

**KENDALL COUNTY FOREST PRESERVE DISTRICT  
FINANCE COMMITTEE MEETING  
AGENDA**

**THURSDAY, JANUARY 30, 2020  
6:00 P.M.**

**KENDALL COUNTY BOARD ROOM**

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Public Comments
- V. Motion to Forward Claims to Commission in the Amount of \$11,212.66
- VI. Review of Financial Statements and Cost Center Reports through December 31, 2019
- VII. Pickerill Estate House Lease Agreement – Exhibit A Addendum
- VIII. Millbrook Bridge Removal – Bid Results and Recommendations
- IX. Review of Proposals for the Millbrook Bridge Historic Documentation Study
- X. 2020 Farm License Agreements
- XI. Fox River Bluffs Cropland Conversion – Cover Crop Installation Proposal
- XII. Aux Sable Springs Park – Village of Minooka Phase II RTP Request
- XIII. Review of Quotes for a Kubota V5290 72” Commercial Blade Assembly
- XIV. Executive Session
- XV. Other Items of Business
- XVI. Public Comments
- XVII. Adjournment

Kendall County Board Room - 111 W. Fox Street - 2<sup>nd</sup> Floor - Yorkville, Illinois 60560

If special accommodations or arrangements are needed to attend this District meeting, please contact the Administration Office at 630-553-4025 a minimum of 24-hours prior to the meeting time.



# Claims Listing

1/29/2020 12:06:03 PM

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Invoice Amount
Ellis Barn	21	ADS, INC	147996-1045	Ellis - Alarm Monitoring	19001161 62270	\$168.13
					<b>Sub-Total</b>	<b>\$168.13</b>
	1323	MENARDS	73101	Ellis - Barn	19001161 68580	\$141.53
					<b>Sub-Total</b>	<b>\$141.53</b>
					<b>Ellis Barn Total</b>	<b>\$309.66</b>
Ellis Grounds	1323	MENARDS	72789	Ellis-Grounds	19001162 68580	\$59.65
					<b>Sub-Total</b>	<b>\$59.65</b>
					<b>Ellis Grounds Total</b>	<b>\$59.65</b>
Ellis House	21	ADS, INC	147996-1045	Ellis - Alarm Monitoring	19001160 62270	\$168.14
	2047	COMED	9361548011	Ellis House	19001160 62270	\$522.67
					<b>Sub-Total</b>	<b>\$690.81</b>
	124	BARRETT'S ECOWATER	10381-EL	Ellis - Water	19001160 68580	\$25.00
	1323	MENARDS	72125	Ellis - House-Grounds Supplies	19001160 68580	\$64.34
	1323	MENARDS	73578	Ellis - Supplies	19001160 68580	\$79.14
					<b>Sub-Total</b>	<b>\$168.48</b>
					<b>Ellis House Total</b>	<b>\$859.29</b>



Environ. Educ. Other Pbhc Prg	1323	MENARDS	73587	Educ Dept - Birthday Party Supplies	19001179	63030			\$2.94
						<b>Sub-Total</b>			<b>\$2.94</b>
					<b>Environ. Educ. Other Pbhc Prg</b>	<b>Total</b>			<b>\$2.94</b>
Environmental Educ. Natr'l Beg.	1871	JESSICA VOSBURGH	Nat'l Beg - Reimburs	Nat'l Beg Reimbursement	19001178	63030			\$19.25
	1935	STEPHANIE WIENCKE	Nat'l Beg 123019	Nat'l Beg - Supplies	19001178	63030			\$135.70
						<b>Sub-Total</b>			<b>\$154.95</b>
					<b>Environmental Educ. Natrl Beg.</b>	<b>Total</b>			<b>\$154.95</b>
Forest Preserve Director									
	884	ILLINOIS TOLLWAY	G12700003342	Tollway Fees & I-Pass	190011	62000			\$44.00
	1192	KONICA MINOLTA	24787511	Monthly Lease Jan	190011	62000			\$203.01
	1192	KONICA MINOLTA	9006416202	monthly clicks 12/13- 12/12/2020	190011	62000			\$169.59
						<b>Sub-Total</b>			<b>\$416.60</b>
	67	AMEREN IP	2786444006	Millbrook South	190011	63510			\$195.90
	2047	COMED	9361578000	Baker Woods	190011	63510			\$19.10
						<b>Sub-Total</b>			<b>\$215.00</b>
	7	A&B EXTERIORS, LLC.	5206	Soffit & Fascia Repair - Harris	190111	68500			\$650.00
						<b>Sub-Total</b>			<b>\$650.00</b>



Forest Preserve Director	1827	UPLAND DESIGN LTD	19-737-04	Pickerill Pigott Upland - 11/14 - 12/31/2019	190711	68530		\$3,842.50
						<b>Sub-Total</b>		<b>\$3,842.50</b>
					<b>Forest Preserve Director</b>	<b>Total</b>		<b>\$5,124.10</b>
Grounds and Natural Resources	465	EMILY DOMBROWSKI	Jan 9 2020	Boot Allowance	19001183	62400		\$70.00
	2170	ANTOINETTE MECIEJ	Educ 011320	Boot Allowance	19001183	62400		\$67.93
						<b>Sub-Total</b>		<b>\$137.93</b>
	1452	NICOR	85 66 26 1012	Millbrook South	19001183	63090		\$474.09
	1452	NICOR	87 94 61 1000	Harris	19001183	63090		\$178.36
						<b>Sub-Total</b>		<b>\$652.45</b>
	1849	VERIZON	9846620237	Cell Phones	19001183	63540		\$886.85
						<b>Sub-Total</b>		<b>\$886.85</b>
					<b>Grounds and Natural Resources</b>	<b>Total</b>		<b>\$1,677.23</b>
Hoover	2166	DOUG KREIGER	19-00284	Hoover Sec Dep Refund	19001171	63040		\$100.00
	2168	TIM HICKEY	19-00206	Bunkhouse Sec Dep Rtn	19001171	63040		\$100.00
						<b>Sub-Total</b>		<b>\$200.00</b>
	1452	NICOR	22 82 70 8302	Hoover Shop	19001171	63090		\$51.00
	1452	NICOR	23-33-66-9829 7	Hoover Rookery	19001171	63090		\$135.82



Hoover	1452	NICOR	24 61 42 0362	Hoover Blazing Star	19001171	63090	\$99.48
	1452	NICOR	28 23 52 9973	Hoover Moonseed	19001171	63090	\$98.51
	1452	NICOR	30 83 10 3489	Hoover Kingfisher	19001171	63090	\$121.90
	1452	NICOR	50 98 01 9712	Hoover Meadowhawk	19001171	63090	\$46.68
	1452	NICOR	72 38 93 7412	Hoover House	19001171	63090	\$72.03
	1452	NICOR	88 55 14 0114	Hoover Maint Bldg	19001171	63090	\$120.10
						<b>Sub-Total</b>	<b>\$745.52</b>
	84	ARTLIP AND SONS INC	0197399	Hoover-Furnace Repair	19001171	63120	\$288.50
	590	FOX VALLEY FIRE & SAFETY	IN00329024	Hoover Single Tank System	19001171	63120	\$94.50
	1152	KENDALL PLUMBING & HEATING	20030073	Hoover Blazing Star- Thermostat Repair	19001171	63120	\$388.00
	1152	KENDALL PLUMBING & HEATING	20030078	Hoover Meadowhawk- Toilet Repair	19001171	63120	\$625.00
						<b>Sub-Total</b>	<b>\$1,396.00</b>
	1744	JAY TECKENBROCK	Hoover - Holiday Par	Hoover-Holiday Party	19001171	66500	\$65.70
						<b>Sub-Total</b>	<b>\$65.70</b>
	3	1ST AYD CORP	PSI334755	Hoover-Ice Melt	19001171	68580	\$617.62
						<b>Sub-Total</b>	<b>\$617.62</b>
					<b>Hoover</b>	<b>Total</b>	<b>\$3,024.84</b>
						<b>Grand Total</b>	<b>\$11,212.66</b>



Kendall County Forest Preserve  
Income Statement  
For Period Ended 12/31/19

1 Month Budget Percent = 8.3%

**FOREST PRESERVES & PROGRAMS**

**Beginning Balance**

<b>Revenue</b>				
Revenue - Administration	62.0%	723,132	218	0.0%
Revenue - Ellis House & Equestrian Center	11.0%	128,487	9,364	7.3%
Revenue - Hoover FP	7.0%	81,250	4,593	5.7%
Revenue - Env. Education	16.7%	194,100	9,378	4.8%
Revenue - Natural Area Volunteers	0.0%	-	-	-
Revenue - Grounds & Natural Resources	2.4%	27,500	200	0.7%
Revenue - Pickerill Pigott FP	0.9%	10,956	913	0.9%
<b>Total Revenue</b>	100.0%	<b>1,165,425</b>	<b>24,665</b>	<b>2.1%</b>

**Expenditure**

Expenditure - Administration	29.2%	340,456	33,466	9.8%
Expenditure - Ellis House & Equestrian Center	13.1%	151,988	9,761	6.4%
Expenditure - Hoover FP	19.8%	230,738	14,448	6.3%
Expenditure - Env. Education	14.3%	167,117	12,076	7.2%
Expenditure - Natural Area Volunteers	0.0%	500	-	0.0%
Expenditure - Grounds & Natural Resources	23.0%	268,282	21,405	8.0%
Expenditure - Pickerill Pigott FP	0.5%	5,500	928	16.9%
<b>Total Expenditure</b>	100.0%	<b>1,164,581</b>	<b>92,084</b>	<b>7.9%</b>

**ENDING BAL**

**Surplus/(Deficit)**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
<b>Beginning Balance</b>	<b>\$ 341,881</b>	<b>\$ 341,881</b>	<b>\$ 344,356</b>	<b>\$ 344,356</b>	<b>\$ (2,475)</b>	
<b>Revenue</b>						
Revenue - Administration	723,132	218	757,104	11,707	-11,489	-98%
Revenue - Ellis House & Equestrian Center	128,487	9,364	143,200	5,467	3,897	71%
Revenue - Hoover FP	81,250	4,593	75,025	3,730	863	23%
Revenue - Env. Education	194,100	9,378	162,930	8,014	1,364	17%
Revenue - Natural Area Volunteers	-	-	500	-	-118	-37%
Revenue - Grounds & Natural Resources	27,500	200	11,200	318	913	
Revenue - Pickerill Pigott FP	10,956	913	9,400	-	-	
<b>Total Revenue</b>	<b>1,165,425</b>	<b>24,665</b>	<b>1,159,359</b>	<b>29,236</b>	<b>(4,571)</b>	<b>-16%</b>
<b>Expenditure</b>						
Expenditure - Administration	340,456	33,466	314,970	16,600	16,866	102%
Expenditure - Ellis House & Equestrian Center	151,988	9,761	180,381	11,879	-2,118	-18%
Expenditure - Hoover FP	230,738	14,448	186,896	11,647	2,801	24%
Expenditure - Env. Education	167,117	12,076	150,618	11,671	405	3%
Expenditure - Natural Area Volunteers	500	-	500	-	0	
Expenditure - Grounds & Natural Resources	268,282	21,405	298,040	20,762	643	3%
Expenditure - Pickerill Pigott FP	5,500	928	17,817	425	503	118%
<b>Total Expenditure</b>	<b>1,164,581</b>	<b>92,084</b>	<b>1,149,222</b>	<b>72,984</b>	<b>19,100</b>	<b>26%</b>
<b>ENDING BAL</b>	<b>\$ 342,725</b>	<b>\$ 274,462</b>	<b>\$ 354,493</b>	<b>\$ 300,608</b>	<b>\$ (26,147)</b>	<b>-8.7%</b>
<b>Surplus/(Deficit)</b>	<b>\$ 844</b>	<b>\$ (67,420)</b>	<b>\$ 10,137</b>	<b>\$ (43,748)</b>	<b>\$ (23,672)</b>	



Kendall County Forest Preserve  
Income Statement  
For Period Ended 12/31/19

1 Month Budget Percent = 8.3%

FOREST PRESERVE CATEGORIES

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
<b>Beginning Balance</b>	<b>\$ 344,356</b>	<b>\$ 344,356</b>	<b>\$ 344,356</b>	<b>\$ 309,838</b>	<b>\$ 34,519</b>	
<b>Revenue</b>						
Property Tax	615,000	-	595,374		0	0.0%
Interest Income	1,700	-	700	105	-105	-100%
Other Income	14,500	-	7,500		0	0.0%
Donations	2,000	-	4,500		0	0.0%
Rental Revenue	79,706	5,051	74,625	2,388	2,663	111%
Program Revenue	320,987	18,642	292,530	13,331	5,311	40%
Grants	10,000	-	3,500	318	-318	-100%
Farm License Revenue	100,932	-	151,030	11,602	-11,602	-100%
Security Deposits	17,600	755	26,600	1,493	-738	-49%
Credit Card Revenue	3,000	218	3,000		218	
<b>Total Revenue</b>	<b>1,165,425</b>	<b>24,665</b>	<b>1,159,359</b>	<b>29,237</b>	<b>(4,572)</b>	<b>-16%</b>
<b>Expenditure</b>						
Personnel	685,421	48,907	672,046	50,254	-1,347	-3%
Benefits	261,580	26,497	245,086	12,344	14,153	115%
Contractual	44,850	2,653	55,705	1,944	709	36%
Commodities	127,630	8,302	128,285	7,113	1,189	17%
Other	45,100	5,725	48,100	1,329	4,396	331%
<b>Total Expenditure</b>	<b>1,164,581</b>	<b>92,084</b>	<b>1,149,222</b>	<b>72,984</b>	<b>19,100</b>	<b>26%</b>
<b>ENDING BAL</b>	<b>\$ 345,200</b>	<b>\$ 276,937</b>	<b>\$ 354,493</b>	<b>\$ 266,091</b>	<b>\$ 10,846</b>	<b>4.1%</b>
<b>Surplus/(Deficit)</b>	<b>\$ 844</b>	<b>\$ (67,420)</b>	<b>\$ 10,137</b>	<b>\$ (43,747)</b>	<b>\$ (23,673)</b>	



Kendall County Forest Preserve  
Income Statement  
For Period Ended 12/31/19

1 Month Budget Percent = 8.3%

ADMINISTRATION

**Revenue**  
Property Tax  
Interest Income  
Other Income  
Donations  
Farm License Revenue  
Security Deposit Revenue  
Credit Card Revenue  
Program Revenue  
**Total Revenue**

**Expenditure**  
Personnel  
Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**

**Surplus/(Deficit)**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
85.0%	615,000	-		595,374		
0.2%	1,700	-		700	105	15.0%
0.3%	2,000	-		6,500		
0.1%	500	-		500		
14.0%	100,932	-		151,030	11,602	7.7%
0.4%	3,000	218	7.3%	3,000		
100.0%	<b>723,132</b>	<b>218</b>	<b>0.0%</b>	<b>757,104</b>	<b>11,707</b>	<b>1.5%</b>
53.2%	180,990	13,846	7.7%	159,485	11,377	7.1%
36.6%	124,616	18,545	14.9%	121,345	3,583	3.0%
5.8%	19,600	202	1.0%	18,100	933	5.2%
4.5%	15,250	873	5.7%	16,040	707	4.4%
100.0%	<b>340,456</b>	<b>33,466</b>	<b>9.8%</b>	<b>314,970</b>	<b>16,600</b>	<b>5.3%</b>
	<b>\$ 382,676</b>	<b>\$ (33,248)</b>		<b>\$ 442,134</b>	<b>\$ (4,893)</b>	
				<b>16,866</b>	<b>102%</b>	



1 Month Budget Percent = 8.3%

**ELLIS HOUSE & EQUESTRIAN CENTER**

<b>Revenue</b>					
Donations	0.2%	200	-	500	
Security Deposit	0.5%	600	100	10,600	1.4%
Credit Card Revenue		-	-	-	
Program Revenue	99.4%	127,687	9,264	132,100	4.0%
<b>Total Revenue</b>	100.0%	<b>128,487</b>	<b>9,364</b>	<b>143,200</b>	<b>3.8%</b>
<b>Expenditure</b>					
Personnel	61.1%	92,805	5,636	101,436	9.1%
Employee Benefits	7.7%	11,753	660	11,070	10.7%
Contractual	4.6%	7,000	976	20,355	
Commodities	19.0%	28,830	1,422	29,920	3.4%
Other	7.6%	11,600	1,067	17,600	2.6%
<b>Total Expenditure</b>	100.0%	<b>151,988</b>	<b>9,761</b>	<b>180,381</b>	<b>6.6%</b>
<b>Surplus/(Deficit)</b>		<b>\$ (23,501)</b>	<b>\$ (398)</b>	<b>\$ (37,181)</b>	<b>\$ (6,412)</b>



Kendall County Forest Preserve  
Income Statement  
For Period Ended 12/31/19

1 Month Budget Percent = 8.3%

**HOOVER FOREST PRESERVE**

**Revenue**

Donations  
Rental Revenue  
Security Deposit Rev  
Program Revenue  
**Total Revenue**

**Expenditure**

Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**

**Surplus/(Deficit)**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
79.1%	-	-		-	-	
20.9%	64,250	3,938	6.1%	60,025	2,388	4.0%
	17,000	655	3.9%	15,000	1,343	9.0%
	-	-		-	-	
100.0%	<b>81,250</b>	<b>4,593</b>	<b>5.7%</b>	<b>75,025</b>	<b>3,731</b>	<b>5.0%</b>
53.3%	122,869	8,599	7.0%	99,950	7,058	7.1%
20.8%	48,069	1,816	3.8%	28,846	1,875	6.5%
	-	-		-	-	
20.3%	46,800	3,412	7.3%	45,100	2,219	4.9%
5.6%	13,000	623	4.8%	13,000	495	3.8%
100.0%	<b>230,738</b>	<b>14,448</b>	<b>6.3%</b>	<b>186,896</b>	<b>11,647</b>	<b>6.2%</b>
	<b>\$ (149,488)</b>	<b>\$ (9,856)</b>		<b>\$ (111,871)</b>	<b>\$ (7,916)</b>	



<b>Revenue</b>	
Donations	
Security Deposit	
Credit Card Revenue	
Program Revenue	
<b>Total Revenue</b>	
<b>Expenditure</b>	
Personnel	
Employee Benefits	
Contractual	
Commodities	
Other	
<b>Total Expenditure</b>	
<b>Surplus/(Deficit)</b>	

1 Month Budget Percent = 8.3%

9



1 Month Budget Percent = 8.3%

	Total Expenditure	Surplus/(Deficit)
1990	100	0
1991	100	0
1992	100	0
1993	100	0
1994	100	0
1995	100	0
1996	100	0
1997	100	0
1998	100	0
1999	100	0
2000	100	0
2001	100	0
2002	100	0
2003	100	0
2004	100	0
2005	100	0
2006	100	0
2007	100	0
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2020	100	0
2021	100	0
2022	100	0
2023	100	0
2024	100	0
2025	100	0
2026	100	0
2027	100	0
2028	100	0
2029	100	0
2030	100	0
2031	100	0
2032	100	0
2033	100	0
2034	100	0
2035	100	0
2036	100	0
2037	100	0
2038	100	0
2039	100	0
2040	100	0
2041	100	0
2042	100	0
2043	100	0
2044	100	0
2045	100	0
2046	100	0
2047	100	0
2048	100	0
2049	100	0
2050	100	0
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2062	100	0
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2064	100	0
2065	100	0
2066	100	0
2067	100	0
2068	100	0
2069	100	0
2070	100	0
2071	100	0
2072	100	0
2073	100	0
2074	100	0
2075	100	0
2076	100	0
2077	100	0
2078	100	0
2079	100	0
2080	100	0
2081	100	0
2082	100	0
2083	100	0
2084	100	0
2085	100	0
2086	100	0
2087	100	0
2088	100	0
2089	100	0
2090	100	0
2091	100	0
2092	100	0
2093	100	0
2094	100	0
2095	100	0
2096	100	0
2097	100	0
2098	100	0
2099	100	0
2100	100	0

1



Kendall County Forest Preserve  
Income Statement  
For Period Ended 12/31/19

1 Month Budget Percent = 8.3%

**GROUNDS & NATURAL RESOURCES**

**Revenue**

Other Income  
Donations  
Grants  
Credit Card Revenue  
Rental Revenue  
**Total Revenue**

**Expenditure**

Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**

**Surplus/(Deficit)**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
45.5%	12500	-		1000		
1.8%	500	-		500		
36.4%	10,000	-		3,500	318	
16.4%	4,500	200	4.4%	6,200	200	
100.0%	<b>27,500</b>	<b>200</b>	<b>0.7%</b>	<b>10,200</b>	<b>(118)</b>	<b>-37%</b>
55.1%	147,821	10,235	6.9%	173,848	12,781	7.4%
21.8%	58,411	4,035	6.9%	66,417	4,465	6.7%
6.8%	18,250	1,475	8.1%	17,250	1,011	5.9%
8.7%	23,300	1,624	7.0%	23,025	2,125	9.2%
7.6%	20,500	4,036	19.7%	17,500	379	2.2%
100.0%	<b>268,282</b>	<b>21,405</b>	<b>8.0%</b>	<b>298,040</b>	<b>20,761</b>	<b>7.0%</b>
	<b>\$ (240,782)</b>	<b>\$ (21,205)</b>		<b>\$ (287,840)</b>	<b>\$ (20,443)</b>	



Kendall County Forest Preserve  
Income Statement  
For Period Ended 12/31/19

1 Month Budget Percent = 8.3%

PICKERILL PIGOTT FP

**Revenue**

Donations  
Other Income  
Rental Revenue  
Security Deposit  
**Total Revenue**

**Expenditure**

Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**

**Surplus/(Deficit)**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
100.0%	-	-		-		
100.0%	-	-		8,400		
	10,956	913		1,000	913	
100.0%	-	-				
	<b>10,956</b>	<b>913</b>		<b>9,400</b>	<b>913</b>	
100.0%	-	-		10,400		
100.0%	-	-		1,617		
	5,500	928	16.9%	5,800	425	118%
100.0%	-	-		-	503	118%
	<b>5,500</b>	<b>928</b>	<b>16.9%</b>	<b>17,817</b>	<b>425</b>	
	<b>\$ 5,456</b>	<b>\$ (15)</b>		<b>\$ (8,417)</b>	<b>\$ (425)</b>	



Kendall County Forest Preserve  
Income Statement  
For Period Ended 12/31/19

1 Month Budget Percent = 8.3%

ELLIS HOUSE - 100

**Revenue**  
Donations  
Security Deposit  
Credit Card Revenue  
Program Revenue  
**Total Revenue**

**Expenditure**

Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**

**Surplus/(Deficit)**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
	-	-		-	-	
	8,822	344	3.9%	8,851	659	7.4%
	1,356	50	3.7%	1,240	103	8.3%
	-	-		-	-	
	7,500	816	10.9%	7,420	354	4.8%
	4,000	520	13.0%	5,500	146	2.7%
	<b>21,678</b>	<b>1,730</b>	<b>8.0%</b>	<b>23,011</b>	<b>1,262</b>	<b>5.5%</b>
	<b>\$ (21,678)</b>	<b>\$ (1,730)</b>		<b>\$ (23,011)</b>	<b>\$ (1,262)</b>	
					<b>468</b>	<b>37%</b>

40.7%

6.3%

34.6%

18.5%

100.0%

ELLIS BARN - 101

**Revenue**  
Donations  
Security Deposit  
Credit Card Revenue  
Program Revenue  
**Total Revenue**

**Expenditure**

Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**

**Surplus/(Deficit)**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
	-	-		-	-	
	8,822	451	5.1%	8,851	772	8.7%
	1,356	64	4.7%	1,240	88	7.1%
	-	-		-	-	
	6,000	-		6,420	-	
	2,000	128	6.4%	2,000	128	
	<b>18,178</b>	<b>643</b>	<b>3.5%</b>	<b>18,511</b>	<b>860</b>	<b>4.6%</b>
	<b>\$ (18,178)</b>	<b>\$ (643)</b>		<b>\$ (18,511)</b>	<b>\$ (860)</b>	
					<b>(217)</b>	<b>-25%</b>

48.5%

7.5%

33.0%

11.0%

100.0%



Kendall County Forest Preserve  
Income Statement  
For Period Ended 12/31/19

1 Month Budget Percent = 8.3%

ELLIS GROUNDS - 101

**Revenue**  
Donations  
Security Deposit  
Credit Card Revenue  
Program Revenue  
**Total Revenue**

**Expenditure**

Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**

**Surplus/(Deficit)**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
	-	-		-	-	
	17,782	903	5.1%	17,701	650	3.7%
	2,717	140	5.2%	2,480	89	3.6%
	-	-		-	-	
	-	-		-	-	
	4,000	419	10.5%	5,500	198	3.6%
	<b>24,499</b>	<b>1,462</b>	<b>6.0%</b>	<b>25,681</b>	<b>937</b>	<b>3.6%</b>
	<b>\$ (24,499)</b>	<b>\$ (1,462)</b>		<b>\$ (25,681)</b>	<b>\$ (937)</b>	
				<b>525</b>	<b>221</b>	<b>112%</b>
					<b>56%</b>	

ELLIS CAMPS - 110

**Revenue**  
Donations  
Security Deposit  
Credit Card Revenue  
Program Revenue  
**Total Revenue**

**Expenditure**

Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**

**Surplus/(Deficit)**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
	-	-		-	-	
	-	-		-	-	
	-	-		-	-	
	9,000	-		10,000	-	
	<b>9,000</b>	<b>-</b>		<b>10,000</b>	<b>-</b>	
	4,604	16	0.3%	4,604	7	0.2%
	400	2	0.6%	400	1	0.3%
	1,500	268		900	268	
	1,865	-		2,465	-	
	-	-		-	-	
	<b>8,369</b>	<b>287</b>	<b>3.4%</b>	<b>8,369</b>	<b>8</b>	<b>0.1%</b>
	<b>\$ 631</b>	<b>\$ (287)</b>		<b>\$ 1,631</b>	<b>\$ (8)</b>	
				<b>279</b>	<b>3482%</b>	



Kendall County Forest Preserve  
Income Statement  
For Period Ended 12/31/19

8.3%

ELLIS BIRTHDAY PARTIES - 112			
	Current Year FY20		
	Budget	YTD	%
<b>Revenue</b>			
Donations	-	-	
Security Deposit	-	-	
Credit Card Revenue	-	-	
Program Revenue	8,500	746	8.8%
<b>Total Revenue</b>	<b>8,500</b>	<b>746</b>	<b>8.8%</b>
			100.0%
			100.0%
<b>Expenditure</b>			
Personnel	5,000	392	7.8%
Employee Benefits	700	54	7.7%
Contractual	1,500	268	17.9%
Commodities	1,800	-	
Other	-	-	
<b>Total Expenditure</b>	<b>9,000</b>	<b>714</b>	<b>7.9%</b>
			100.0%
<b>Surplus/(Deficit)</b>	<b>\$ (500)</b>	<b>\$ 32</b>	

	Prior Year FY19		
	Budget	YTD	%
	8,000	640	8.0%
	<b>8,000</b>	<b>640</b>	<b>8.0%</b>
	5,000	471	9.4%
	500	64	12.8%
	900		
	2,050	200	9.8%
	-		
	<b>8,450</b>	<b>735</b>	<b>8.7%</b>
	<b>\$ (450)</b>	<b>\$ (95)</b>	

	YTD Variance	
	\$ Change	% Change
	106	17%
	<b>106</b>	<b>17%</b>
	-80	-17%
	-10	-15%
	268	
	-200	-100%
	<b>(21)</b>	<b>-3%</b>

ELLIS BIRTHDAY PARTIES - 112			
	Current Year FY20		
	Budget	YTD	%
<b>Revenue</b>			
Donations	-	-	
Security Deposit	-	-	
Credit Card Revenue	-	-	
Program Revenue	8,500	746	8.8%
<b>Total Revenue</b>	<b>8,500</b>	<b>746</b>	<b>8.8%</b>
			100.0%
			100.0%
<b>Expenditure</b>			
Personnel	5,000	392	7.8%
Employee Benefits	700	54	7.7%
Contractual	1,500	268	17.9%
Commodities	1,800	-	
Other	-	-	
<b>Total Expenditure</b>	<b>9,000</b>	<b>714</b>	<b>7.9%</b>
			100.0%
<b>Surplus/(Deficit)</b>	<b>\$ (500)</b>	<b>\$ 32</b>	

	Prior Year FY19		
	Budget	YTD	%
	8,000	640	8.0%
	<b>8,000</b>	<b>640</b>	<b>8.0%</b>
	5,000	471	9.4%
	500	64	12.8%
	900		
	2,050	200	9.8%
	-		
	<b>8,450</b>	<b>735</b>	<b>8.7%</b>
	<b>\$ (450)</b>	<b>\$ (95)</b>	

	YTD Variance	
	\$ Change	% Change
	106	17%
	<b>106</b>	<b>17%</b>
	-80	-17%
	-10	-15%
	268	
	-200	-100%
	<b>(21)</b>	<b>-3%</b>



1 Month Budget Percent = 8.3%

		Current Year FY20	
		Budget	YTD %
		-	-
		-	-
		-	-
		5,500	-
100.0%		<b>5,500</b>	-
78.9%		3,000	157
<u>7.9%</u>		300	21
		-	-
13.2%		500	43
		-	-
100.0%		<b>3,800</b>	<b>221</b>
			<b>5.8%</b>
		<b>\$ 1,700</b>	<b>\$ (221)</b>

	YTD Variance	
	\$ Change	% Change
	-	
	-	
	-	
	-	
	53	51%
	10	92%
	-	
	43	
	-	
	<b>106</b>	<b>92%</b>

	Current Year FY20		
	Budget	YTD	%
	-	-	
	-	-	
	-	-	
	24,600	1,950	7.9%
	<b>24,600</b>	<b>1,950</b>	<b>7.9%</b>
100.0%			
83.8%	15,000	1,314	8.8%
9.5%	1,700	126	7.4%
	-	-	
	1,200	-	
<u>6.7%</u>	-	-	
100.0%	<b>17,900</b>	<b>1,441</b>	<b>8.0%</b>
	<b>\$ 6,700</b>	<b>\$ 509</b>	

	YTD Variance	
	\$ Change	% Change
	-	
	-	
	-	
	1,600	457%
	<b>1,600</b>	<b>457%</b>
	76	6%
	(2)	-1%
	-	
	-	
	-	
	<b>75</b>	<b>5%</b>



Kendall County Forest Preserve  
Income Statement  
For Period Ended 12/31/19

1 Month Budget Percent = 8.3%

**ELLIS WEDDINGS - 120**

**Revenue**  
Donations  
Security Deposit  
Credit Card Revenue  
Program Revenue  
**Total Revenue**  
  
**Expenditure**  
Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**  
**Surplus/(Deficit)**

	Current Year FY20		
	Budget	YTD	%
	-	-	
	-	-	#DIV/0!
	-	-	
	2,000	-	
	<b>2,000</b>		
100.0%			
100.0%			
	500	61	12.1%
16.4%			
	-	9	#DIV/0!
49.2%			
	1,500	71	4.7%
1.6%			
	50	-	
32.8%			
	1,000	-	
100.0%			
	<b>3,050</b>	<b>141</b>	<b>4.6%</b>
	<b>-\$1,050</b>	<b>\$ (141)</b>	

	Prior Year FY19		
	Budget	YTD	%
	10,000		
	-		
	40,000	800	2.0%
	<b>50,000</b>	<b>800</b>	<b>1.6%</b>
	13,015	2,638	20.3%
	996	430	43.2%
	16,755		
	2,050		
	4,000	110	
	<b>36,816</b>	<b>3,178</b>	<b>8.6%</b>
	<b>\$13,184</b>	<b>\$ (2,378)</b>	

	YTD Variance	
	\$ Change	% Change
	-800	-100%
	<b>(800)</b>	<b>-100%</b>
	-2,577	-98%
	-421	-98%
	71	
	-110	-100%
	<b>(3,037)</b>	<b>-96%</b>

**ELLIS OTHER RENTALS - 121**

**Revenue**  
Donations  
Security Deposit  
Credit Card Revenue  
Program Revenue  
**Total Revenue**  
  
**Expenditure**  
Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**  
**Surplus/(Deficit)**

	Current Year FY20		
	Budget	YTD	%
	-	-	
	600	100	16.7%
	-	-	
	4,500	240	5.3%
	<b>5,100</b>	<b>340</b>	<b>6.7%</b>
11.8%			
88.2%			
100.0%			
	2,275	-	
74.6%			
	174	-	
5.7%			
	-	-	
	400	-	
13.1%			
	600	-	
17.4%			
	<b>3,449</b>	<b>-</b>	
110.8%			
	<b>\$1,651</b>	<b>\$340</b>	

	Prior Year FY19		
	Budget	YTD	%
	600	150	25.0%
	4,500	150	3.3%
	<b>5,100</b>	<b>300</b>	<b>5.9%</b>
	600		
	<b>600</b>	<b>-</b>	
	<b>\$4,500</b>	<b>\$300</b>	

	YTD Variance	
	\$ Change	% Change
	-50	-33%
	90	60%
	<b>40</b>	<b>13%</b>



Kendall County Forest Preserve  
Income Statement  
For Period Ended 12/31/19

1 Month Budget Percent = 8.3%

ELLIS 5K - 130

**Revenue**  
Donations  
Security Deposit  
Credit Card Revenue  
Program Revenue  
**Total Revenue**  
  
**Expenditure**  
Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**  
  
**Surplus/(Deficit)**

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
	-	-			-	
	-	-			-	
	-	-			-	
	1,570	-	1,570	-	-	
100.0%	<b>1,570</b>		<b>1,570</b>			
100.0%						
	-	-			-	
	-	-			-	
	550	-	550	-	-	
100.0%	-				-	
100.0%	<b>550</b>		<b>550</b>			
	-	-				
100.0%	<b>\$ 1,020</b>		<b>\$ 1,020</b>			



1 Month Budget Percent = 8.3%

Surplus/(Deficit)

	Current Year FY20		Prior Year FY19		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
100.0%	-	-	4.8%	5,250	250	4.8%
	5,250	250		-		
	-	-		-		
100.0%	<b>5,250</b>	<b>250</b>	<b>4.8%</b>	<b>5,250</b>	<b>250</b>	<b>4.8%</b>
42.3%	61,435	4,299	7.0%	50,001	3,529	7.1%
16.5%	24,034	1,017	4.2%	14,423	937	6.5%
	-	-		-		
32.2%	46,800	3,412	7.3%	45,100	2,219	4.9%
8.9%	13,000	623	4.8%	13,000	492	3.8%
100.0%	<b>145,269</b>	<b>9,351</b>	<b>6.4%</b>	<b>122,524</b>	<b>7,177</b>	<b>5.9%</b>
	<b>\$ (140,019)</b>	<b>\$ (9,101)</b>		<b>\$ (117,274)</b>	<b>\$ (6,927)</b>	

**Surplus/(Deficit)**

Current Year FY20			Prior Year FY19			YTD Variance		
	Budget	YTD	%	Budget	YTD	%	\$ Change	% Change
	-	-						
85.4%	35,000	2,910	8.3%	33,525	1,820	5.4%	1,090	60%
14.6%	6,000	400	6.7%	6,000	400	6.7%		
	-	-		-				
100.0%	41,000	3,310	8.1%	39,525	2,220	5.6%	1,090	49%
71.9%	30,718	2,150	7.0%	25,001	1,765	7.1%	385	22%
28.1%	12,017	509	4.2%	7,211	469	6.5%	40	8%
	-	-						
	-	-						
100.0%	42,735	2,658	6.2%	32,212	2,234	6.9%	424	19%
	\$ (1,735)	\$ 652		\$ 7,313	\$ (14)			



1 Month Budget Percent = 8.3%

## HOOVER CAMPSITE - 202

<b>Revenue</b>						
Donations	-	-				
Rental Revenue	6,000	-				
Security Deposit Revenue	-	-				
Credit Card Revenue	-	-				
<b>Total Revenue</b>	<b>6,000</b>	-				
<b>Expenditure</b>						
Personnel	15,358	1,075	7.0%			
Employee Benefits	6,009	147	2.5%			
Contractual	-	-				
Commodities	-	-				
Other	-	-				
<b>Total Expenditure</b>	<b>21,367</b>	<b>1,222</b>	<b>5.7%</b>			
<b>Surplus/(Deficit)</b>	<b>\$ (15,367)</b>	<b>\$ (1,222)</b>				

## HOOVER MEADOWHAWK LODGE - 203

HOOVER MEADOWHAWK LODGE - 203

	Current Year FY20			Prior Year FY19			YTD Variance	
	Budget	YTD	%	Budget	YTD	%	\$ Change	% Change
Revenue								
Donations	-	-						
Rental Revenue	18,000	778	4.3%	16,500	293	1.8%	485	165%
Security Deposit Revenue	11,000	255	2.3%	9,000	943	10.5%	-688	-73%
Credit Card Revenue	-	-						
Total Revenue	29,000	1,033	3.6%	25,500	1,236	4.8%	(204)	-16%
Expenditure								
Personnel	15,358	1,075	7.0%	12,501	882	7.1%	193	22%
Employee Benefits	6,009	142	2.4%	3,606	234	6.5%	-92	-39%
Contractual	-	-						
Commodities	-	-						
Other	-	-						
Total Expenditure	21,367	1,217	5.7%	16,107	1,116	6.9%	101	9%
Surplus/(Deficit)	\$ 7,633	\$ (184)		\$ 9,393	\$ 120			



1 Month Budget Percent = 8.3%

## Surplus/(Deficit)

100.0%107107

## Surplus/(Deficit)

100.0%

9.

9.



Kendall County Forest Preserve  
Income Statement  
For Period Ended 12/31/19

1 Month Budget Percent = 8.3%

ENV. EDUCATION CAMPS - 302

**Revenue**  
Donations  
Security Deposit  
Credit Card Revenue  
Program Revenue  
**Total Revenue**

**Expenditure**

Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**

**Surplus/(Deficit)**

	Current Year FY20		
	Budget	YTD	%
	32,000	75	0.2%
	<b>32,000</b>	<b>75</b>	<b>0.2%</b>
	25,870	1,020	3.9%
	3,237	159	4.9%
	-	-	
	1,500	-	
	-	-	
	<b>30,607</b>	<b>1,179</b>	<b>3.9%</b>
	<b>\$ 1,393</b>	<b>\$ (1,104)</b>	

	Prior Year FY19		
	Budget	YTD	%
	30,000	990	3.3%
	<b>30,000</b>	<b>990</b>	<b>3.3%</b>
	27,200	878	3.2%
	3,800	132	3.5%
	-	-	
	1,750	-	
	<b>32,750</b>	<b>1,010</b>	<b>3.1%</b>
	<b>\$ (2,750)</b>	<b>\$ (20)</b>	

	YTD Variance	
	\$ Change	% Change
	-915	-92%
	<b>(915)</b>	<b>-92%</b>
	142	16%
	27	20%
	<b>169</b>	<b>17%</b>

ENV. EDUCATION NATURAL BEGINNINGS - 303

**Revenue**  
Donations  
Security Deposit  
Credit Card Revenue  
Program Revenue  
**Total Revenue**

**Expenditure**

Personnel  
Employee Benefits  
Contractual  
Commodities  
Other  
**Total Expenditure**

**Surplus/(Deficit)**

	Current Year FY20		
	Budget	YTD	%
	300	-	
	115,800	4,950	4.3%
	<b>116,100</b>	<b>4,950</b>	<b>4.3%</b>
	74,031	6,828	9.2%
	9,870	804	8.1%
	-	-	
	4,000	-	
	-	-	
	<b>87,901</b>	<b>7,631</b>	<b>8.7%</b>
	<b>\$ 28,199</b>	<b>\$ (2,681)</b>	

	Prior Year FY19		
	Budget	YTD	%
	2,000	-	
	86,430	4,050	4.7%
	<b>88,430</b>	<b>4,050</b>	<b>4.6%</b>
	53,475	5,682	10.6%
	6,452	744	11.5%
	-	-	
	4,000	543	13.6%
	<b>63,927</b>	<b>6,969</b>	<b>10.9%</b>
	<b>\$ 24,503</b>	<b>\$ (2,919)</b>	

	YTD Variance	
	\$ Change	% Change
	900	22%
	<b>900</b>	<b>22%</b>
	1,146	20%
	60	8%
	-543	-100%
	<b>662</b>	<b>10%</b>











To: Kendall County Forest Preserve District Finance Committee

From: David Guritz, Executive Director

RE: Pickerill Estate House Lease Agreement – “Exhibit A” Amendment

Date: January 30, 2020

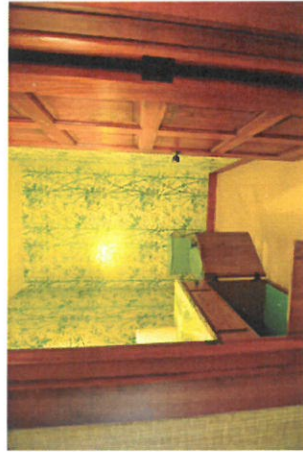
In order for the District to lease a portion of the Pickerill estate house to Kendall County for storage space, the current lease agreement exhibit needs to be amended. The Executive Director lease agreement approved in August did not define the basement area to be used for storage.

Recommendation:

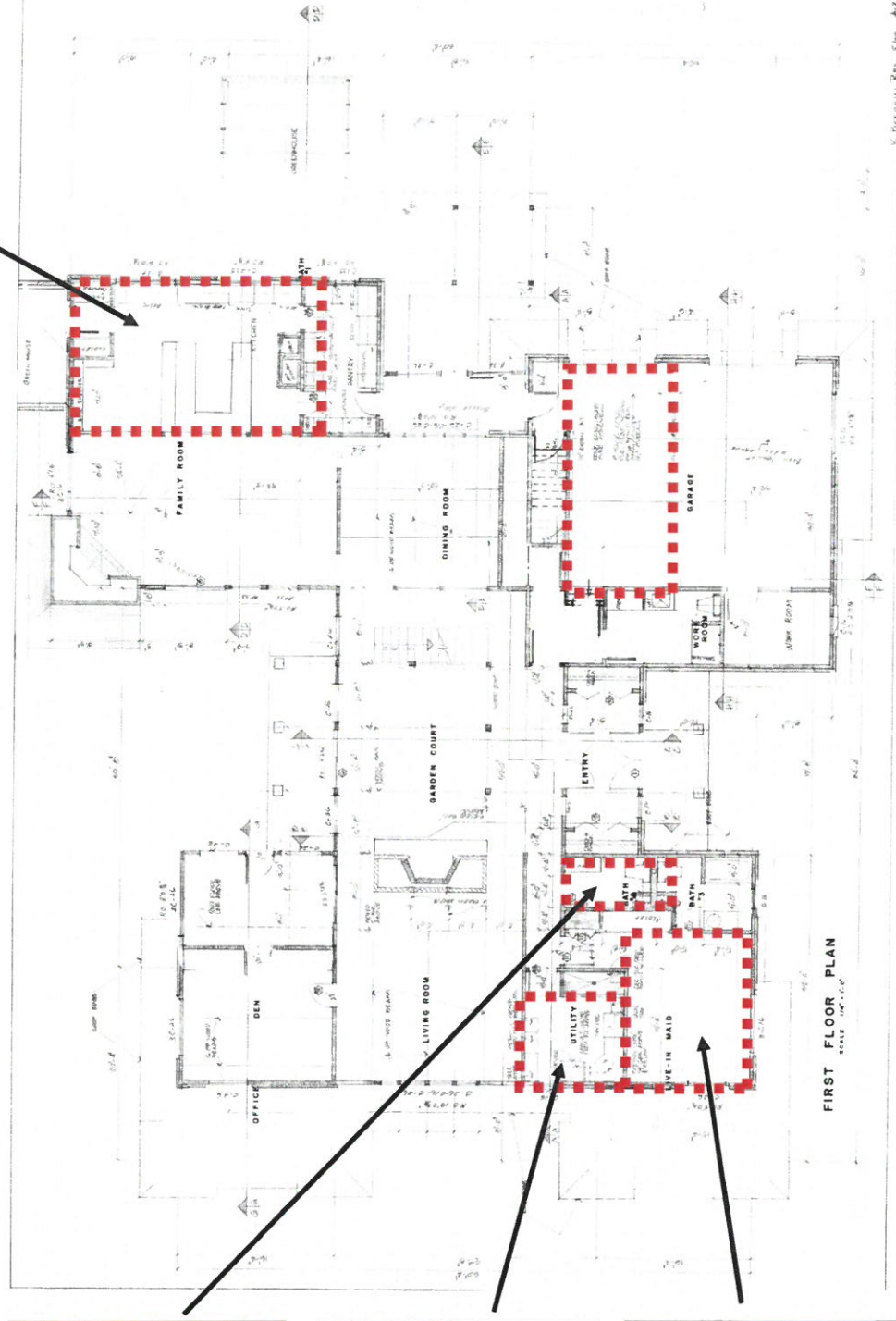
Consider a motion to forward the amended “Exhibit A” of the Pickerill Estate House Executive Director Lease Agreement to Commission for approval.



Pickerill –Pigott Forest Preserve  
 Resident Lease Agreement  
 Exhibit A—Leased Areas of the Pickerill Estate House  
 Kendall County Forest Preserve District  
 Pickerill-Pigott Forest Preserve Resident-Executive  
 Director House Lease Agreement  
 Approval Date: 08/13/2019  
 Exhibit A Amendment - Page 1 of 2

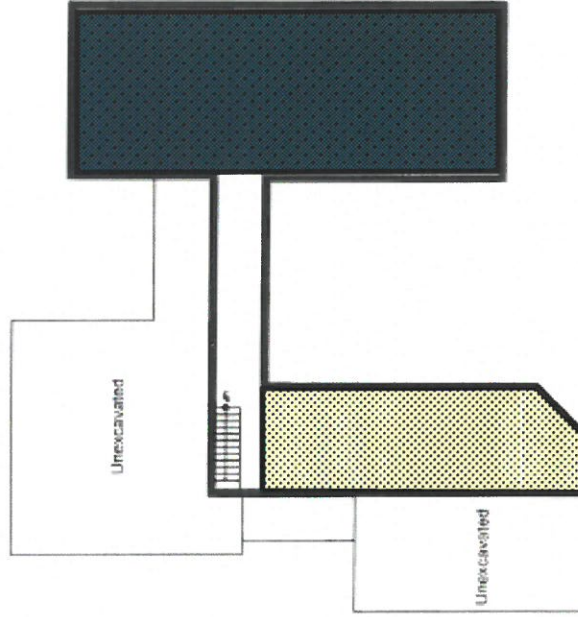


Leased Areas are Limited To:  
 Live-In Maid's Room (Bedroom)  
 Adjoining Utility Room and Washroom  
 Kitchen Area  
 Garage Stall and Basement Storage





**Kendall County Forest Preserve District  
Pickerill-Pigott Forest Preserve Resident-Executive Director House Lease Agreement  
Approval Date: 08/13/2019  
Exhibit A Amendment - Page 2 of 2**



<b>Space Use:</b>	<b>Building Sq. Footages:</b>
Storage	Basement: 2,192 sq. ft.
	1st Floor: 4,975 sq. ft.
	2nd Floor: 3,411 sq. ft.
	Total: 10,578 sq. ft.

<b>Building Features:</b>	<b>Total Occupant Load:</b>
Fire Alarm System	1st Floor: 48
	1st Patio: 96
	2nd Floor: 13



1. View located under proposed new bathrooms with easy plumbing access.



- Reserved for District Use / Tenant Storage
- Kendall County Leased Storage Area



To: Kendall County Forest Preserve District Finance Committee  
From: David Guritz, Executive Director  
RE: Millbrook Bridge Removal Project #20-01-001  
"D" Construction, Inc. Contract and Related Correspondence  
Date: January 30, 2020

"D" Construction, Inc. submitted the lowest qualified bid for the Millbrook Bridge Removal Project. The bid amount is \$476,784.03, which includes \$65,000.00 for removal of the existing substructure (piers) below the water line to the existing riverbed grade. Completion of the pier removal would require cofferdam construction in accordance with the permit. Related correspondence is attached to this report.

"D." Construction, Inc. intends to forego construction of the causeway and cofferdams, proposing use of barges for processing cut sections of the superstructure, which if approved by the IDNR-USACOE, would likely result in less in-stream disturbance.

"D." Construction, Inc. will need to submit an in-stream work plan to HLR and the permitting agencies for review.

District staff recommends the following:

1. Approve a motion to forward the "D." Construction, Inc. contract to Commission for approval.
2. Receive direction for engaging "D." Construction for a possible change order if the piers are to be left in place.

Per HLR, the District is liable for the piers remaining in place. District staff recommends leaving the piers in place with partial deconstruction to address long-term safety issues associated with pier undercutting of the concrete caps. HLR recommends removal, or if they are to remain in place, recommends against removing portions of the piers that may destabilize the pier structures.

This should be further discussed, with direction received from Commission based on further inspections, if the piers are to remain in place, once the project is under contract.



**District Question #1 to D Construction: What is your anticipated timeframe for removal?**

D Construction Response: This will largely depend on if we need to re-submit plans for permitting as we will not be installing the large cofferdams or causeways.

District/HLR Response: You will need to submit an instream work plan to HLR Engineering. This will also need to be submitted to the permitting agencies to gain approval of the revised scope of work, which we expect would not be an issue because your approach should result in less impact than originally proposed. Ultimately, the permitting agencies will determine what, if any, additional plans or calculations are needed to approve the modified work plan.

**District Question #2 to D Construction: For the pier removal (item #8) we're thinking the piers will remain largely in place. My guess is Commission would like to take off the concrete caps and 4-5 courses of the limestone blocks, which I believe would prevent the need to construct coffer dams around the pier foundations. Any thoughts on this?**

D Construction Response: I believe that bid spec indicates that the piers need to be removed below the waterline so we assumed that entire pier would be removed as such. In a discussion with your engineer prior to the bid, he reinforced that they would have to be coffered so to not disturb some sort of endangered fish? If that is not the case, we would prefer not to build the cofferdams, as I am sure you would prefer it as well.

District/HLR Response: This scope will be discussed at Finance Committee meeting this evening. My recommendation will be to leave the piers in place, addressing long-term safety issues aside, which would result in a revised work plan and contract deduction where the construction of the cofferdams around the piers would not be required. Again, this would need to be included in the revised scope of work submitted to HLR and the permitting agencies for response and approval. Following approval of a contract, we will request a change order for the contract deduction to determine whether the savings warrants the change in the scope of work. Presuming the change order is approved, subject to approval by HLR and the permitting agencies, the amended scope of work can be included in the revised work plan for permitting agency consideration.

HLR Recommendation: I discussed removing the concrete pier caps with Steve. We are concerned that trying to partially remove the piers might destabilize the remaining part. The concrete cap is likely to be tied into the masonry portion with steel dowel rods and the concrete may also extend to the interior of the pier. It should not be necessary to remove the concrete cap in order to demolish the steel trusses. Our recommendation is to leave the concrete cap in place or remove the pier completely below the channel bottom.



District Response to HLR Recommendation: The undercutting of the caps due to missing upstream-facing mortared limestone blocks is a problem and long-term safety issue. I'm sure the contractor will be able to figure it out, so I disagree with the recommendation.

If the District is on the hook for long-term liability, removing the caps and degraded courses would be a really smart move. Do we really want kids climbing on teetering caps? No thanks.



COMPLETED BID FORM (Y/N FOR EACH)		BALLARD MARINE CONSTRUCTION, LLC	COPENHAVER CONSTRUCTION, INC.	D CONSTRUCTION, INC.	RAUSCH INFRASTRUCTURE, LLC	VEIT SECURITY CONTRACTING	WARGO ENTERPRISES							
1. Formal Contract Proposal		Y	Y	Y	Y	Y	Y							
2. Notice to Bidders Form		Y	Y	Y	Y	Y	Y							
3. Proposal		Y	Y	Y	Y	Y	Y							
4. Signed Contractor Certifications		Y	Y	Y	Y	Y	Y							
5. Bid Bond		Y	Y	Y	Y	Y	Y							
6. Affidavit of IL Business Office		Y	Y	Y	Y	Y	Y							
7. Affidavit of Availability		To be provided	Y	Super Unlimited Financial Rating Letter Provided	Y	To be provided	To be provided							
Confirmed IDOT Prequalification (Addendum #1) 09, 34, or 39		Per IDOT Spreadsheet	Per IDOT Spreadsheet	Per IDOT Spreadsheet	Per IDOT Spreadsheet	Per IDOT Certificate	None							
SCHEDULE OF PRICES														
	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total						
1. Tree Removal 6-15	Unit	62	\$ 93.00	\$ 5,766.00	\$ 60.00	\$ 3,720.00	\$ 1,860.00	\$ 17,608.00	\$ 350.00	\$ 21,700.00				
2. Channel Excavation	Cu. Yd.	233	\$ 158.00	\$ 36,814.00	\$ 60.00	\$ 13,980.00	\$ 11,650.00	\$ 50.00	\$ 11,650.00	\$ 60.00	\$ 13,980.00			
3. Seeding CL 4 SPL	Acre	0.1	\$ 34,500.00	\$ 3,450.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 20,000.00	\$ 19,000.00	\$ 1,900.00	\$ 500.00			
4. Erosion Control Blanket	Sq. Yd.	390	\$ 50.00	\$ 19,500.00	\$ 4.00	\$ 1,560.00	\$ 3.00	\$ 1,170.00	\$ 9.00	\$ 3,510.00	\$ 5.00	\$ 1,950.00	\$ 20.00	\$ 7,800.00
5. Stone Riprap CL A4	Ton	609	\$ 106.00	\$ 64,554.00	\$ 40.00	\$ 24,360.00	\$ 60.00	\$ 36,540.00	\$ 95.00	\$ 57,855.00	\$ 78.00	\$ 47,502.00	\$ 120.00	\$ 73,080.00
6. Filter Fabric	Sq. Yd.	638	\$ 20.00	\$ 12,760.00	\$ 4.00	\$ 2,552.00	\$ 3.00	\$ 1,914.00	\$ 3.50	\$ 2,233.00	\$ 6.00	\$ 3,828.00	\$ 2.00	\$ 1,276.00
7. Removal of Existing Superstructure	Each	1	\$ 380,000.00	\$ 380,000.00	\$ 592,000.00	\$ 592,000.00	\$ 285,000.00	\$ 285,000.00	\$ 509,000.00	\$ 196,600.00	\$ 196,600.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
8. Removal of Existing Sub Structure	Each	1	\$ 62,870.00	\$ 62,870.00	\$ 40,000.00	\$ 40,000.00	\$ 65,000.00	\$ 80,000.00	\$ 80,000.00	\$ 15,000.00	\$ 15,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
9. Cofferdam Typ 2 Location 1	Each	1	\$ 44,936.00	\$ 44,936.00	\$ 57,500.00	\$ 57,500.00	\$ 0.01	\$ 10.00	\$ 10.00	\$ 1.00	\$ 1.00	\$ 125,000.00	\$ 125,000.00	\$ 125,000.00
10. Cofferdam Typ 2 Location 2	Each	1	\$ 44,936.00	\$ 44,936.00	\$ 57,500.00	\$ 57,500.00	\$ 0.01	\$ 10.00	\$ 10.00	\$ 1.00	\$ 1.00	\$ 250,000.00	\$ 250,000.00	\$ 250,000.00
11. Temporary Causeway	Lump Sum	1	\$ 67,026.00	\$ 67,026.00	\$ 215,000.00	\$ 215,000.00	\$ 0.01	\$ 785,000.00	\$ 785,000.00	\$ 275,090.00	\$ 275,090.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
12. P CUL CL D 1 66 TEMP	Each	15	\$ 4,035.00	\$ 60,525.00	\$ 12,000.00	\$ 180,000.00	\$ 4,450.00	\$ 66,750.00	\$ 1.00	\$ 15.00	\$ 6,800.00	\$ 102,000.00	\$ 2,800.00	\$ 42,000.00
13. Temp Erosion Control Seed	Pound	40	\$ 8.00	\$ 320.00	\$ 0.01	\$ 0.40	\$ 10.00	\$ 400.00	\$ 65.00	\$ 2,600.00	\$ 5.00	\$ 200.00	\$ 25.00	\$ 1,000.00
14. Chain Link Fence 4	Foot	100	\$ 58.00	\$ 5,800.00	\$ 50.00	\$ 5,000.00	\$ 55.00	\$ 5,500.00	\$ 200.00	\$ 4,000.00	\$ 40.00	\$ 4,000.00	\$ 25.00	\$ 2,500.00
TOTAL BID AMOUNT				\$ 808,757.00	\$ 1,194,172.40	\$ 476,784.03	\$ 1,475,575.00	\$ 677,330.00	\$ 938,836.00					



To: Kendall County Forest Preserve District Finance Committee

From: David Guritz, Executive Director

RE: Millbrook Bridge Historic Documentation Cover Report

Date: January 30, 2020

Three proposals were received to complete the historic documentation study of Millbrook Bridge per the District's MOU and permit requirements. The report will be submitted to the Illinois Historic Preservation Office.

The University of Illinois – Public Service Archaeology & Architecture Program submitted the lowest-quote proposal of \$3,989.00.

Recommendation:

Consider a motion to forward the "Exhibit A" proposal and contract with the University of Illinois – Public Service Archaeology & Architecture Program in the amount of \$3,989.00 to Commission for approval.



UNIVERSITY OF ILLINOIS  
AT URBANA-CHAMPAIGN

**Public Service Archaeology  
& Architecture Program**

Department of Anthropology  
1707 South Orchard Street  
Urbana, Illinois 61801



*phone* (217) 333-1636  
*fax* (217) 244-3490

29 January 2020

Mr. Dave Guritz  
Director  
Kendall County Forest Preserve District  
110 West Madison Street  
Yorkville, IL 60560

Dear Director Guritz:

Thank you for your interest in a proposal from the Public Service Archaeology & Architecture Program for a Historic Illinois Engineering Records (HIBS) recordation of a bridge in Kendall County, Illinois. Enclosed you will find a copy of our proposal and cost estimate to conduct the investigation.

Should you elect to have the University of Illinois conduct the project, I will serve as the Project Director and either Ms. Marcy Prchal or Mr. David Halpin will serve as Project Architectural Historian. To establish this work we will need to create a formal contract. I can send you a Standard University Service Agreement for your consideration. We will be able to begin work on this immediately. Please feel free to contact me with questions or concerns regarding this proposal.

Once again, thanks for requesting a bid from us.

Sincerely,

A handwritten signature in black ink that reads "Kevin McGowan".

Kevin P. McGowan

a: Proposal and Budget





## **Service Agreement**

This Service Agreement ("Agreement") is between THE BOARD OF TRUSTEES OF THE UNIVERSITY OF ILLINOIS, a body corporate and politic organized and existing under the laws of the State of Illinois, doing business on its Urbana-Champaign campus, through Sponsored Programs Administration, 1901 South First Street, Suite A, Champaign IL 61820-7406 ("UNIVERSITY"), and Kendall County Forest Preserve District, organized and existing under the laws of Illinois with its principal offices at 110 West Madison Street, Yorkville, Illinois 60560 ("COMPANY"). The parties may be referred to individually as "party" and collectively as the "parties."

### **Article 1: Purpose**

COMPANY desires to engage the expertise of UNIVERSITY to conduct a Historic Illinois Engineering Records documentation of the Millbrook Bridge.

### **Article 2: Scope of Services**

**2.1 Services to Be Performed.** UNIVERSITY will use reasonable efforts to perform the project titled Historic Illinois Engineering Records Recordation of the Millbrook Bridge in Kendall County, Illinois and more fully described in the Scope of Work attached to this Agreement as Exhibit A ("Services").

**2.2 Technical Contacts.** Each party appoints the following individual to serve as its technical contact during the performance of the Services. Each party will notify the other of any change in the technical contact in accordance with the notice requirements of this Agreement.

UNIVERSITY: Dr. Kevin McGowan  
COMPANY: Mr. Dave Guritz

### **Article 3: Term and Termination**

**3.1 Term.** The term of this Agreement shall be 02/01/2020 through 06/30/2020.

**3.2 Termination for Cause.** In the case of material breach by either party, the non-defaulting party may terminate this Agreement at any time upon written notice if the breaching party fails to cure the breach within 30 days after receipt of written notice.

**3.3 Termination for Convenience.** Either party may terminate this Agreement for convenience upon 60 days' prior written notice to the other party.

**3.4 Effect of Early Termination.** In the event of early termination, COMPANY shall pay UNIVERSITY for Services performed through the date of termination including all non-cancelable obligations, even though obligations may extend beyond the termination date.

### **Article 4: Compensation**

**4.1 Compensation and Payment.** This is a fixed price agreement. COMPANY will pay UNIVERSITY \$ 3,989.00 in accordance with the following payment schedule \$ 1,995.00 within



30 days of fully executed contract and \$ 1,994.00 within 30 days of the submission of the 100 percent documents..

**4.2 Remittance Instructions.** COMPANY will pay UNIVERSITY through one of the following payment options:

(a) By check made payable to the "University of Illinois" and mailed to:

University of Illinois
Sponsored Programs Administration, Post-Award
28392 Network Place
Chicago, IL 60673-1283
U.S.A.

(b) By Automated Clearinghouse ("ACH") sent to UNIVERSITY's bank account:

Financial Institution	JP Morgan Chase Bank, N.A.
Address	10 South Dearborn Chicago, IL 60603-2300, USA
Nine-Digit Routing Transit Number	071000013
Depositor Account Title	The Board of Trustees of the University of Illinois, EDI Receipts and Federal Depository
Depositor Account Number	616002911
Type of Account	Checking

(c) Domestic/International Wire. By Wire transfer sent to UNIVERSITY's bank account:

Financial Institution	JP Morgan Chase Bank, N.A.
Address	4 New York Plaza, FI 15 New York, NY 10004
Nine-Digit Routing Transit Number	021000021
Depositor Account Title	The Board of Trustees of the University of Illinois, EDI Receipts and Federal Depository
Depositor Checking Account Number	616002911
Swift Code:	CHASUS33XXX
Type of Account:	Checking

## Article 5: Confidentiality

**5.1 Confidentiality Obligation.** Each party will advise its employees to use reasonable efforts to hold in confidence all proprietary information received from the other party in connection with the Services ("Confidential Information"); provided, however, that each party may share Confidential Information with third parties to the extent necessary to perform the Services under terms consistent with this Agreement. For written disclosures, the party disclosing Confidential Information will mark the information "Confidential" at the time of disclosure. For oral or visual disclosures, the party disclosing Confidential Information will designate the information "Confidential" at the time of disclosure and confirm such designation in writing to the other party no later than 30 days after disclosure. Each party's obligation of confidentiality shall extend for three years from disclosure and shall not apply to information that: (a) was in recipient's possession on a non-confidential basis prior to receipt from disclosing party; (b) is in the public



domain or is general or public knowledge prior to disclosure, or after disclosure, enters the public domain or becomes general or public knowledge through no fault of recipient; (c) is properly obtained by recipient from a third party not under a confidentiality obligation to disclosing party; (d) is explicitly approved for release by written authorization of disclosing party; (e) is or has been developed by recipient independent of recipient's access to disclosing party's Confidential Information; or (f) is required by law or court order to be disclosed.

**5.2 Response to Information Request.** If UNIVERSITY receives a request under the Illinois Freedom of Information Act or a request by legal process to disclose Confidential Information, UNIVERSITY will use reasonable efforts to provide prompt notice to COMPANY and will reasonably cooperate with COMPANY to protect any COMPANY Confidential Information; provided, however, that UNIVERSITY's good faith compliance with any such request shall not constitute a breach of this Agreement.

## **Article 6: Rights in Work Product**

"Deliverables" are those tangible items, as distinguished from intangible (intellectual) property, that are to be delivered by UNIVERSITY to COMPANY as part of the Services in accordance with Exhibit A. Title to existing intellectual property used by UNIVERSITY in performing the Services shall remain vested in the original owner. Title to all intellectual property conceived or made by UNIVERSITY employees and agents in performance of the Services shall vest in UNIVERSITY. Deliverables will be the property of COMPANY; however, all methodologies, technologies and know-how described in the Deliverables or used by UNIVERSITY to create the Deliverables shall be the exclusive property of UNIVERSITY. UNIVERSITY retains the right to use the Deliverables for research and academic purposes.

## **Article 7: Insurance**

During all times relevant to this Agreement, each party will maintain insurance in accordance with the requirements of local law and will maintain general liability insurance with limits sufficient to cover the activities of its employees and agencies performing the Agreement. The insurance may be maintained in the form of a self-insurance plan or commercial insurance policies.

## **Article 8: Disclaimer of Warranties/Liabilities**

UNIVERSITY PROVIDES ALL DELIVERABLES AS-IS, WITHOUT WARRANTIES OF ANY KIND. UNIVERSITY EXPRESSLY DISCLAIMS ALL IMPLIED WARRANTIES, INCLUDING WARRANTIES OF FITNESS FOR A PARTICULAR USE, MERCHANTABILITY, AND NON-INFRINGEMENT OF THIRD PARTY PROPERTY RIGHTS. UNIVERSITY WILL NOT INDEMNIFY COMPANY AGAINST, OR ASSUME LIABILITY FOR, ANY THIRD PARTY CLAIMS ARISING FROM THE SERVICES OR COMPANY'S USE OF THE DELIVERABLES.

## **Article 9: General Provisions**

**9.1 Force Majeure.** Each party will be excused from performance of the Agreement only to the extent that performance is prevented by conditions beyond the reasonable control of the affected party. The party claiming excuse for delayed performance will promptly notify the other party and will resume its performance as soon as performance is possible.

**9.2 RELATIONSHIP OF THE PARTIES.** This Agreement does not create an agency, partnership, or joint venture relationship between the parties.



**9.3 Use of Name.** A party shall not use the name of the other party in any form of advertising or publicity without the express written permission of the other party. COMPANY shall seek permission from UNIVERSITY by submitting the proposed use, well in advance of any deadline, to the Associate Chancellor for Public Affairs, University of Illinois, Third Floor Swanlund Administration Building, 601 East John Street, Champaign, IL 61820; Email [publicaffairs@illinois.edu](mailto:publicaffairs@illinois.edu).

**9.4 Severability.** If any provision of this Agreement is held unenforceable, the provision shall be severed and the remainder of this Agreement will continue in full force and effect.

**9.5 Merger.** This Agreement with all attachments constitutes the entire understanding of the parties concerning the subject matter of this Agreement and supersedes all previous or contemporaneous communications, either verbal or written, between the parties and relating to the same. Purchase orders issued after this Agreement is signed do not amend or supplement the terms of this Agreement but are issued as a payment mechanism only.

**9.6 Assignment.** Neither party may assign this Agreement, in whole or in part, without the prior written approval of the other party.

**9.7 Amendments.** No modification of this Agreement shall be effective unless made by a written amendment signed by each party's authorized signatory.

**9.8 Choice of Law.** This Agreement will be governed by and construed in accordance with the laws of the State of Illinois, U.S.A., without reference to its conflict of law provisions. If COMPANY is a unit of state government, including a public institution of higher education, COMPANY does not waive any defenses or immunities afforded by Federal law or the law of the state in which COMPANY is a unit of government. All suits against ILLINOIS arising out of this Agreement must be filed in accordance with the Illinois Court of Claims Act.

**9.9 Export Control.** Each Party acknowledges that performance of all obligations under this Agreement is contingent on compliance with applicable United States laws and regulations controlling the export of technical data, computer software, laboratory prototypes and other commodities. The transfer of certain technical data and commodities may require a license from the cognizant agency of the United States government and/or written assurances by COMPANY that COMPANY will not re-export data or commodities to certain foreign countries or nationals thereof without prior approval of the cognizant government agency.

**9.10 Resolution of Disputes.** The parties will enter into good faith negotiations to resolve any disputes arising from this Agreement. Resolution will be confirmed by written amendment to this Agreement. If the parties cannot resolve any dispute amicably through negotiation, either party may terminate this Agreement in accordance with Article 3 and pursue any other legal remedies available.

**9.11 Waiver.** The failure of either party at any time to enforce any provisions of this Agreement shall not constitute a waiver of that party's right to later enforce the provision or all terms of the Agreement.

**9.12 Counterparts.** The parties may sign this Agreement in counterparts, which together constitute the Agreement. Facsimile signatures constitute original signatures.

**9.13 Notices.** To be enforceable, all notices must be in writing and sent by either certified mail, return receipt requested, or by commercial overnight courier service to the party's



representative named below. Notices shall be effective upon actual receipt. Each party may change its representative at any time by written notice to the other party.

**University Representative**

Sponsored Programs Administration  
Director, Pre-Award  
Address: 1901 S. First Street, Suite A  
Champaign, IL 61820  
Phone: 217-333-2187  
FAX: 217-239-6830  
E-mail: [spa@illinois.edu](mailto:spa@illinois.edu)

**COMPANY Representative**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
FAX: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**11. Representation of Signatories.** Each party represents that the individuals signing this Agreement on its behalf are authorized signatories with power to bind the party to a contract.

**THE BOARD OF TRUSTEES OF THE  
UNIVERSITY OF ILLINOIS**

By: \_\_\_\_\_  
Avijit Ghosh, Comptroller

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Comptroller Delegate

\_\_\_\_\_  
Printed Name and Title of Comptroller Delegate

**COMPANY**

By: \_\_\_\_\_

Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Acknowledged and Agreed:

\_\_\_\_\_  
Technical Contact

Preapproved for legal form by University Counsel  
LMP 06012018



## **Exhibit A**



**EXHIBIT A**

**PROPOSAL FOR A HISTORIC ILLINOIS ENGINEERING RECORDS  
RECORDATION OF THE MILLBROOK BRIDGE  
IN KENDALL COUNTY, ILLINOIS**

**For Submission To:**

**Mr. Dave Guritz, Director  
Kendall County Forest Preserve District  
110 West Madison Street  
Yorkville, Illinois 60560**

**By:**

**Dr. Kevin P. McGowan  
Department of Anthropology  
Public Service Archaeology & Architecture Program  
1707 South Orchard Street  
University of Illinois at Urbana-Champaign  
Urbana, Illinois 61801  
(Project 20-025)**

**Proposal Period: 02/01/2020 - 06/30/2020**

**Amount Requested: \$ 3,989.00**



# **PROPOSAL FOR A HISTORIC ILLINOIS ENGINEERING RECORDS RECORDATION OF THE MILLBROOK BRIDGE IN KENDALL COUNTY, ILLINOIS**

## ***INTRODUCTION***

This is a proposal for an Historic Illinois Engineering Records (HIER) recordation investigation of Millbrook Bridge over the Fox River near Millbrook, Illinois. The HIER investigation proposed herein is in accordance with guidelines established by the Illinois State Historic Preservation Office regarding these types of investigations. This particular project will be carried out using personnel from the Department of Anthropology, University of Illinois at Urbana-Champaign with Dr. Kevin McGowan serving as Project Director and either Ms. Marcy Prchal or Mr. David Halpin serving as Architectural Historian.

## ***RESEARCH METHODOLOGY***

The architectural documentation of the proposed project area will be carried out in three phases:

1. A literature and records search will be conducted at the University of Illinois and in Kendall County, Illinois. Special emphasis will be placed on learning if plans are available for the bridge or if there are any historic photographs of the bridge. This research will include the development of an historical context, focusing on the origins, development and functions of the Millbrook Bridge.
2. Field investigation of the bridge to create a site plan within a 200 yard radius of the bridge and to photograph bridge approaches, elevations, and superstructure/substructure elements by an Architectural Historian.
3. A 95 percent HABS submittal will be prepared and submitted to the Illinois State Historic Preservation Office for review and comment. Upon receiving the comments, if needed, edits will be made and a 100 percent submittal will be prepared for the Illinois State Historic Preservation Office.

## ***PERSONNEL AND SCHEDULING***

The HIER documentation of the Millbrook Bridge will be conducted under the supervision of Dr. Kevin McGowan with assistance from Mr. Christopher Flynn and either Ms. Marcy Prchal or Mr. David Halpin (Architectural Historian). The historic records documentation portion of the project will begin immediately following the acceptance of this proposal. Two days will be spent researching the records at the University of Illinois to establish a context for the structure. An archival specialist will also conduct research in Kendall County repositories regarding the origins, development and functions of the Millbrook Bridge over a two-day period. All records will be evaluated to develop an historical context. This portion of the project will be done by a Project Specialist.



Field research will be conducted after the records search. Based on anticipated conditions, the project area will be examined by two researchers for one day to document the setting and structural details. Following the field work all plan and photo materials will be processed to create a 95 percent submittal for review. The laboratory portion of the project should be completed within four weeks. Upon comment from the Illinois State Historic Preservation Office, a 100 percent submittal will be prepared to be submitted to the Illinois State Historic Preservation Office with Gold CD and an electronic copy to Dave Guritz at the Kendall County Forest Preserve District. The entire project should be completed in five weeks depending upon IHPA review time.

**BUDGET – NOT TO EXCEED**

## DIRECT COSTS

## Personnel

Project Director (8 hours)

Architectural Historian (80 hours)

Project Specialists (80 hours)

Project Facilitators (12 hours)

Total Hours 180 @ 18.92                      \$ 3,406

### Other Direct Costs

## Transportation

\$ 220

\$ 3,626

TOTAL DIRECT COSTS

## INDIRECT COSTS

Public Service Activities (Local Government) (3,626 @ 10.0%)	\$ 363
--------------------------------------------------------------	--------

### TOTAL COSTS

**\$ 3,989**



## **GUARINO HISTORIC RESOURCES DOCUMENTATION**

844 Home Avenue, Oak Park, IL 60304  
708.386.1142 | guarinojl@gmail.com | jeanguarino.com

January 13, 2020

Dave Guritz  
Director  
Kendall County Forest Preserve District  
110 W. Madison Street  
Yorkville, IL 60560

Dear Dave:

Thank you for the opportunity to submit this proposal to perform mitigation related to the demolition of the historic Millbrook Bridge in Millbrook, Illinois. I have listed below a Scope of Work to develop a Historic Illinois Engineering Report (HIER) for this bridge.

**Project cost:** \$7,000 (based on 70 hours at \$100 per hour) plus expenses (mileage, photocopies, archival paper and box) not to exceed \$250.

**Timeline for submittals:** The project will begin upon receipt of this signed letter of agreement. A PDF of the 95% report will be submitted to the State Historic Preservation Office (SHPO) within one month of the start date, and an invoice for \$6,500 will be submitted to the Kendall County FPD at that time. Comments on the HIER will be addressed within two weeks of receipt, after which Consultant will submit the 100% recordation to the SHPO and an invoice for the \$500 balance.

### **Scope of Work**

#### Historical Research

Development of the written HIER will be based on primary and secondary research undertaken at a variety of repositories that may include the Kendall County Administration Building, Kendall County Historical Society, and the Yorkville Public Library. Materials to be reviewed will include, but are not limited to, Fox Township minutes (if available) and historic plat maps, as well as contemporary newspaper articles, journals, and books related to the topic of the contextual essay. Information will be sought on the bridge itself (construction, alterations and uses), as well as on its environs within the Village of Millbrook and Fox Township.

#### Written Report

Part I of the HIER will include a statement of significance and will document the dates of construction/alterations. In addition, a narrative contextual essay will provide a chronological context on the origins, development, and functions of the Millbrook Bridge. Part II of the HIER will include detailed a physical description of the bridge and its site.



The written report will include footnotes, a methodology section specifying research strategy, and a bibliography of primary and secondary sources reviewed (Parts III, IV and V). Relevant historical materials collected during the research phase will be attached to the end of the report.

#### Photography

Consultant will take digital photographs of the bridge, including its approaches, elevations and superstructure/substructure elements. Photos will be embedded at the end of the report and accompanied by a photo log.

#### **95% Non-Archival Submittal**

Consultant will submit a PDF of the written HIER to the SHPO for review and comments.

#### **100% HIER Documentation**

The final submittal to the SHPO will consist of the following:

- A project area location map abstracted from appropriate 7.5 Minute USGS Quadrangle Map, submitted on 8.5 x 11: archival bond.
- Site Plan indicating footprint of the extant bridge, surrounding terrain features and other man-made features within a 200 yard radius of the bridge. Site plan presented on 8.5 x 11" archival bond.
- Approximately ten photographs of the subject bridge presenting approaches, elevations and superstructure/substructure elements.
- Written architectural/engineering description of the subject bridge.
- Written HIER that includes the following contextual history:
  - Chronological context on the origins, development and functions of the Millbrook Bridge;
- All materials submitted to the SHPO will be contained in an archival clam-shell box.

Consultant will submit a PDF of the 100% HIER documentation to the Kendall County Forest Preserve District upon completion.

Please feel free to contact me at 708.386.1142 or via email at [guarinojl@gmail.com](mailto:guarinojl@gmail.com) with any questions or comments on this proposal. By signing below, you agree with the project cost, timeline for payments and submissions, the scope of work, and authorize me to begin work.

All the best,



Jean L. Guarino, Ph.D.

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Client signature

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Date





McGuire Igleski & Associates, Inc.

*Architecture, Preservation, Planning*

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January 14, 2020

**Kendall County Forest Preserve District**

David Guritz

110 W. Madison Street

Yorkville, IL 60560

Re: Request for Proposals – Millbrook Bridge, HIER No. KE-2018-2 – HIER Level III Recordation Services

Dear Mr. Guritz:

McGuire Igleski & Associates, Inc. (MIA), in response to the request by the Kendall County Forest Preserve District (KCFPD) seeking a qualified consultant to prepare an Historic Illinois Engineering Record (HIER) Level III for the Millbrook Bridge located in Millbrook, IL, is pleased to submit this proposal.

**SCOPE OF SERVICES**

- I. Attend an initial consultation/kick-off meeting on the day of the resource survey with the Kendall County Forest Preserve District (KCFPD) prior to the initiation of the work to finalize the scope, details, and expectations of the project.
- II. Preparation of HIER Level III Documentation per IL HABS/HAER Standards:
  - a. Field Work and Documentation
    - i. Prepare a project area location map from the appropriate 7.5 Minute USGS Quadrangle Map. The location map will be presented on 8.5" x 11" archival bond paper.
    - ii. Draw a site plan, in computer assisted drafting (CAD) format, of the footprint of the extant bridge in the current condition including the surrounding terrain features and/or man-made features within a 200-yard radius of the bridge. The site plan will be presented on 8.5" x 11" archival bond paper.
    - iii. Make a visual survey of the site, elevations, and superstructure/substructure elements of the resource noting any changes or alterations or lost elements and observe the conditions and contextual area.
    - iv. Provide archival photographic documentation, 10 views, of elevations and superstructure/substructure, per IL HABS/HAER standards. Provide keyed site plan for photographs.
    - v. Reproduce historic photographs and/or historic or original drawings, if any are located during the research phase.
      - A. Historic drawings will be reproduced at a minimum of 400dpi on a HABS/HAER title block and printed on vellum with a large-format laser printer.
      - B. Historic photographs will be printed and labeled according to HABS/HAER guidelines.



b. Research

- i. Research the Millbrook Bridge to understand the chronological history and development of the resource; local context and significance within Millbrook, Kendall County, and the State of Illinois; and place in the context of engineering and construction histories locally, regionally, and nationally.
- ii. MIA has reviewed materials provided by KCFPD including: a journal of news items from the *Kendall County Record*, 1890-1909, which documented the development and construction of the Millbrook Bridge; a history of the Chinworth Pratt Truss Bridge located in Kosciuszko County, Indiana and constructed by the Bellefontaine Bridge Company; an excerpt on the history of truss bridges from the book *Bridges: The Spans of North America* by David Plowden; and the April 2015 Inspection Report of the Millbrook Bridge prepared by HR Green, Inc.

c. Report

- i. Using the outline format indicated in the IL HABS/HAER guidelines, prepare a written report including: physical history and description of the resource; contextual history for local, state and/or national significance; statement of significance; description of the engineering design (e.g., Pratt through truss bridge) and construction method; and biography of engineer/company (e.g., Bellefontaine Bridge Company). Include information on the sources of information and methodology of research.
- ii. Provide supplemental material (e.g., historic photographs, newspaper articles) per IL HABS/HAER Standards.

III. Submissions:

- a. 95% Submission: Submit a completed HIER Recordation package in hardcopy and digitally - one copy of each to ILSHPO and KCFPD.
  - i. The 95% Submission will be complete except for ILSHPO review comments.
- b. 100% Submission: Submit a final HIER Recordation package in hardcopy and digitally - one original on archival paper and delivered in an archival-grade box to ILSHPO and one copy to KCFPD. Digital copies to ILSHPO and VPF will be provided on an archival-grade disc.



## SCHEDULE

We anticipate development of the project timeline with input from KCFPD and ILSHPO and are committed to the submission of the final documents within the established timetable. A proposed project schedule has been provided below.

MILLBROOK BRIDGE HIER RECORDATION			McGuire Igleski & Associates Action (MIA)															
PROPOSED PROJECT SCHEDULE			Kendall County Forest Preserve District (KCFPD)															
			Illinois State Historic Preservation Office Action (ILSHPO)															
Task	Date/Duration	2020																
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	
Contract approved.	Week of February 4	x																
Kick-off meeting.	1 week		x															
Field work and Documentation - weather permitting.	1 week																	
Archival Research.	2 weeks																	
Prepare HABS Report.	3 weeks																	
Submit 95% Submission for review by KCFPD.	Week of March 9							x										
Review of 95% Submission by KCFPD.	1 week																	
Revise 95% Submission per KCFPD Review.	1 week																	
Submit 95% Draft for Review by ILSHPO.	Week of March 30										x							
Review of 95% Submission by ILSHPO.	4 weeks																	
Prepare 100% Submission ILSHPO Comments.	1 week																	
Submit 100% to ILSHPO.	Week of May 11																	x
Project End Date.	Week of May 11																	x
*The schedule has allowed for a minimum of 4 weeks for IL SHPO review for the 95% submission. The 100% submission and project end date is pending actual duration of ILSHPO review periods.																		





McGuire Iglesias & Associates, Inc.

*Architecture, Preservation, Planning*

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**FEES**

For the completion of the HIER Level III for the Millbrook Bridge, Millbrook, IL, a Fixed Fee including expenses of: \$ 8,200.

MIA has reached out to LaDonna Young at the Illinois State Historic Preservation Office (ILSHPO) to confirm if digital photography is still accepted per the HIBS/HIER program. Confirmation has not been received, but if digital photography is found to meet the standards, the completion of the HIER Level III for the Millbrook Bridge, Millbrook, IL, will be completed for a Fixed Fee including expenses of: \$ 7,700.

Fee proposals for each level of photography have been provided by Leslie Schwartz Photography, Inc. and are enclosed.

**PAYMENT SCHEDULE**

Invoices will be submitted on an agreed upon schedule. Payments will be made within thirty days of invoicing.

We look forward to assisting the Kendall County Forest Preserve District in your efforts. We will be happy to clarify any questions you should have regarding this proposal.

Sincerely,

McGuire Iglesias & Associates, Inc.

A handwritten signature in cursive script, reading "erica ruggiero", is written in black ink.

Erica Ruggiero, Associate AIA  
enclosures



## QUALIFICATIONS

McGuire Igleski & Associates, Inc. will be the prime consultant responsible for the preparation of the Historic Illinois Engineering Record (HIER) report and documentation. Erica Ruggiero will be the project manager and lead historic preservation specialist, attending all meetings and presentations and managing all project administration. Ms. Ruggiero, with assistance from Sarah Haas (MIA) to prepare the site plan and photographer, Leslie Schwartz Photography to complete HIER photography, will complete the HIER Recordation package. Resumes for key team members are enclosed.

A complete list of HABS/HAER projects completed by MIA includes:

- Elgin Mental Health Center, Elgin, Level III, Completed 1998.
- Glenview Naval Air Station Hangar 1, Glenview, Level III, Completed 2001.
- Jane Addams Houses, Chicago, Level II, Completed 2002.
- Ida B. Wells Public Housing, Chicago, Level III, Completed 2002.
- Illinois Youth Center (St. Charles School for Boys), St. Charles, Level II, Completed 2002.
- Jewel Tea Company and Office Building, Barrington, Level II, Completed 2003.
- Plymouth Hotel, Chicago, Level III, Completed 2003.
- Sexauer Garage, Chicago, Level II with Level I Drawings of Front Façade, Completed 2004.
- Menard Correction Center, Chester, Level I of Administration Building and Level III of the Electric Eye Building, Completed 2004.
- Liquid Carbonic Company Plant and Administration Building (Washburne Trade School), Chicago, Level III, Completed 2005.
- Pepsin Syrup Company, Inc., Monticello, Level II, Completed 2005.
- Hartwig Farm, Galena, Level III, Completed 2006.
- University of Illinois Poultry Complex, Champaign, Level II, Completed 2007.
- University of Illinois Mumford House, Champaign, Level I, Completed 2008.
- Sixth Presbyterian Church, Chicago, Level III, Completed 2009.
- Marseilles Hydro Plant, North Head Race, South Head Race, Tail Race, Boyce Paper Mill, and Hydroelectric Plant, Marseilles, Level III, Completed 2013.
- DuPage County Civil Defense Center and Highway Department Building, Wheaton, Level III, Completed 2017.
- Fox Metro Water Reclamation District Operations & Maintenance Facility, Oswego, Level III, Completed 2019.
- University of Illinois School of Labor and Employment Relations, Urbana-Champaign, Level III, Completed 2019.
- Chicago & Milwaukee Railway Section House, Level III, Winthrop Harbor, Anticipated completion 2020.



### ERICA RUGGIERO, ASSOCIATE AIA, MSHP

Erica is an historic preservationist specialist and architectural historian with experience in preservation planning, building surveys, feasibility study reports, rehabilitation and adaptive reuse design, façade restorations, Historic American Building Survey, and building condition assessments. With degrees in both historic preservation and interior design, Erica has a demonstrated understanding of maintaining the authenticity, integrity, and character of a time and place, while adapting it for more modern uses.

#### EDUCATION

Master of Science  
Historic Preservation  
School of the Art Institute of Chicago  
Chicago, IL

Master of Science  
Bachelor of Science  
Interior Design  
Florida State University  
Tallahassee, FL  
Graduate Certificate: Urban Design

#### Professional Affiliations

Chicago for Chicagoans  
Landmarks Illinois  
Skyline Council of Landmarks Illinois

#### Professional Activities

Conference on Illinois History:  
Presenter  
Springfield, IL October 2016

Presenter  
Springfield, IL September 2013

National Register of Historic Places:  
Garfield Farm and Garfield Tavern  
Amendments and Boundary Extension  
Campton Hills, IL February 2016

Central Manufacturing District: Original East  
District, Chicago, IL October 2015 (*Amended  
for Statewide Significance, February 2017*)

Central Manufacturing District: Pershing Road  
Development, Chicago, IL June 2015

Kosciuszko Park Field House,  
Chicago, IL, June 2013

Landmarks Illinois:  
Easement Monitor,  
Statewide, IL 2014 and 2015

#### SELECTED PROJECTS

- **Chicago Transit Authority, Chicago, IL.** Prepared amendments to the National Register forms of the Bryn Mawr Avenue, West Argyle Street, and Uptown Square Historic Districts including: amendments to the period of significance, additional documentation for the statement of significance, and re-evaluation of NR-eligibility of the existing building inventory. Prepared Historic Preservation Plans for each district which included: documentation of existing conditions, definition of character-defining features, building typologies, and architectural styles, and development of recommendations for design principles/guidelines and available incentives and programs for preservation.
- **Historic Building Preservation Plans.** Primary preparer for Historic Building Preservation Plans for the Junior League of Chicago, University of Chicago, and Northwestern University buildings. The reports document existing conditions, identify significant historic spaces and features, and develop recommendations for restoration, adaptive reuse, or rehabilitation.
- **Historic American Building Survey (HABS).** Primary preparer of HABS documentation and liaison between the State Historic Preservation Office (SHPO) and client. HABS projects include: the DuPage County Civil Defense Control Center & Highway Dept. Bldg., the Aurora Sanitary District Sewage Disposal Plant in Oswego, Illinois, the School of Labor and Employment Relations at the University of Illinois-Urbana Champaign, and the Chicago and Milwaukee Railway Section House in Winthrop Harbor, IL.
- **Federal Tax Credit Certification, Chicago, IL.** Worked directly with Architecture & Tax Incentives staff at SHPO to prepare tax credit application documents for rehabilitation projects at the Union Park Hotel and Strand Hotel.
- **National Register of Historic Places (NRHP), IL, Statewide.** Primary preparer of nominations, including architectural survey and eligibility evaluations. Projects include: **Corron Farm, Campton Township, IL.** A fully intact, mid-19<sup>th</sup> century farmstead built by four generations of Corrons and contains the main farmhouse built in 1854, 10 farm outbuildings, and the 220-acre site; **Aledo Downtown National Register Historic District, Aledo, IL.** The District is composed of 84 culturally and architecturally significant resources which contributed to the commercial, educational, civic, transportation, and social development of Aledo and Mercer County; **Geneva National Register Historic Districts, Geneva, IL.** Completed an architectural survey and report for 770 properties including: architectural assessment, contextual history, and evaluation of NR-eligibility. Amended the North and Central Geneva NR districts with an extended period of significance, boundary revisions, context statement, and updated building inventory based on the findings of the survey.



**SARAH HAAS, AIA**

Sarah is a long-time team member and a licensed architect. She has been responsible for and managed projects from design through construction phase at historically significant buildings. She has extensive experience in building documentation, survey and code analysis work. Her experience includes interior remodeling, exterior envelope restoration including historic window restoration, rehabilitation, and life safety and accessibility upgrades. Her construction experience includes projects phased during institutional shut downs and while occupied. She brings to the office a strong knowledge of computer drawing and has drafted documents for projects from schematic design through construction.

**EDUCATION**

Bachelor of Arts in Architecture  
Washington University in St Louis  
St. Louis, Missouri

**Professional Licensing & Accreditation**

Registered Architect: Illinois

**Professional Affiliations**

American Institute of Architects  
Chicago Chapter

Landmarks Illinois Member

**SELECTED PROJECTS**

- **Chicago and Milwaukee Railway Section House Historic American Building Survey (HABS), Winthrop Harbor, IL.** Work included full building documentation, including field notes and sketch plans meeting HABS requirements and guidelines.
- **Northwestern University: Dearborn Observatory Exterior Envelope Restoration, Evanston, IL.** Completed building envelope analysis, construction documents and construction administration for full envelope restoration of the historic Dearborn Observatory located on the Evanston Campus. Work includes masonry cleaning and tuckpointing, window restoration and slate/copper roof replacement at this 1899 Cobb & Frost landmark.
- **Fortnightly of Chicago: Brian Lathrop House Mechanical and Plumbing Upgrades, Chicago, IL.** Assisted in the evaluation and the development of construction documents for the renovation of a Chicago Landmark Building. Work included full building documentation, the coordination of cooling systems and replacement of plumbing throughout with strategic placement of systems, high end toilet rooms upgrades, and architectural renovation work.
- **Northwestern University: Residential and Athletic Building CAD Documentation, Evanston, IL.** Worked on a team that field measured and updated or created computer drawings for all residential and athletic buildings on Northwestern's Evanston campus, approximately 75 buildings.
- **Chicago Public Schools, Chicago, IL.** Assisted in the development of construction documents for the renovation of several historic school buildings including: Alex Haley Elementary School, Casimir Pulaski Fine Arts Academy, and Phillip D. Armour Elementary School.



## **LESLIE SCHWARTZ PHOTOGRAPHY**

2147 N. CLAREMONT AVENUE

CHICAGO, IL 60647

[www.leslieschwartzphotography.com](http://www.leslieschwartzphotography.com)

Leslie Schwartz is a photographer specializing in architectural photography and documentation of historic structures.

Schwartz was born in 1961, in Green Lake, Wisconsin and has lived and worked in Chicago, IL since 1986. After receiving a B.A. degree in English Literature at Lawrence University in Appleton, Wisconsin in 1983 she went on to pursue photographic studies at Columbia College in Chicago. In 1989, she established Leslie Schwartz Photography.

Leslie Schwartz regularly works with the McGuire Iglesias project team to develop photographic records for architectural and preservation projects.

Completed HABS/HAER and ILSHPO projects include the following:

- Alcatraz Island Mechanical Systems, San Francisco, CA.
- Pennsylvania State Memorial, Gettysburg National Military Park, PA.
- Illinois Youth Center (St. Charles School for Boys), St. Charles, Level II, Completed 2002.
- Jewel Tea Company and Office Building, Barrington, Level II, Completed 2003.
- Sexauer Garage, Chicago, Level II with Level I Drawings of Front Façade, Completed 2004.
- Menard Correction Center, Chester, Level I of Administration Building and Level III of the Electric Eye Building, Completed 2004.
- Liquid Carbonic Company Plant and Administration Building (Washburne Trade School), Chicago, Level III, Completed 2005.
- Pepsin Syrup Company, Inc., Monticello, Level II, Completed 2005.
- St Elizabeth's Hospital, Washington DC, 2010, 2012, 2016.
- Isabella Stewart Gardner Museum, Boston, MA, 2011.
- Farnsworth House, Plano, IL, 2012.
- Marseilles Hydro Plant, Marseilles, IL, 2013.
- Eames House and Studio, Pacific Palisades, CA, 2013.
- CTA Uptown Station, Chicago, IL, 2014.
- Schweikher House, Schaumburg, IL, 2016.
- Radio Tower, Lake Zurich, IL, 2016.
- DuPage Highway Department and Civil Defense Control Center, Wheaton, IL, 2017.
- UIUC Academic Building, Urbana, IL, 2017.
- Shearer Studio, Highland Park, IL, 2017.





McGuire Iglesias & Associates, Inc.

*Architecture, Preservation, Planning*

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**LESLIE SCHWARTZ PHOTOGRAPHY, INC**

2147 N. Claremont Avenue  
Chicago, IL. 60647

January 10, 2020

Erica Ruggiero  
McGuire Iglesias & Associates, Inc  
1330 Sherman Avenue  
Evanston, IL 60201

**PROPOSAL FOR PHOTOGRAPHY**

Description: HIER photography of Millbrook Bridge, Kendall County, IL  
4x5 format B/W photography following HABS specifications

One b/w 4x5 negative, one high resolution TIF scan, one archival proof  
print, labeling, and archival sleeve will be provided for each view.

Cost includes photography and all expenses.

\$170 per view

**10 Views @ \$170 per view = \$1700.00**

Thank you.





McGuire Iglesias & Associates, Inc.

*Architecture, Preservation, Planning*

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**LESLIE SCHWARTZ PHOTOGRAPHY, INC**

2147 N. Claremont Avenue

Chicago, IL. 60647

January 10, 2020

Erica Ruggiero

McGuire Iglesias & Associates, Inc

1330 Sherman Avenue

Evanston, IL 60201

**PROPOSAL FOR PHOTOGRAPHY**

Description: HIER photography of Millbrook Bridge, Kendall County, IL  
Digital Photography

High Resolution Files will be provided for each view.

Cost includes photography and all expenses.

\$120 per view

**10 Views @ \$120 per view = \$1200.00**

Thank you.



To: Kendall County Forest Preserve District Finance Committee

From: David Guritz, Executive Director

RE: 2020 Farm License Agreements

Date: January 30, 2020

The following farm license agreements are scheduled for renewal:

1. Little Rock Creek, Tom Anderson, Somonauk, Illinois – 6.25 ac @ \$100 per acre
2. Millbrook North, Mark and Tom Mathre, Newark, Illinois – 157.31 ac. @ \$200 per acre  
Millbrook South 118.58 ac. @ \$215 per acre  
Millington 127.41 ac. @ \$180 per acre  
Calculated yield payment  
Millbrook South Grain dryer use and maintenance @ \$0.01 per bushel  
Natural gas bill reimbursement (Millbrook South)

**Recommendation:**

Consider a motion to forward the Little Rock Creek Forest Preserve and the Millbrook North - Millbrook South – Millington Forest Preserve Farm License Agreements for Commission approval.

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The following farm license agreements are under review and development

1. Henneberry Forest Preserve, Maurice and Chris Ormiston, Ottawa, IL – 3.75 ac @ \$100  
  
TBD: Henneberry Forest Preserve, Maurice and Chris Ormiston, Ottawa, IL – 51.5 ac @ \$195
  - a. Calculated Yield Payment
  - b. Access issue under discussion. Maurice and Chris Ormiston farm the adjacent farm parcels. District lacks equipment access to Henneberry Forest Preserve.
2. Baker Woods Forest Preserve, Kyle Connell, 106.7 ac @ \$207 per acre
  - a. Calculated Yield Payment
  - b. Contract Year 2 of 3 – no action anticipated  
TBD Aux Sable Springs Park (Holt Road), Kyle Connell, 8.5 ac @ \$TBD
  - c. 1-year soybean production to support OSLAD-funded cropland conversion



3. Baker Woods Hay Contract – 50/50 production crop share including small baling of the District's portion; District surplus buy-back price extended per small bale, and per-bale storage and delivery cost extended for the District's share.
  - a. Kyle Connell has informed the District he does not intend to renew the hay production contract for 2020. A local farmer, Jeremiah Finnestad, has offered to assume the hay contract for 2020.
  - b. Direction is requested from the Finance Committee on whether to bid a 3-year contract, or enter into a 1-year agreement.

**Additional Recommendations:**

1. Present the farm license agreement to Commission for Henneberry Forest Preserve based on the response from Maurice and Chris Ormiston.
2. Present the farm license agreement to Commission for Aux Sable Springs Park based on the response from Kyle Connell.
3. Complete the hay contract with Jeremiah Finnestad, or prepare bid documents for the Baker Woods hay production agreement per direction from the Finance Committee.



Kendall County Forest Preserve District Finance Committee  
2020 Farm License Agreements  
30-Jan-20

<u>Forest Preserve Property ID</u>	<u>Licensee</u>	<u>2020 Rate</u>	<u>Base Rent Calculations</u>	<u>Acres</u>	<u>IDNR-OSLAD, ICECF and NPS-LWCF Funded Projects</u>	<u>Acres in Production Scheduled for Cropland Conversion (3-year plan)</u>	<u>Notes</u>
Baker Woods	Connell	\$207.00	\$22,086.90	106.7			Year 2 of 3-Year Contract
Millbrook North	Mathre	\$200	\$31,462.00	157.31			BrighterDaze Farm Cooperative Access Agreement
Millbrook South	Mathre	\$215	\$25,494.70	118.58	X	TBD	
Millington	Mathre	\$180	\$22,933.80	127.41			
			\$79,890.50	403.3			
Henneberry	Ormiston	\$100	\$375.00	3.75			
Henneberry	TBD	\$195	\$10,042.50	51.5			For discussion - access issue
Little Rock Creek	Anderson	\$100	\$600.00	6	X	6	
Aux Sable Creek	TBD	TBD	TBD	8	X	8	Conversion funded by Minooka
<b>TOTALS</b>			<b>\$112,994.90</b>	<b>571.25</b>		<b>14</b>	

FY20 Budget Projections \$123,019.00  
Yield Payment (Est.) \$10,024.10

<b>Baker Woods 50/50 Hay Contract</b>	<b>Field A (AC.)</b>	<b>Field B (AC.)</b>	<b>Field C (AC.)</b>	<b>Inputs</b>	<b>Farm Operator Surplus Buyback</b>	<b>Storage</b>
22.75 total acres	14.25	2.5	6 50/50 alfalfa	50% of cost	\$3.50 per bale	\$1.00 per bale + \$3 per mile for delivery
Small Bale Est. (2018) 3,300	Placed out for Bid in February for March Bid Opening - Recommend 3-Year Contract					



## **FARM LEASE AGREEMENT #20-XX-XXX**

AGREEMENT made this 4<sup>th</sup> day of February, 2020 between the KENDALL COUNTY FOREST PRESERVE DISTRICT, a Body Corporate and Politic, 110 West Madison Street, Yorkville, IL, 60560, Licensors; and Mark Mathre, of 16770 Lisbon Center Road, Newark, IL, 60541, and Tom Mathre, of 14109 Hughes Road, Newark, IL, 60541, Licensee, including all heirs and assigns.

WHEREAS, the Licensors are the owners of certain lands situated in the County of Kendall, Township of Fox and State of Illinois described as:

PIN#s: 04-03-300-002; 04-04-400-007; 04-04-400-011; 04-09-100-008; 04-10-100-001 (Millbrook North); and,

PIN#s: 04-16-151-007; 04-17-200-008; 04-17-300-003; 04-17-400-003; 04-20-200-001 (Millbrook South); and,

PIN#s: 04-28-300-002; 04-29-300-011; 04-29-300-013; 04-32-100-007; 04-32-100-005; 04-32-100-009 (Millington).

WHEREAS, Licensee desires to use the above-described real estate, for farming purposes with the structures utilized for the storage of crops and farm implements, and Licensors desire to have the real estate farmed and the buildings utilized.

WHEREAS, both Licensee and Licensors hereby agree that there are 157.31 tillable acres on the Millbrook North Parcel, 118.58 tillable acres on the Millbrook South Parcel, and 127.41 tillable acres on the Millington Parcel suitable for row crops, these tillable acres hereinafter referred to as the 'Subject Property'; and the Licensors hereby grant to the Licensee a farm License in exchange for the following goods, services, and considerations, submitted as a use fee for a term of one (1) year, beginning on February 5, 2020, and ending on December 31, 2020 subject to the conditions and limitations hereinafter mentioned.

Licensee shall pay Licensors a Base Rate of \$200 per tillable acres on the Millbrook North Parcel, \$215 per tillable acre on the Millbrook South Parcel, and \$180 per tillable acre on the Millington Parcel for the License year. The Base Rate shall be payable no later than May 31, 2020, and Licensee agrees that failure to pay by this date may terminate this License.

Licensee shall pay Licensors a Flexible Rate equal to:  
(((Average Grain Price - Basis) x Yield) + Crop Insurance) x 33.33% - Base Rent  
(See Exhibit A for example.)

Average Grain Price shall be calculated by utilizing the closing price on the Chicago Board of Trade futures market on the first trading day of each month from January through October. The Basis shall be fixed at \$0.30 for corn and \$0.40 for soybeans.

The Yield shall be the amount of dry bushels harvested divided by the tillable acres as provided on page 1 of this agreement.



Crop Insurance shall be any funds from a multi-peril or crop hail claim on the Subject Property collected by the Licensee, less the premiums paid on such policy(s).

The Flexible Rate is payable on or before December 31, 2020. Should the computed Flexible Rate be less than the Base Rate, then the Base Rate shall be the total due to Licensor.

NOW, THEREFORE, in consideration of the grants, covenants, and conditions of this Agreement, IT IS HEREBY AGREED AS FOLLOWS:

1. The proceeding introductory language is made a part hereof and incorporated herein.
2. This Agreement grants only a contractual license to use the Subject Property under the terms and conditions state above. Further, the rights granted by District herein shall vest only in Licensee and no such rights shall vest in any of Licensee's employees, agents, subcontractors or partners, if any. Nothing in this Agreement shall be construed to convey to Licensee any legal or equitable interest in the Subject Property.
3. Licensor makes no claims as to the tax status of the Subject Property. In the event the Subject Property should be assessed and taxed pursuant to the process outlined in 35 ILCS 205/19, it shall be the obligation of the Licensee to pay such taxes as are incurred during the term of this license. In the event the Subject Property becomes taxable at any time during the term of this License, Licensee shall be required to pay those taxes that are incurred during the term of this License. At the termination of this Agreement, Licensee shall pay tax incurred during the term of this license, though not yet due and owing. Where taxes have yet to be determined, Licensee shall pay the estimated taxes based on 100% of the previous year's taxes. Any such taxes shall be prorated as needed.
4. The Licensor agrees that the Licensee may, without further license on the part of the Licensor, use the Subject Property for the purpose of farming the land. If there are highly erodible soils on the Subject Property, the Licensee is responsible for maintaining the soil according to the methods adopted in Licensee's farming plan approved by the Kendall County Soil and Water Conservation District. Said report must be submitted to the Licensor on or before ground breaking on the first year covered by this License. Failure to submit this report by this date may terminate this License.
5. The Licensee has inspected the Subject Property and structures prior to signing this Agreement and accepts the conditions of these "as is."
6. The Licensee agrees to farm the Subject Property in a husband-like manner, utilizing conservation tillage methods.
7. Licensee shall keep and provide to the Licensor the following records:
  - A. Soil Samples – The Licensee shall conduct annual soil testing (2.5 acre grid), with such costs split evenly with the Licensor. Soil test results shall be due to the Licensor by December 31, 2020. The Licensee shall apply the minimum amount of fertilizer required to maintain the soil fertility at:
    - i. For corn, elemental P (phosphorus) shall be maintained at 80 pounds per acre and elemental K (potassium) shall be maintained at 50 pounds per acre.



- ii. For soybeans, elemental P (phosphorus) shall be maintained at 50 pounds per acre and elemental K (potassium) shall be maintained at 75 pounds per acre.
  - B. Global Positioning System data of crops and yields harvested.
  - C. Fertilizers and rates applied.
  - D. Pesticide applications, including dates of applications, types and amounts of pesticide used, fields treated, and the identity of the applicator for each application.
8. Fertilizer replacement of P (phosphorus) and K (potassium) will be calculated using crop removal method as outlined in the Illinois Agronomy Handbook. Replacement of P and K for a crop year calculated on total nutrient removal per tillable acre and applied at the Licensee's expense for product and application. No carry over credit will be allowed from previous year's application.
9. If Licensee applies limestone to the Subject Property, the cost of the limestone will be depreciated at 25% annually. If the Licensee farms the Subject Property for a period less than four (4) years, the Licensor will reimburse the Licensee for the cost of the limestone less the total annual depreciation. Lime shall be applied when less than 6.2.
10. The Licensee shall deliver and sell the crop yield to no buyers other than those listed below without the written approval of the Licensor. Licensee shall provide grain sheets to Licensor.
- A. \_\_\_\_\_
  - B. \_\_\_\_\_
  - C. \_\_\_\_\_
11. It is agreed that the tillable land on this farm should be devoted to row crops. The Licensor may require an un-tilled buffer a minimum of 10 feet from certain woodlands or waterways. This buffer shall be planted with a cover crop by the Licensee at the inception of this Licensee with a seed mix approved by Licensor. Licensor shall provide a map to Licensee showing buffer areas to be planted.
12. Pesticide Use
- A. Licensee shall, and shall cause all other persons working on the Subject Property, to follow all label instructions of any pesticides used on the Subject Property. Upon signing this Agreement, Licensee shall supply Licensor with a copy of a valid State of Illinois pesticide applicator's license for each person who will be applying pesticide on the Subject Property during the term of this Agreement. If any such licenses expire during the term of this Agreement, Licensee shall be responsible for obtaining a renewal or new license to replace such an expired license and shall promptly provide Licensor with a copy thereof.
  - B. No pesticides shall be stored on the Subject Property unless they are in original, labeled containers, and then only during the period during which such pesticide is applied, which shall not exceed ten (10) days.
  - C. Licensee shall provide Licensor with a record of pesticide applications, including dates of applications, types and amounts of pesticide used, fields treated, and the identity of the applicator for each application.



- D. Licensee is responsible, at the Licensee's sole expense, to repair any damage done to native vegetation due to pesticide drift and to repair rutting caused by farm equipment in non-tilled areas owned by the Licensor.
13. Licensee shall comply with all federal, state, and local laws, ordinances, rules and regulations that regulate, restrict or prohibit any material defined therein as a hazardous, radioactive, toxic or carcinogenic material, substance, pollutant, or contaminant when using such materials on the Subject Property.
14. The Licensee agrees to pay all utility charges and services to the structures located on the property for the term of this Agreement. This includes a drying fee of \$0.01 per bushel capacity for use of the grain dryers at Millbrook South Forest Preserve, with capacity based on use estimated at 20,000 bushels, or \$200.00, invoiced for payment in November 2020, and included as part of the utility charge reimbursement invoice.
15. Licensee shall use the structures on Licensor property for storage purposes only and shall not permit anyone other than Licensee to utilize the structures without the prior written consent of the Forest Preserve Director. No dogs, cats, birds, or other animals or pets shall be kept in or about the structures. Licensee shall not permit the structures or surrounding property to be used for any unlawful purposes or in any manner that will unreasonably disturb neighbors or other tenants. Licensee shall not allow any signs or placards to be posted or placed on the structures without the prior written consent of the Forest Preserve Executive Director.
16. Licensee has inspected the structures prior to signing this Agreement and accepts this License with knowledge and concurrence of the existing condition of the structures. Licensee shall not make, permit, or allow any additions to or alterations of the structures without prior written consent of the Forest Preserve Director. Licensee shall deliver structures to District at the expiration or termination of this Agreement in as good condition as received, ordinary wear and tear expected. Repairs necessitated and routine maintenance shall be at the expense of the Licensee.
17. The Licensee agrees to take care of the Subject Property and the structures, not to alter or change the physical landscape of the Subject Property, or the structures on said property and to farm and to maintain improvements in a careful and prudent manner.
18. Upon termination of this Agreement, Licensor may request the Licensee to provide services associated with restoration of the Subject Property. Such services may include plowing, herbiciding, tilling, seeding, and maintenance mowing.
19. Licensor reserves the right to enter upon said land to inspect, make improvements thereon, and for any and all lawful purposes arising from the ownership of the land so long as it does not interfere with the rights of the Licensee, as provided in this License.
20. The Licensee agrees that this License is purely a personal license to use the Subject Property for farming purposes. The Licensor may terminate this Agreement at any time and for any reason by giving thirty (30) days notice in writing to that effect to the Licensee. In the event of any termination, Licensor shall pay the Licensee for planted but unharvested crops on the Subject Property on the basis of average county yield and unit price, based on available County



data. Fertilizer and pesticide costs for planted but unharvested crops on the Subject Property shall be reimbursed, provided that the Licensee provides fertilizer and pesticide receipts for these costs. Other than amount for planted but unharvested crops, fertilizer and pesticide costs, as provided in this section, Licensee hereby waives its rights to request or seek any other amount from Licensor in the event the License granted herein is terminated.

21. Insurance & Liability

- A. The Licensee shall maintain one million dollars (\$1,000,000.00) of liability insurance on the Subject Property with an insurance company acceptable to the Licensor. Licensee shall purchase insurance with said company naming the Licensor as additional insured on the liability policy. Proof of such coverage must be on file with the Licensor on or before March 31, 2020. Failure to submit such proof by this date may terminate this License. Policy must cover all contractors hired by the Licensee to apply soil amendments, pesticides, or for other purposes, or the contractor must provide proof of insurance for the above referenced amount.
- B. Licensee shall obtain and maintain, at the Licensee's expense, appropriate and adequate insurance coverage for the Licensee's personal property in amounts determined by the Licensee to be adequate. Licensee shall provide a copy of all insurance policies to Licensor upon request of Licensor.
- C. Licensee shall hold harmless, indemnify, and defend the Licensor, its Commissioners, Officers, Agents, Attorneys and Employees against any and all losses, expenses, claims, costs, causes and damages, including without limitation litigation costs and attorneys' fees, on account of (a) any failure on the part of the Licensee to perform or comply with any terms or conditions of this Agreement, or (b) any personal injuries or death or damages to property arising from, occurring, growing out of, incident to, or resulting directly or indirectly from the grant of this License or the use of the Subject Property or the structures by Licensee. The provisions of this section shall be in addition to, and shall not be limited by, the amounts of any insurance provided by Licensee pursuant to this Agreement.

22. This License is not assignable or transferable to any person, company, or corporation, in whole or in part.

23. It is mutually agreed that the Licensee is an independent contractor, not subject to the control of the Licensor and is not an employee of the Licensor.

24. Licensee shall, and without any charge to District, keep the Subject Property free of any and all liens against the Subject Property in favor of any person whatsoever for or by reason of any equipment, material, supplies or other item furnished, labor performed or other thing done in connection with Licensee's use or occupancy of the Subject Property (a "Lien"). If the Subject Property becomes encumbered with any Lien, Licensor may, at Licensor's option, terminate this Agreement or direct Licensee to remove any such lien from the subject property. Licensee shall remove such Lien promptly and, in any event, not later than five (5) days after being directed to do so in writing by District. District shall have the right to remove or satisfy any Lien upon the Subject Property at any time with or without notice to Licensee, and shall be reimbursed by Licensee within ten (10) days after such amount is incurred, any amount that District incurs to remove or satisfy the Lien, including the costs, expenses, attorneys' fees, and administrative expenses incurred by District in connection therewith or by reason thereof.



25. Licensee shall give all notices, pay all fees, and take all other action that may be necessary to ensure that all activities on the Subject Property are provided, performed, and completed in accordance with all applicable laws, statutes, rules, regulations, ordinances, and requirements, and all required governmental permits, licenses or other approvals and authorizations that may be required in connection with providing, performing, and completing such activities.

26. This Agreement shall be interpreted and enforced under the laws of the State of Illinois and the parties agree that the venue for any legal proceeding between them shall be Kendall County, Twenty-third Judicial Circuit, State of Illinois.

27. In any action with respect to this Agreement, the parties are free to pursue any legal remedies at law or in equity. The prevailing party by 75% or more of damages sought, in any action brought pursuant to this Agreement shall be entitled to reasonable attorneys' fees and court costs arising out of any action or claim to enforce the provisions of this Agreement.

28. If any provision of this Agreement shall be held invalid, the validity of any other provision of this Agreement that can be given effect without such invalid provision shall not be affected thereby. The waiver of one breach of any term, condition, covenant or obligation of this Agreement shall not be considered to be a waiver of that or any other term, condition, covenant or obligation or of any subsequent breach thereof.

29. This Agreement represents the entire agreement between the parties and there are no other promises or conditions in any other agreement whether oral or written. This agreement supersedes any prior written or oral agreements between the parties and may not be modified except in writing acknowledged by both parties.

Licensor - Kendall County Forest Preserve District

By: \_\_\_\_\_  
Judy Gilmour, President

Date: \_\_\_\_\_

Licensee:

By: \_\_\_\_\_  
Mark Mathre, Farm Operator

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Tom Mathre, Farm Operator

Date: \_\_\_\_\_



## Exhibit A

### Flexible Rate Calculation Example

For the following values for a 100 acre site with a base rent of \$200 per acre:

Average grain price = Corn \$5 per bushel

Basis = \$0.30 per bushel

Yield = 200 bushels per acre x 100 acres = 20,000 bushels

Crop Insurance = 0

Base Rent = 100 acres x \$200 per acre = \$20,000

$$(((\text{Average Grain Price} - \text{Basis}) \times \text{Yield}) + \text{Crop Insurance}) \times 33.33\%) - \text{Base Rent}$$

$$(((\$5 - \$0.30) \times 20,000) + 0) \times 33.33\% - \$20,000 = \$11,330.20$$

The base rate amount is due May 31.

The flexible rate amount is due December 31.



**FARM LICENSE AGREEMENT #20-XX-XXX**

**Little Rock Creek Forest Preserve Property**

AGREEMENT made this 4<sup>th</sup> day of February, 2020 between the KENDALL COUNTY FOREST PRESERVE DISTRICT (hereinafter "Licensor"), a Body Corporate and Politic, 110 West Madison Street, Yorkville, IL, 60560, and the Licensee, Tom Anderson of 628 Rustic Rook Drive, Somonauk, IL 60552, including all heirs and assigns.

WHEREAS, the Licensor is the owner of certain lands situated in the County of Kendall, Township of Little Rock Creek and State of Illinois described as:

PIN#s: 01-33-400-006 (full) and 01-33-200-004 (partial)

WHEREAS, Licensee desires to use a portion of the above-described real estate for farming purposes, and Licensor desires to have the real estate farmed.

WHEREAS, both Licensee and Licensor hereby agree that there are 6.25 tillable acres suitable for row crops on the above referenced parcels, these tillable acres hereinafter referred to as the 'Subject Property'; and the Licensor hereby grants to the Licensee a farm license in exchange for the following goods, services, and considerations, submitted as a use fee for a term of one (1) year, beginning on February 5, 2020, and ending on December 31, 2020 subject to the conditions and limitations hereinafter mentioned, with the per acre fee and license including the use of the farm equipment storage building located along Burr Oak Road on parcel 01-33-400-006 beginning on February 5, 2020 and ending on February 15, 2021.

WHEREAS, Licensee shall pay Licensor a Base Rate of \$100 per tillable acre for the License year. The Base Rate shall be payable no later than May 30, 2020, and Licensee agrees that failure to pay by this date may terminate this License.

NOW, THEREFORE, in consideration of the grants, covenants, and conditions of this Agreement, IT IS HEREBY AGREED AS FOLLOWS:

1. The proceeding introductory language is made a part hereof and incorporated herein.
2. This Agreement grants only a contractual license to use the Subject Property under the terms and conditions state above. Further, the rights granted by District herein shall vest only in Licensee and no such rights shall vest in any of Licensee's employees, agents, subcontractors or partners, if any. Nothing in this Agreement shall be construed to convey to Licensee any legal or equitable interest in the Subject Property.
3. The Licensor agrees that the Licensee may, without further license on the part of the Licensor, use the Subject Property for the purpose of farming the land. If there are highly erodible soils on the Subject Property, the Licensee is responsible for maintaining the soil according to the methods adopted in Licensee's farming plan approved by the Kendall County Soil and Water Conservation District. Said report must be submitted to the Licensor on or before ground breaking on the first year covered by this License. Failure to submit this report by this date may terminate this License.



4. The Licensee has inspected the Subject Property and structures prior to signing this Agreement and accepts the conditions of these "as is."
5. The Licensee agrees to farm the Subject Property in a husband-like manner, utilizing conservation tillage methods.
6. Licensee shall keep and provide to the Licensor the following records:
  - A. Soil Samples – The Licensee shall conduct annual soil testing (2.5 acre grid), with such costs split evenly with the Licensor. Soil test results shall be due to the Licensor by December 30, 2020. The Licensee shall apply the minimum amount of fertilizer required to maintain the soil fertility at:
    - i. For corn, P (phosphorus) shall be maintained at 80 pounds per acre and K (potassium) shall be maintained at 50 pounds per acre.
    - ii. For soybeans, P (phosphorus) shall be maintained at 50 pounds per acre and K (potassium) shall be maintained at 75 pounds per acre.
  - B. Global Positioning System data of crops and yields harvested.
  - C. Fertilizers and rates applied.
  - D. Pesticide applications, including dates of applications, types and amounts of pesticide used, fields treated, and the identity of the applicator for each application.
7. Fertilizer replacement of P (phosphorus) and K (potassium) will be calculated using crop removal method as outlined in the Illinois Agronomy Handbook. Replacement of P and K for a crop year calculated on total nutrient removal per tillable acre and applied at the Licensee's expense for product and application. No carry over credit will be allowed from previous year's application.
8. If Licensee applies limestone to the Subject Property, the cost of the limestone will be depreciated at 25% annually. If the Licensee farms the Subject Property for a period less than four (4) years, the Licensor will reimburse the Licensee for the cost of the limestone less the total annual depreciation. Lime shall be applied when less than 6.2.
9. The Licensee shall deliver and sell the crop yield to no buyers other than those listed below without the written approval of the Licensor.
  - A. \_\_\_\_\_
  - B. \_\_\_\_\_
  - C. \_\_\_\_\_
10. It is agreed that the tillable land on this farm should be devoted to row crops. The Licensor may require an un-tilled buffer a minimum of 10 feet from certain woodlands or waterways. This buffer shall be planted with a cover crop by the Licensee at the inception of this Licensee with a seed mix approved by Licensor. Licensor shall provide map to Licensee showing buffer areas to be planted.
11. Pesticide Use
  - A. Licensee shall, and shall cause all other persons working on the Subject Property, to follow all label instructions of any pesticides used on the Subject Property. Upon signing this Agreement, Licensee shall supply Licensor with a copy of a valid State of Illinois



pesticide applicator's license for each person who will be applying pesticide on the Subject Property during the term of this Agreement. If any such licenses expire during the term of this Agreement, Licensee shall be responsible for obtaining a renewal or new license to replace such an expired license and shall promptly provide Licensor with a copy thereof.

- B. No pesticides shall be stored on the Subject Property unless they are in original, labeled containers, and then only during the period during which such pesticide is applied, which shall not exceed ten (10) days.
- C. Licensee shall provide Licensor with a record of pesticide applications, including dates of applications, types and amounts of pesticide used, fields treated, and the identity of the applicator for each application.
- D. Licensee is responsible, at the Licensee's sole expense, to repair any damage done to native vegetation due to pesticide drift and to repair rutting caused by farm equipment in non-tilled areas owned by the Licensor.

12. Licensee shall comply with all federal, state, and local laws, ordinances, rules and regulations that regulate, restrict or prohibit any material defined therein as a hazardous, radioactive, toxic or carcinogenic material, substance, pollutant, or contaminant when using such materials on the Subject Property.

13. The Licensee agrees to take care of the Subject Property, not to alter or change the physical landscape of the Subject Property and to farm and to maintain improvements in a careful and prudent manner.

14. Upon termination of this Agreement, Licensor may request the Licensee to provide services associated with restoration of the Subject Property. Such services may include plowing, herbiciding, tilling, seeding, and maintenance mowing.

15. Licensor reserves the right to enter upon said land to inspect, make improvements thereon, and for any and all lawful purposes arising from the ownership of the land so long as it does not interfere with the rights of the Licensee, as provided in this License.

16. The Licensee agrees that this License is purely a personal license to use the Subject Property for farming purposes. The Licensor may terminate this Agreement at any time and for any reason by giving thirty (30) days notice in writing to that effect to the Licensee. In the event of any termination, Licensor shall pay the Licensee for planted but unharvested crops on the Subject Property on the basis of average county yield and unit price, based on available County data. Fertilizer and pesticide costs for planted but unharvested crops on the Subject Property shall be reimbursed, provided that the Licensee provides fertilizer and pesticide receipts for these costs. Other than amount for planted but unharvested crops, fertilizer and pesticide costs, as provided in this section, Licensee hereby waives its rights to request or seek any other amount from Licensor in the event the License granted herein is terminated.

17. Insurance & Liability

- A. The Licensee shall maintain one million dollars (\$1,000,000.00) of liability insurance on the Subject Property with an insurance company acceptable to the Licensor. Licensee shall purchase insurance with said company naming the Licensor as additional insured on the liability policy. Proof of such coverage must be on file with the Licensor on or before



March 31st of the first year of the License. Failure to submit such proof by this date may terminate this License. Policy must cover all contractors hired by the Licensee to apply soil amendments, pesticides, or for other purposes, or the contractor must provide proof of insurance for the above referenced amount.

- B. Licensee shall obtain and maintain, at the Licensee's expense, appropriate and adequate insurance coverage for the Licensee's personal property in amounts determined by the Licensee to be adequate. Licensee shall provide a copy of all insurance policies to Licensor upon request of Licensor.
- C. Licensee shall hold harmless, indemnify, and defend the Licensor, its Commissioners, Officers, Agents, Attorneys and Employees against any and all losses, expenses, claims, costs, causes and damages, including without limitation litigation costs and attorneys' fees, on account of (a) any failure on the part of the Licensee to perform or comply with any terms or conditions of this Agreement, or (b) any personal injuries or death or damages to property arising from, occurring, growing out of, incident to, or resulting directly or indirectly from the grant of this License or the use of the Subject Property or the structures by Licensee. The provisions of this section shall be in addition to, and shall not be limited by, the amounts of any insurance provided by Licensee pursuant to this Agreement.

18. This License is not assignable or transferable to any person, company, or corporation, in whole or in part.

19. It is mutually agreed that the Licensee is an independent contractor, not subject to the control of the Licensor and is not an employee of the Licensor.

20. Licensee shall, and without any charge to District, keep the Subject Property free of any and all liens against the Subject Property in favor of any person whatsoever for or by reason of any equipment, material, supplies or other item furnished, labor performed or other thing done in connection with Licensee's use or occupancy of the Subject Property (a "Lien"). If the Subject Property becomes encumbered with any Lien, Licensor may, at Licensor's option, terminate this Agreement or direct Licensee to remove any such lien from the subject property. Licensee shall remove such Lien promptly and, in any event, not later than five (5) days after being directed to do so in writing by District. District shall have the right to remove or satisfy any Lien upon the Subject Property at any time with or without notice to Licensee, and shall be reimbursed by Licensee within ten (10) days after such amount is incurred, any amount that District incurs to remove or satisfy the Lien, including the costs, expenses, attorneys' fees, and administrative expenses incurred by District in connection therewith or by reason thereof.

21. Licensee shall give all notices, pay all fees, and take all other action that may be necessary to ensure that all activities on the Subject Property are provided, performed, and completed in accordance with all applicable laws, statutes, rules, regulations, ordinances, and requirements, and all required governmental permits, licenses or other approvals and authorizations that may be required in connection with providing, performing, and completing such activities.

22. This Agreement shall be interpreted and enforced under the laws of the State of Illinois and the parties agree that the venue for any legal proceeding between them shall be Kendall County, Twenty-third Judicial Circuit, State of Illinois.



23. In any action with respect to this Agreement, the parties are free to pursue any legal remedies at law or in equity. The prevailing party by 75% or more of damages sought, in any action brought pursuant to this Agreement shall be entitled to reasonable attorneys' fees and court costs arising out of any action or claim to enforce the provisions of this Agreement.

24. If any provision of this Agreement shall be held invalid, the validity of any other provision of this Agreement that can be given effect without such invalid provision shall not be affected thereby. The waiver of one breach of any term, condition, covenant or obligation of this Agreement shall not be considered to be a waiver of that or any other term, condition, covenant or obligation or of any subsequent breach thereof.

25. This Agreement represents the entire agreement between the parties and there are no other promises or conditions in any other agreement whether oral or written. This agreement supersedes any prior written or oral agreements between the parties and may not be modified except in writing acknowledged by both parties.

Licensor: Kendall County Forest Preserve District

By: \_\_\_\_\_  
Judy Gilmour, President

Date: \_\_\_\_\_

Licensees:

By: \_\_\_\_\_  
Tom Anderson

Date: \_\_\_\_\_



To: Kendall County Forest Preserve District  
 From: Mark and Tom Mathre, Farm Operators  
 RE: Proposal for Cover Crop Installation - Fox River Bluffs  
 Date: 30-Jan-20

*\*Seed to be supplied by the Kendall County Forest Preserve District and delivered to the Mathre farmstead.*

Reforestry Area	Acres	Cost per Acre	Total
Disking (8-bar harrow)	58.78	\$15.00	\$881.70
Broadcasting Seeding (Oats and Seed)	58.78	\$15.00	\$881.70

Prairie Restoration Area	Acres	Cost per Acre	Total
Broadcast Seeding (Spring Oats)	36.58	\$8.00	\$292.64

<b>Total Cost</b>	<b>\$2,056.04</b>
-------------------	-------------------

Seed to be installed	Genus/Species	Type	Quantity (lb./acre)	Total Installed (lb.)
Reforestry Area		Spring Oats	35	2,057.30
	<i>Phleum pratense</i>	Timothy Grass	3	176.34
	<i>Agrostis gigantea</i>	Redtop Grass	3	176.34
Prairie Restoration Area		Spring Oats	35	1,280.30
Spring Oats Total				3,337.60



To: Kendall County Forest Preserve District Finance Committee  
From: David Guritz, Executive Director  
RE: 2021 RTP Grant – Village of Minooka – Aux Sable Springs Park  
Date: January 30, 2020

The District was approached by the Village of Minooka to determine interest in financial support towards a 2021 RTP grant to complete Phase II trail improvements at Aux Sable Springs Park.

While the trail construction will take place on Village-owned parcels, the proposed wetland loop trail will offer expanded outdoor recreational opportunities to Kendall County residents, with the trail loop connecting to the current OSLAD-funded Phase I trail, canoe launch, and small parking lot that will be constructed on the co-owned parcel.

**Recommendation:**

Consider a motion to forward a proposal to Commission for extending a partner-matching contribution and letter of support for the Village of Minooka's FY21 RTP grant application. The recommended contribution is \$5,000.00.





January 27, 2020

Dan Duffy  
Village Administrator  
Village of Minooka  
121 E McEvilly Road  
Minooka, Illinois 60447

RE: Aux Sable Springs RTP Grant Preparation

Dear Dan,

Thank you for contacting Upland Design to assist with grant writing for a Recreation Trails Program Grant through the Illinois Department of Natural Resources. Please find enclosed a proposal for professional services to assist the Village.

An agreement is also attached for your review.

Sincerely,

A handwritten signature in black ink, appearing to read "Michelle Kelly".

Michelle A. Kelly, PLA, CPSI  
Principal Landscape Architect  
mkelly@uplandDesign.com

Village of Minooka– Aux Sable Springs RTP Grant Application  
Page 1 of 3

**Upland Design Ltd.**  
1250 W 18th Street, **Chicago**, IL 60608      24042 Lockport Street, **Plainfield**, IL 60544  
815.254.0091 [uplandDesign.com](http://uplandDesign.com)



# **Aux Sable Springs Park Grant Preparation**

## **Village of Minooka**

### **2021 Illinois Department of Natural Resources Federal Recreation Trail Program Grant Application**

**Project Background:** The State of Illinois Department of Natural Resources has an estimated \$750,000 available for RTP grant funding. Grant allowed expenditures include development of new recreation trails in a natural outdoor setting. Grant funding is up to \$200,000 with an 80% match. The Village of Minooka would like to submit a grant for Aux Sable Spring Park trails.

**Grant Preparation:** Upland Design Ltd proposed to prepare an IDNR 2021 RTP grant. Upland Design will share a list of required items that the Village will need to provide. A phone meeting can be held to review these items.

Upland Design will prepare one IDNR RTP grant submittal for the project. We will work closely with the Village of Minooka to obtain all necessary documents. Application elements include:

- Grant application forms
- GATA documents/forms
- General Project Data and Narrative Statement
- Project Plan in Grant Submittal Format
- Sketches and Elevations of Project Elements
- Cost Estimate
- FEMA Flood Map
- Acquisition Data
- Budget
- Premise Plat Map (provided by Village)
- Location Map
- National Wetland Map
- Environmental Assessment Statement
- Cultural Resources, Endangered Species and Wetland Report form

The Minooka Village will vote on a Resolution of Authority for the grant submittal, pay grant submission fees and any grant award fees.

Village Staff will review the final grant submittal and Upland Design will make final changes based on the input. The documents will then be submitted to IDNR in paper format as required. The Village will update any GATA information and keep this information updated as required for the grant. The final grant submission will be emailed to the Village in digital format. The Village of Minooka will provide a \$300 check for the IDNR required grant submission fee.



**Professional Fees:**

For the work described herein, a lump sum fee:

RTP Grant Preparation: \$ 5,500

If the Village requests additional meetings, changes to the work or additional work, we can provide these services at our listed hourly rates or an agreed upon cost. No additional fee shall be charged without written agreement from the Village.

**Reimbursable Expenses:**

Items beyond the professional fees will include postage and printing of drawings along with mileage reimbursement. These will be invoiced to the Village at Upland Design's direct cost without mark-up. Mileage reimbursement will be at current IRS rates. The Village will provide a \$300 check for the IDNR Grant Submission Fee.

**Excluded Services:**

The Firm and their design team will not be responsible for the following:

Wetland delineation, archeological services, surveys, construction documents, grant preparation or permits document preparation as part of these services.



# AUX SABLE SPRINGS COMMUNITY PARK

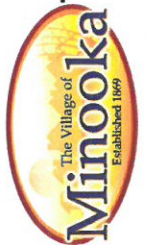
September 15, 2014  
 - Approved 2014  
 - Approved 2014  
 - Approved 2014



charlesvincentgeorge  
 ARCHITECTS



## Preliminary Master Plan





To: Kendall County Forest Preserve District Finance Committee

From: David Guritz, Executive Director

RE: Kubota 72" Commercial Snow Blade Attachment

Date: January 30, 2020

The District has received two quotes for the purchase and installation of a Kubota 72" commercial blade to assist with snow removal at Hoover Forest Preserve.

DeKane Equipment Corp. of Big Rock, Illinois submitted the low-quote total for \$5,665.00, with Russo of Schiller Park, Illinois submitting a base price of \$6,587.00.

Recommendation:

Consider a motion to forward the DeKane Equipment Corp. proposal for the purchase and installation of a Kubota 72" commercial blade with quick hitch, hydraulic pump, and hydraulic valve kit in the amount of \$5,665.00.



## QUOTATION

**Dekane Equipment Corporation**

47W619 US RTE 30

Big Rock, IL 60511

Phone # 630-556-3271

Fax # 630-556-3079

Cell # 630-918-7828

Representative: Ken Johnson

K6JCLUB3@AOL.COM

www.dekane.com

To: Kendall Co Forest Preserve

Address: \_\_\_\_\_

City: \_\_\_\_\_

State/Zip: \_\_\_\_\_

Email: 630-774-1683

Phone: \_\_\_\_\_

Cell: \_\_\_\_\_

Fax: \_\_\_\_\_

MFR	PRODUCT NUMBER	DESCRIPTION	QUANTITY	PRICE
1		Kubota V5290 72" Commercial Blade w/ Quick Hitch - Aux Hyd. Pump Hyd. Valve Kit (This price includes INSTALLATION)		\$5665. <sup>00</sup>
1		Kubota V5260 60" Rotary Broom Quick Hitch - Aux Hyd. Pump - Hyd Valve Kit 3rd Function Valve - Oil Cooler Hand Throttle Kit (This price includes INSTALLATION)		\$8965. <sup>00</sup>
Prices reflected on this quote are valid for 30 days			Total	





9525 W. Irving Park Rd  
Schiller Park, IL 60176

**Sales Quote**  
**SQ10008556**

Bill-to	Ship-to	Order Details	
Kendall County Forest Preserve District Elyse Leannais 110 West Madison Street Yorkville, IL 60560	Kendall County Forest Preserve District Elyse Leannais 110 West Madison Street Yorkville, IL 60560	<b>Sell-to Customer No.</b>	1306476
		<b>Sales Rep</b>	Dan Fiorentino
		<b>Document Date</b>	November 12, 2019
		<b>Shipment Method</b>	
		<b>Payment Terms</b>	Net 45 Days

Item Number	Description	Quantity	Net	Total
V5289KUB	Front Quick Hitch And Subframe	1	700.00	700
V5272KUB	Auxiliary Hydraulic Pump - D1105	1	395.00	395
V5233KUB	3Rd Function Hydraulic Valve Upgrade Kit	1	284.00	284
V5232KUB	Hydraulic Valve Kit / 2-Function	1	1,919.00	1,919
V5240KUB	Hydraulic Oil Cooler	1	1,164.00	1,164
V5290KUB	72" Commercial Blade	1	1,475.00	1,475
V5260KUB	60" Rotary Broom	1	2,909.00	2,909
V5245KUB	Hand Throttle Kit	1	129.00	129
SERVSUBLET	Service Sublet Labor	1	450.00	450
FREIGHTIN	Freight In	1	200.00	200

Subtotal	9,625.00
Total Tax	0.00
<b>Order Total</b>	<b>9,625.00</b>

Signature: \_\_\_\_\_