates PHI use and disclosure by the Company. You may find these rules at 45 Code of Federal Regulations Parts 160 and 164. This notice attempts to summarize the regulations. The regulations will supersede any discrepancy between the information in this notice and the regulations.

I. Notice of PHI Uses and Disclosures

A. Required Uses and Disclosures

Upon your request, the Company is required to give you access to certain PHI in order to inspect and copy it.

Use and disclosure of your PHI may be required by the Secretary of Health and Human Services to investigate or determine the Company's compliance with the privacy regulations.

B. Uses and Disclosures to Carry Out Treatment, Payment, and Health Care Operations

The Company and its business associates will use PHI without your consent, authorization or opportunity to agree or object to carry out treatment, payment and health care operations. The Company also may also disclose PHI to a plan sponsor for purposes related to treatment, payment and health care operations and as otherwise permitted under HIPAA to the extent the plan documents restrict the use and disclosure of PHI as required by HIPAA.

Treatment is the provision, coordination or management of health care and related services. It also includes but is not limited to consultations and referrals between one or more of your providers. For example, the Company may disclose to a treating orthodontist the name of your treating dentist so that the orthodontist may ask for your dental X-rays from the treating dentist.

Payment includes, but is not limited to, actions to make coverage determinations and payment (including establishing employee contributions, claims management, obtaining payment under a contract of reinsurance, utilization review and pre-authorizations). For example, the Company may tell a doctor whether you are eligible for coverage or what percentage of the bill will be paid by the Company.

Health care operations include, but are not limited to, underwriting, premium rating and other insurance activities relating to creating or reviewing insurance contracts. It also includes disease management, case management, conducting or arranging for medical review, legal services and auditing functions including fraud and abuse compliance programs, business planning and development, business management and general administrative activities. For example, the Company may use information about your claims to refer you to a disease management program, project future benefit costs or audit the accuracy of its claims processing functions. The Company will not use or disclose PHI that is genetic information for underwriting purposes.

The Company also may contact you to provide appointment reminders or information about treatment alternatives or health-related benefits and services that may be of interest to you.

C. Uses and Disclosures that Require Your Written Authorization

The Company will not use or disclose your PHI for the following purposes without your specific, written authorization:

- Use and disclosure of psychotherapy notes, except for your treatment, Company training programs, or to defend Company against litigation filed by you.
- Use and disclosure for marketing purposes, except for face to face communications with you.
- Use and disclosure that constitute the sale of your PHI. The Company does not sell the PHI of its customers.

Except as otherwise indicated in this notice, uses and disclosures of PHI will be made only with your written authorization subject to your right to revoke such authorization. You may revoke an authorization by submitting a written revocation to the Company at any time. If you revoke your authorization, the Company will no longer use or disclose your PHI under the authorization. However, any use or disclosure made in reliance of your authorization before its revocation will not be affected.

D. Uses and Disclosures Requiring Authorizations or Opportunity to Agree or Disagree Prior to the Use or Release

If you authorize in writing the Company to use or disclose your own PHI, the Company may proceed with such use or disclosure without meeting any other requirements and the use or disclosure shall be consistent with the authorization.

Disclosure of your PHI to family members, other relatives or your close personal friends is allowed if:

- The information is directly relevant to the family or friend's involvement with your care or payment for that care; and
- You have either agreed to the disclosure or have been given an opportunity to object and have not objected.

E. Uses and Disclosures for which Consent, Authorization or Opportunity to Object is Not Required

Use and disclosure of your PHI is allowed without your authorization or request under the following circumstances:

(1) When required by law.

(2) When permitted for purposes of public health activities, including when necessary to report product defects and to permit product recalls and to conduct post-market surveillance. PHI may also be used or disclosed if you have been exposed to a communicable disease or are at risk of spreading a disease or condition, if authorized by law.

(3) When authorized by law to report information about abuse, neglect or domestic violence. In such case, the Company will promptly inform you that such a disclosure has been or will be made unless that notice would cause a risk of serious harm. For the purpose of reporting child abuse or neglect, it is not necessary to inform the minor that such a disclosure has been or will be made. Disclosure may generally be made to the minor's parents or other representatives although there may be circumstances under federal or state law where the parents or other representatives may not be given access to the minor's PHI.

(4) The Company may disclose your PHI to a public health oversight agency for oversight activities authorized by law. This includes uses or disclosures in civil, administrative or criminal investigations; inspections; licensure or disciplinary actions (for example, to investigate complaints against providers); and other activities necessary for appropriate oversight of government benefit programs (for example, to investigate Medicare or Medicaid fraud).

(5) The Company may disclose your PHI when required for judicial or administrative proceedings. For example, your PHI may be disclosed in response to a subpoena or discovery request provided certain conditions are met. One of those conditions is that satisfactory assurances must be given to the Company that the requesting party has made a good faith attempt to provide written notice to you, and the notice provided sufficient information about the proceeding to permit you to raise an objection and no objections were raised or were resolved in favor of disclosure by the court or tribunal.

(6) When required for law enforcement purposes (for example, to report certain types of wounds).

(7) For law enforcement purposes, including for the purpose of identifying or locating a suspect, fugitive, material witness or missing person. Also, when disclosing information about an individual who is or is suspected to a victim of a crime but only if the individual agrees to the disclosure or the covered entity is unable to obtain the individual's agreement because of emergency circumstances. Furthermore, the law enforcement official must represent that the information is not intended to be used against the individual, the immediate law enforcement activity would be materially and adversely affected by waiting to obtain the individual's agreement and disclosure is in the best interest of the individual as determined by the exercise of the Company's best judgment.

(8) When required to be given to a coroner or medical examiner for the purpose of identifying a deceased person, determining a cause of death or other duties as authorized by law. Disclosure is permitted to funeral directors, consistent with applicable law, as necessary to carry out their duties with respect to the decedent. The Company may also disclose your PHI to organ procurement organizations.

(9) The Company may use or disclose PHI for government-approved research, subject to conditions.

(10) When consistent with applicable law and standards of ethical conduct if the Company, in good faith, believes the use of disclosure is necessary to prevent or lessen a serious and imminent threat to the health or safety of a person or the public and the disclosure is to a person reasonably able to prevent or lessen the threat, including the target of the threat.

(11) For certain government functions such as related to military service or national security.

(12) When authorized by and to the extent necessary to comply with workers' compensation or other similar programs established by law.

(13) That is "incident to" an otherwise permitted use or disclosure of PHI by the Company.

II. Rights of Individuals

A. Right to Request Restrictions on Use and Disclosure of PHI

You may request the Company to restrict its use and disclosure of your PHI to carry out treatment, payment or health care operations, or to restrict its use and disclosure to family members, relatives, friends or other persons identified by you who are involved in your care or payment for your care. However, the Company may not be required to agree to your request, unless you have paid out of pocket in full for services, depending on the specific facts.

The Company will accommodate reasonable requests to receive communications of PHI by alternative means or alternative locations, such as a location other than your home. The Company will accommodate this request if you state in writing that you would be in danger from receiving communications through the normal means.

You or your personal representative will be required to complete a form to request restrictions on uses and disclosures of your PHI.

Such requests should be made to: Maura Caliendo, Global Chief Privacy Officer, Chubb Group, 202 Hall's Mill Road, Whitehouse Station, NJ 08889, phone 1-844-58-CHUBB (1-844-582-4822).

B. Right to Inspect and Copy PHI

You have a right to inspect and obtain a copy of your PHI contained in a "designated record set," for as long as the Company maintains the PHI.

"Protected Health Information" (PHI) includes all individually identifiable health information transmitted or maintained by the Company, regardless of form.

"Designated Record Set" includes the medical records and billing records about individuals maintained by or for a covered health care provider; enrollment, payment, billing, claims adjudication and case or medical management record systems maintained by or for a health plan; or other information used in whole or in part by or for the covered entity to make decisions about individuals. Information used for quality control or peer review analyses and not used to make decisions about individuals is not in the designated record set.

The requested information will be provided within 30 days if the information is maintained on site or within 60 days if the information is maintained offsite. A single 30-day extension is allowed if the Company is unable to comply with the deadline.

You or your personal representative will be required to complete a form to request access to the PHI in your designated record set. Requests for access to PHI should be made to: Maura Caliendo, Global Chief Privacy Officer, Chubb Group, 202 Hall's Mill Road, Whitehouse Station, NJ 08889, phone 1-844-58-CHUBB (1-844-582-4822).

If access is denied, you or your personal representative will be provided with a written denial setting forth the basis for the denial, a description of how you may exercise those review rights and a description of how you may complain to the Secretary of Health and Human Services.

C. Right to Amend PHI

You have the right to request the Company to amend your PHI or a record about you in a designated record set for as long as the PHI is maintained in the designated record set.

The Company has 60 days after the request to act on the request. A single 30-day extension is allowed if the Company is unable to comply with the deadline. If the request is denied in whole or part, the Company must provide you with a written denial that explains the basis for the denial. You or your personal representative may then submit a written statement disagreeing with the denial and have that statement included with any future disclosures of your PHI.

Requests for amendment of PHI in a designated record set should be made to: Maura Caliendo, Global Chief Privacy Officer, Chubb Group, 202 Hall's Mill Road, Whitehouse Station, NJ 08889, phone 1-844-58-CHUBB (1-844-582-4822).

You or your personal representative(s) will be required to complete a form to request amendment of the PHI in your designated record set.

D. Right to Receive an Accounting of PHI Uses and Disclosures

Upon your request, the Company will provide you with an accounting of disclosures by the Company of your PHI during the six (6) years prior to the date of your request. However, such accounting need not include PHI disclosures made: (1) to carry out treatment, payment or health care operations; (2) to individuals about their own PHI; (3) prior to the compliance date; or (4) based upon your own written authorization.

If the accounting cannot be provided within 60 days, an additional 30 days is allowed if the individual is given a written statement of the reasons for the delay and the date by which the accounting will be provided.

If you request more than one accounting within a 12-month period, the Company will charge a reasonable, cost-based fee for each subsequent accounting.

E. Right to Obtain a Paper Copy of This Notice Upon Request (Even if you have consented to receive this notice electronically)

To obtain a paper copy of this notice contact: Maura Caliendo, Global Chief Privacy Officer, Chubb Group, 202 Hall's Mill Road, Whitehouse Station, NJ 08889, phone 1-844-58-CHUBB (1-844-582-4822).

F. Note About Personal Representatives

You may exercise your rights through a personal representative. Your personal representative will be required to produce evidence of his/her authority to act on your behalf before that person will be given access to your PHI or allowed to take any action for you. Proof of such authority may take one of the following forms:

- A power of attorney for health care purposes, notarized by a notary public;
- A court order of appointment of the person as the conservator or guardian of the individual; or
- An individual who is the parent of a minor child.

The Company retains discretion to deny access to your PHI to a personal representative to provide protection to those vulnerable people who depend on others to exercise their rights under these rules and who may be subject to abuse or neglect. This also applies to personal representatives of minors.

III. The Company's Duties

The Company is required by law to maintain the privacy of PHI and to provide individuals (participants and beneficiaries) with notice of its legal duties and privacy practices and to notify affected individuals of a breach of unsecured PHI. The Company is required to abide by the terms of this notice.

The Company reserves the right to change its privacy practices and to apply the changes to any PHI received or maintained by the Company prior to that date. If a privacy practice is changed, a revised version of this notice will be provided to all past and present participants and beneficiaries for whom the Company still maintains PHI. This notice and any revised version of this notice will be posted on the Company's internal website or mailed.

Any revised version of this notice will be distributed within 60 days of the effective date of any material change to the uses or disclosures, the individual's rights, the duties of the Company or other privacy practices stated in this notice.

A. "Minimum Necessary" Standard

When using or disclosing PHI, or when requesting PHI from another covered entity, the Company will make reasonable efforts not to use, disclose or request more than the minimum amount of PHI necessary to accomplish the intended purpose of the use, disclosure or request, taking into consideration practical and technological limitations.

However, the minimum necessary standard will not apply in the following situations:

- Disclosures to or requests by a health care provider for treatment;
- Uses or disclosures made to the individual;
- Disclosures made to the Secretary of HHS;
- Uses or disclosures that are required by law; and
- Uses or disclosures that are required for the Company's compliance with legal regulations.

This notice does not apply to information that has been "de-identified." De-identified information is information that does not identify an individual and with respect to which there is no reasonable basis to believe that the information can be used to identify an individual is not individually identifiable health information.

In addition, the Company may use or disclose "summary health information" to a plan sponsor for obtaining premium bids or modifying, amending or terminating the Company, which summarizes the claims history, claims expenses or type of claims experienced by individuals for whom the Company Sponsor has provided health benefits under the Company; and from which identifying information has been deleted in accordance with HIPAA.

IV. Your Right to File a Complaint with the Company or the HHS Secretary

If you believe that your privacy rights have been violated, you may complain to the Company in care of: Maura Caliendo, Global Chief Privacy Officer, Chubb Group, 202 Hall's Mill Road, Whitehouse Station, NJ 08889, phone 1-844-58-CHUBB (1-844-582-4822).

You may file a complaint with the Secretary of the U.S. Department of Health and Human Services, Hubert H. Humphrey Building, 200 Independence Avenue S.W., Washington, D.C. 20201, calling 1-877-696-6775, or visiting www.hhs.gov/ocr/privacy/hipaa/complaints/.

Your complaint must be submitted within 180 days of when you believe the violation occurred. The Company will not retaliate against you for filing a complaint.

V. Contact Information

If you have any questions regarding this notice or the subjects addressed in it, you may contact: Maura Caliendo, Global Chief Privacy Officer, Chubb Group, 202 Hall's Mill Road, Whitehouse Station, NJ 08889, phone 1-844-58-CHUBB (1-844-582-4822).

VI. Chubb Group Legal Entities

This following is a list of the Chubb Group companies located in the United States: ACE American Insurance Company, ACE Fire Underwriters Insurance Company, ACE Insurance Company of the Midwest, ACE Life Insurance Company, ACE Property and Casualty Insurance Company, Agri General Insurance Company, Atlantic Employers Insurance Company, Bankers Standard Insurance Company, Century Indemnity Company, Chubb Custom Insurance Company, Chubb Indemnity Insurance Company, Chubb Insurance Company of New Jersey, Chubb Lloyds Insurance Company of Texas, Chubb National Insurance Company, Executive Risk Indemnity Inc. Executive Risk Specialty Insurance Company, Federal Insurance Company, Great Northern Insurance Company, Illinois Union Insurance Company, Indemnity Insurance Company of North America, Insurance Company of North America, Pacific Employers Insurance Company, Pacific Indemnity Company, Penn Millers Insurance Company, Vigilant Insurance Company, Westchester Fire Insurance Company, Westchester Surplus Lines Insurance Company, Combined Insurance Company of America, and Combined Life Insurance Company of New York. These companies have designated themselves as hybrid entities and only those designated health care components identified by such companies are subject to HIPAA. In addition, these companies are legally separate affiliated companies under common ownership and have designated themselves as a single covered entity for purposes of HIPAA compliance.

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PUBLIC NOTICE

**Public Hearing - Pickerill-Pigott
Forest Preserve Master Plan**

The Kendall County Forest Preserve District will be hosting a public hearing to review the final draft of the Pickerill-Pigott Forest Preserve Master Plan for the development of public access improvements, trails, facilities, and outdoor recreation amenities. Public participation will inform final master plan recommendations, and support the District's grant application to complete initial public access and preserve improvements through the State of Illinois - Illinois Department of Natural Resources Open Space Land Acquisition and Development program.

The public hearing will be held at the Kendall County Historic Courthouse located at 110 W. Madison Street, Yorkville, Illinois 60560 on Thursday, July 19 from 5:00 pm to 7:00 pm. Interested individuals may also participate in a master plan survey by sending an email to kcforest@co.kendall.il.us, or by contacting the District at 630-553-4131.

(Published in the Kendall County Record on July 5, 2018)
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