

**KENDALL COUNTY FOREST PRESERVE DISTRICT
MEETING AGENDA**

**TUESDAY, AUGUST 18, 2020
9:00 A.M.**

KENDALL COUNTY BOARD ROOM

- I. Call to Order
- II. Pledge of Allegiance
- III. Invocation
- IV. Roll Call
- V. Approval of Agenda
- VI. Public Comments
- VII. Executive Session

CONSENT AGENDA

- VIII. Approval of Minutes
 - Kendall County Forest Preserve District Finance Committee Meeting of July 30, 2020
 - Kendall County Forest Preserve District Commission Meeting of August 4, 2020
- IX. *Approval of Claims in the Amount of \$21,546.00
- X. ***MOTION**: Approval of Hazardous Tree Limb Removals Completed by Kramer Tree Service of West Chicago, Illinois (8-hour Day; Three Technicians with Two "Climbers") for Hazardous Tree Limb Removal along the Harris Forest Preserve Woodland Trail System in the Amount of \$3,750.00
- XI. ***MOTION**: Approval of FY20-21 Fees and Charges for Ellis House and Equestrian Center Lesson Programs
- XII. ***MOTION**: Approval of a Three-Month, 50% Reduction in License Fees for Sunrise Center North, LLC from \$1,600.00 per Month to \$800.00 per Month for the use of Ellis Equestrian Center Facilities for the Months of September, October and November, 2020 due to Operational Impacts from COVID-19
- XIII. ***MOTION**: Approval of a Horsemanship Instructor Hourly Salary Bonus of \$5.00 for each 1-Hour Semi-Private Group Lesson Delivered at Ellis House and Equestrian Center beginning December 1, 2020
- XIV. ***MOTION**: Approval of a Proposal from Midwest Environmental Consulting Services, Inc. for Asbestos Abatement Project Management Services for the Scout Residence Buildings at Hoover Forest Preserve for \$5,684.00, Plus an Additional \$700.00 for Required EPA Air Quality Monitoring Reports, for a Total Cost Not-to-Exceed \$6,384.00
- XV. ***MOTION**: Approval of a Proposal from Kinsale Contracting Group, Inc. of Westmont, Illinois for the Abatement of Asbestos Containing Materials within the Scout Residence Buildings at Hoover Forest Preserve in the Amount of \$12,500.00.
- XVI. ***MOTION**: Approval of Fees and Charges for the Afternoon Adventures (Grades 1-3 and 4-6) Science Enrichment Program of \$360.00 for a 12-week Session

OLD BUSINESS

- No items posted for consideration

NEW BUSINESS

- No items posted for consideration
- XVII. Other Items of Business
 - Millbrook Bridge Removal: Pre-construction Meeting on August 18, 2020
- XVIII. Public Comments
- XIX. Adjournment

(Requires affirmative vote of the majority of those elected (6) for passage (KCFPD Rules of Order Section G.2.b.v.a)*

REMOTE MEETING PARTICIPATION LINKS:

[Join Microsoft Teams Meeting](#)

[+1 309-248-0701](#) United States, Rock Island (Toll)

Conference ID: 836 693 408#

[Local numbers](#) | [Learn more about Teams](#) |

Kendall County Board Room - 111 W. Fox Street - 2nd 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.

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

JULY 30, 2020

I. Call to Order

Commission Gengler called the Finance Committee meeting to order at 6:02 pm in the Kendall County Board Room.

II. Roll Call

Commissioners Cesich, Gengler, Gilmour, and Vickers all were present.

Commissioner Gryder entered the meeting at 6:05 pm.

III. Approval of Agenda

Commissioner Cesich made a motion to approve the agenda as presented. Seconded by Commissioner Vickers. All, aye. Opposed, none.

IV. Public Comments

There were no public comments offered by citizens in attendance.

V. Motion to Forward Claims to Commission

The Finance Committee reviewed the claims list.

Commissioner Cesich made a motion to forward claims to Commission. Seconded by Commissioner Vickers. Aye, all. Opposed, none.

VI. Review of Financial Statements and Cost Center Reports through June 30, 2020

Director Guritz presented an overview of the financial statements and cost center reports through June 30, 2020.

VII. FY21 Operating Fund and Capital Fund Budget Guidelines Discussion

Director Guritz presented the FY21 Operating Fund and Capital Fund Budget Guidelines.

The Finance Committee discussed the F21 budget guidelines, with direction to present the guidelines for discussion to the Committee of the Whole.

VIII. Pickerill-Pigott Phase I OSLAD Project – D Construction Contract Credit for Final Grading and Seeding and Proposed Natural Area Restoration Change Order Requested to the Illinois Department of Natural Resources

Commissioner Cesich made a motion to forward Pickerill-Pigott Phase I OSLAD Project – D Construction Change Order #6 (contract credit) for reducing the scope of work for final grading and seeding, and proposed natural area restoration plan change order request to the Illinois Department of Natural Resources and Commission for approval. Seconded by Commissioner Gilmour. Aye, all. Opposed, none.

IX. Millbrook Bridge Removal Project – Change Order #1 – D Construction Contract Credit for Reduced Scope of Work (Removal of Demolition Requirement for the Two In-Stream Piers)

Director Guritz presented Millbrook Bridge Removal Project - D Construction Contract Credit for Reduced Scope of Work (removal of demolition requirement for the two in-stream piers). No Commission action is needed on the item. The scope of work will not be billed.

X. Illinois Clean Energy Community Foundation – 2020 Natural Area and Land Acquisition Grant Program Opportunities

Director Guritz presented 2020 Natural Area and Land Acquisition Grant Program Opportunities from the Illinois Clean Energy Community Foundation.

Commissioner Gengler made a motion to forward the Illinois Clean Energy Community Foundation Land Acquisition proposal to Commission for consideration. Seconded by Commissioner Cesich. Aye, all. Opposed, none.

Commissioner Gengler made a motion to forward the Illinois Clean Energy Community Foundation K-12 Pollinator grant and Pilot Pollinator Meadow grant program applications to Commission. Seconded by Commissioner Gryder. Aye, all. Opposed, all.

XI. Executive Session

None.

XII. Other Items of Business

a. Land-Cash Fund Balance Report

The Finance Committee discussed Land-Cash Fund balance, which is presently \$151,097.86 as of July 1, 2020.

XIII. Public Comments

Commissioner Gengler discussed moving up the time of KCFPD Finance Committee meeting. The Finance Committee approved a time change for their August 27, 2020 meeting to 4:00 pm.

XIV. Adjournment

Commissioner Cesich made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none. Meeting adjourned at 7:27 pm.

Respectfully submitted,

David Guritz
Executive Director, Kendall County Forest Preserve District

**KENDALL COUNTY FOREST PRESERVE DISTRICT
COMMISSION MEETING MINUTES
AUGUST 4, 2020**

I. Call to Order

President Gilmour called the meeting to order at 6:00 pm in the Kendall County Board Room.

II. Pledge of Allegiance

The Pledge of Allegiance was recited at the start of the Kendall County Board meeting.

III. Invocation

Commissioner Prochaska offered an invocation at the start of the Kendall County Board meeting.

IV. Roll Call

X	Cesich	X	Gryder
X	Flowers	X	Hendrix*
X	Gengler	X	Kellogg
X	Giles*	X	Prochaska
X	Gilmour	X	Vickers*

Commissioners Cesich, Flowers, Gengler, Giles, Gilmour, Gryder, Hendrix, Kellogg, Prochaska, and Vickers were all present. Commissioners Giles, Hendrix and Vickers participated from remote locations.

V. Approval of Agenda

Commissioner Vickers made a motion to approve the Commission meeting agenda as presented. Seconded by Commissioner Hendrix. Roll call: Commissioners Cesich, Flowers, Gengler, Giles, Gilmour, Gryder, Hendrix, Kellogg, Prochaska, and Vickers, aye. Opposed, none.

Motion: Commissioner Vickers					
Second: Commissioner Hendrix					
Roll call: Approval of Agenda					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers
Motion unanimously approved.					

VI. Public Comment

No public comments were offered from citizens in attendance.

VII. Executive Session

Commissioner Hendrix made a motion to enter executive session under 2(c)5 of the Open Meetings Act to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; and under 2(c)11 to discuss litigation when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. Seconded by Commissioner Gryder. Roll call: Commissioners Cesich, Flowers, Gengler, Giles, Gilmour, Gryder, Hendrix, Kellogg, Prochaska, and Vickers, aye. Opposed, none.

Motion: Commissioner Hendrix					
Second: Commissioner Gryder					
Roll call: Enter Executive Session					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers

Motion unanimously approved.

Executive Session called to order at 6:03 pm.

Commissioner Prochaska made a motion to adjourn from executive session. Seconded by Commissioner Flowers. Roll call: Commissioners Cesich, Flowers, Gengler, Giles, Gilmour, Gryder, Hendrix, Kellogg, Prochaska, and Vickers, aye. Opposed, none.

Motion: Commissioner Prochaska						
Second: Commissioner Flowers						
Roll call: Adjourn Executive Session						
Aye	Opposed	Commissioner		Aye	Opposed	Commls
X		Cesich		X		Gryder
X		Flowers		X		Hendrix
X		Gengler		X		Kellogg
X		Giles		X		Prochaska
X		Gilmour		X		Vickers

Motion unanimously approved.

Regular meeting reconvened at 6:41 pm.

CONSENT AGENDA

VIII. Approval of Minutes

- Kendall County Forest Preserve District Committee of the Whole meeting of July 14, 2020
- Kendall County Forest Preserve District Commission meeting of July 21, 2020
- Kendall County Forest Preserve District Planning and Advisory Committee meeting of July 28, 2020

Director Guritz presented minutes for approval from the Kendall County Forest Preserve District Committee of the Whole meeting of July 14, 2020; the Kendall County Forest Preserve District Commission meeting of July 21, 2020; and the Kendall County Forest Preserve District Planning and Advisory Committee meeting of July 28, 2020.

IX. Approval of Claims for an Amount of \$46,578.35

Director Guritz presented claims for an amount of \$46,578.35.

- X. **MOTION: Approval of Change Order #6 for D Construction for the Pickerill-Pigott OSLAD – Phase I Project for a Net Reduction the Amount of (\$39,860.00) for Increasing the Trash Area Concrete Pad and Fence Enclosure for \$7,840.00; Addition of a 15’ X 15’ Concrete Pad for the Hilltop Overlook for \$1,800.00, Reducing the Total Work for Lawn Restoration and Establishment for Pay Item #27 by (\$49,500.00)**

Director Guritz presented change order #6 for D Construction for the Pickerill-Pigott OSLAD – Phase I Project.

Commissioner Prochaska made a motion to approve the consent agenda. Seconded by Commissioner Flowers.

Motion: Commissioner Prochaska					
Second: Commissioner Flowers					
Roll call: Consent Agenda					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers
Motion unanimously approved.					

OLD BUSINESS

No items posted for consideration.

NEW BUSINESS

- XI. MOTION: Approval of the Submission of an Illinois Clean Energy Community Foundation Land Acquisition Grant Proposal for the Proposed Acquisition of Reservation Woods Parcels (12.23-Estimated Acres) for a Grant Request in the Amount of \$151,776.00 Representing 80% of the Maximum Land Purchase Costs plus \$10,000.00 in Restoration Funding, with a Local Project Match Not-to-Exceed \$35,444.00 Representing 20% of the Maximum Land Purchase Cost**

Commissioner Hendrix made a motion to approve the submission of an Illinois Clean Energy Community Foundation land acquisition grant proposal. Seconded by Commissioner Cesich.

Motion: Commissioner Hendrix					
Second: Commissioner Cesich					
Roll call: ICECF Land Acquisition Application					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers
Motion unanimously approved.					

- XII. MOTION: Approval of the Submission of an Illinois Clean Energy Community Foundation K-12 Pollinator Grant Proposal Providing \$11,000.00 in Grant Funds to Support a K-12 Pollinator Education and Prairie Habitat**

Enhancement Project at Hoover Forest Preserve, with a Required District Match of \$1,111.00

Commissioner Gengler made a motion to approve the submission of an Illinois Clean Energy Community Foundation K-12 Pollinator grant with a required District match of \$1,111.00. Seconded by Commissioner Flowers.

Motion: Commissioner Gengler					
Second: Commissioner Flowers					
Roll call: ICECF K-12 Pollinator Grant					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers
Motion unanimously approved.					

XIII. MOTION: Approval of the Submission of an Illinois Clean Energy Community Foundation Pollinator Meadows Pilot Program Proposal for up to \$20,000.00 in Grant Funds to Support Conversion of Select Preserve Turf-Grass Areas to Prairie Habitat, with a Required 50% District Match of \$20,000.00

Commissioner Gryder made a motion to approve the submission of an ICECF Pollinator Meadow Pilot Program proposal, including a District match for up to \$20,000.00. Seconded by Commissioner Cesich.

Motion: Commissioner Gryder					
Second: Commissioner Cesich					
Roll call: Consent Agenda					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers
Motion unanimously approved.					

XIV. Other Items of Business

- **Millbrook Bridge Removal: Shuh-Shuh-Gah Canoe Launch Closure**

- **ComEd Green Region Grant Award – Woodland Edge Seed Mix for Fox River Bluffs and Hoover Forest Preserve**
- **Henneberry Woods Connected Parcel Assignment**

Director Guritz advised Commission that the Shuh Shuh Gah canoe launch will be closed beginning August 17, 2020 until removal of the Millbrook Bridge is complete.

XV. Public Comments

Commissioner Cesich offered public comment on her tour of Pickerill-Pigott Forest Preserve.

XVI. Adjournment

Commissioner Cesich made a motion to adjourn. Seconded by Commissioner Gryder. Aye, all. Opposed, none. Meeting adjourned at 6:53 pm.

Motion: Commissioner Cesich					
Second: Commissioner Gryder					
Roll call: Adjournment					
Aye	Opposed	Commissioner	Aye	Opposed	Commissioner
X		Cesich	X		Gryder
X		Flowers	X		Hendrix
X		Gengler	X		Kellogg
X		Giles	X		Prochaska
X		Gilmour	X		Vickers
Motion unanimously approved.					

Respectfully submitted,

David Guritz
Director, Kendall County Forest Preserve District

Claims Listing

8/13/2020 7:43:35 AM

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
Ellis Barn	541	FIRST NATIONAL BANK OF OMAHA	M Vick - July 2020-2	Ellis Supplies	19001161 68580	Grounds and Maintenance	\$153.89
	1060	JOHN DEERE FINANCIAL	11113-41567-8/20	Ellis Supplies	19001161 68580	Grounds and Maintenance	\$265.24
						Sub-Total	\$419.13
					Ellis Barn	Total	\$419.13
Ellis Birthday Parties	529	EQUINE VETERINARY PRACTICE LLC	0217408	Ellis - Vet Care	19001165 63020	Vet & Farrier	\$130.68
	2057	MATTHEW CAVINESS	12020604	Ellis Vet Care	19001165 63020	Vet & Farrier	\$93.34
						Sub-Total	\$224.02
					Ellis Birthday Parties	Total	\$224.02
Ellis Camps	541	FIRST NATIONAL BANK OF OMAHA	M Vick - July 2020-2	Ellis Supplies	19001163 63000	Animal Care & Supplies	\$15.21
	529	EQUINE VETERINARY PRACTICE LLC	0217408	Ellis - Vet Care	19001163 63020	Vet & Farrier	\$130.66
	2057	MATTHEW CAVINESS	12020604	Ellis Vet Care	19001163 63020	Vet & Farrier	\$93.33
						Sub-Total	\$223.99

Ellis Camps									
541	FIRST NATIONAL BANK OF OMAHA	D Guritz - 7/20	Misc Invoices	19001163	68430	Marketing / Publicity			\$39.00
						Sub-Total			\$39.00
						Ellis Camps	Total		\$278.20
Ellis Grounds									
541	FIRST NATIONAL BANK OF OMAHA	M Vick - July 2020-2	Ellis Supplies	19001162	68580	Grounds and Maintenance			\$95.46
1060	JOHN DEERE FINANCIAL	41111-16381 8/20	Ellis Supplies	19001162	68580	Grounds and Maintenance			\$305.30
1323	MENARDS	90653	Ellis Grounds Supplies	19001162	68580	Grounds and Maintenance			\$99.13
1323	MENARDS	90848	Ellis Supplies	19001162	68580	Grounds and Maintenance			\$61.82
1323	MENARDS	91290	Ellis Supplies	19001162	68580	Grounds and Maintenance			\$26.40
						Sub-Total			\$588.11
						Ellis Grounds	Total		\$588.11
Ellis House									
541	FIRST NATIONAL BANK OF OMAHA	M Vick - July 2020-2	Ellis Supplies	19001160	62000	Office Supplies			\$158.46
						Sub-Total			\$158.46
541	FIRST NATIONAL BANK OF OMAHA	D Guritz - 7/20	Misc Invoices	19001160	62270	Utilities			\$179.04
						Sub-Total			\$179.04

Ellis House

124	BARRETT'S ECOWATER SC 00071	Ellis - Water Repair	19001160 68580	Grounds and Maintenance	\$449.00	
541	FIRST NATIONAL BANK OF OMAHA M Vick - July 2020-2	Ellis Supplies	19001160 68580	Grounds and Maintenance	\$7.99	
					Sub-Total	\$456.99
					Total	\$794.49
Ellis Riding Lessons						
541	FIRST NATIONAL BANK OF OMAHA D Guritz - 7/20	Misc Invoices	19001164 63000	Animal Care & Supplies	\$930.43	
541	FIRST NATIONAL BANK OF OMAHA M Vick - July 2020-2	Ellis Supplies	19001164 63000	Animal Care & Supplies	\$174.13	
					Sub-Total	\$1,104.56
529	EQUINE VETERINARY PRACTICE LLC 0217408	Ellis - Vet Care	19001164 63020	Vet & Farrier	\$130.66	
2057	MATTHEW CAVINESS 12020604	Ellis Vet Care	19001164 63020	Vet & Farrier	\$93.33	
					Sub-Total	\$223.99
					Total	\$1,328.55
Ellis Weddings						
541	FIRST NATIONAL BANK OF OMAHA D Guritz - 7/20	Misc Invoices	19001168 63070	Refuse Pickup	\$141.47	
					Sub-Total	\$141.47
					Total	\$141.47

**Environ. Educ. Other
Pbhc Prg**

541	FIRST NATIONAL BANK OF OMAHA	CC 8/5/20 ED	Educ Dept Program Supplies	19001179 63030	Program Supplies	\$14.31
					Sub-Total	\$14.31
				Environ. Educ. Other Pbhc Prg	Total	\$14.31
541	FIRST NATIONAL BANK OF OMAHA	D Guritz - 7/20	Misc Invoices	190011 62000	Office Supplies	\$203.35
541	FIRST NATIONAL BANK OF OMAHA	M Vick - July 2020	COVID 19 - Face Masks	190011 62000	Office Supplies	\$76.86
1820	UNIQUE PRODUCTS & SERVICE	394901-1	Hand Soap - Antibacterial	190011 62000	Office Supplies	\$137.76
1935	STEPHANIE WIENCKE	July 2020 - S Wienc	Employee Picnic Supplies	190011 62000	Office Supplies	\$27.43
					Sub-Total	\$445.40
541	FIRST NATIONAL BANK OF OMAHA	D Guritz - 7/20	Misc Invoices	190011 62040	Conferences	\$385.00
					Sub-Total	\$385.00
2047	COMED	0927007163	Richard Young	190011 63510	Electric	\$24.87
2047	COMED	5514710005	Harris Arena	190011 63510	Electric	\$25.52
2047	COMED	5514711002	Harris	190011 63510	Electric	\$69.49
					Sub-Total	\$119.88

**Forest Preserve
Director**

**Forest Preserve
Director**

541	FIRST NATIONAL BANK OF OMAHA	D Guritz - 7/20	Misc Invoices	190011 68430	Marketing / Publicity	\$216.00
1665	SHAW MEDIA	July 31 2020	Website Posting	190011 68430	Marketing / Publicity	\$59.98
					Sub-Total	\$275.99
1343	MIDWEST ENVIRONMENTAL	20-567	2007464 - Project Design & Contractor Bidding	190011 68500	Project Fund Expenses	\$1,800.00
2754	DONEGAN METALWORKS	5001	Hoover - Mounting Brackets	190011 68500	Project Fund Expenses	\$480.00
					Sub-Total	\$2,280.00
1827	UPLAND DESIGN LTD	19-737-07	Pickertill - Contractual Services	190711 68530	Preserve Improvements	\$8,368.52
					Sub-Total	\$8,368.52
				Forest Preserve Director	Total	\$11,874.79
413	DEKANE EQUIPMENT CORP	RA45970	Hoover Equipment Repair	19001183 62160	Equipment	\$1,078.07
1323	MENARDS	91402	Hoover Supplies	19001183 62160	Equipment	\$23.41
1946	XYLEM WATER SOLUTIONS	3556B32417	Hoover Pump Repair	19001183 62160	Equipment	\$155.00
1946	XYLEM WATER SOLUTIONS	3556B32418	Hoover Pump Repair	19001183 62160	Equipment	\$450.00
					Sub-Total	\$1,706.48
1153	KENDALL CO HIGHWAY DEPT	July 2020-Gas	Gas-Diesel: July 2020	19001183 62180	Gasoline / Fuel / Oil	\$1,223.41
					Sub-Total	\$1,223.41

**Grounds and Natural
Resources**

Grounds and Natural Resources

541	FIRST NATIONAL BANK OF OMAHA	D Guritz - 7/20	Misc Invoices	19001183 63070	Refuse Pickup	\$286.89
					Sub-Total	\$286.89
1060	JOHN DEERE FINANCIAL	11113-29745 8/20	Hoover & Harris Shop Supplies	19001183 63110	Shop Supplies	\$95.00
1954	YORKVILLE NAPA AUTO PARTS	259664	Harris Shop Supplies	19001183 63110	Shop Supplies	\$11.59
					Sub-Total	\$106.59
236	CENTRAL LIMESTONE CO INC	22176	Preserve Improvements	19001183 68530	Preserve Improvements	\$86.48
678	GRAINCO FS, INC.	78021421	Grounds Supplies	19001183 68530	Preserve Improvements	\$275.00
					Sub-Total	\$361.48
					Total	\$3,684.85
					Grounds and Natural Resources	
2748	SARAH HUNDLEY	20-00096	Meadowhawk Sec Dep Rtn	19001171 63040	Security Deposit Refund	\$135.00
2752	DAVID CHACON	20-00021	Bunkhouse Sec Dep Rtn	19001171 63040	Security Deposit Refund	\$200.00
2752	DAVID CHACON	20-00083	Meadowhawk Sec Dep Rtn	19001171 63040	Security Deposit Refund	\$177.50
					Sub-Total	\$512.50
2047	COMED	0756081017	Hoover Bathhouse	19001171 63100	Electric	\$65.51

Hoover

2047	COMED	0793673015	Hoover Multiples	19001171 63100	Electric	\$853.64	
2047	COMED	1938021081	Hoover House	19001171 63100	Electric	\$99.06	
						Sub-Total	\$1,018.21
541	FIRST NATIONAL BANK OF OMAHA	D Guritz - 7/20	Misc Invoices	19001171 63110	Shop Supplies	\$140.90	
1060	JOHN DEERE FINANCIAL	11113-29745 8/20	Hoover & Harris Shop Supplies	19001171 63110	Shop Supplies	\$32.99	
1323	MENARDS	91064	Hoover Supplies	19001171 63110	Shop Supplies	\$36.94	
1950	YORKVILLE ACE & RADIO SHACK	171396	Hoover Supplies	19001171 63110	Shop Supplies	\$32.95	
2067	QUICK SIGNS	21373	Signs - No Motorize Vehicles	19001171 63110	Shop Supplies	\$100.00	
						Sub-Total	\$343.78
1323	MENARDS	91402	Hoover Supplies	19001171 63120	Building Maintenance	\$166.48	
						Sub-Total	\$166.48
1323	MENARDS	91064	Hoover Supplies	19001171 68580	Grounds and Maintenance	\$14.99	
						Sub-Total	\$14.99
						Total	\$2,055.96
2047	COMED	5514228011	Pickerill	19001184 63100	Electric	\$142.12	
						Sub-Total	\$142.12
						Pickerill - Pigott Total	\$142.12
						Grand Total	\$21,546.00

Pickerill - Pigott

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Director

RE: Kramer Tree Service Hazardous Tree Limb Removal Costs

Date: August 18, 2020

All forest preserve areas were closed during the morning of Tuesday, August 11, 2020 to complete a damage and hazard assessment from the major storm event that occurred the previous afternoon on August 10, 2020.

A category EF1 tornado was subsequently confirmed, with sustained 105 MPH winds along a 15-mile track originating near Harris Forest Preserve running southeast towards Plainfield, Illinois.

Severe winds downed three ComEd electric utility poles located along the Harris Forest Preserve trail system and boundary. Trees were also topped and felled across the woodland trail system in multiple locations.

ComEd requested District permission to cross preserve lands to access their easement to repair their utility poles which serve Kendall County private residences adjacent to the preserve.

Permission was granted in exchange for ComEd contractor support of additional clearing work.

ComEd crews were unable to complete the additional work conditioned, but have since informed the District that they will cover the contracted costs incurred for trail corridor clearing.

Trail corridor clearing of hazardous trees and limbs was completed on Monday, August 17, 2020 by Kramer Tree Service. The Harris Forest Preserve trail system has reopened.

An invoice will be sent to ComEd to reimburse the District in the amount of \$3,750.00 for the contracted clearing support extended by Kramer Tree Service.

Recommendation:

District staff recommends approval of the Kramer Tree Service invoice in the amount of \$3,750.00.



Kramer Tree Specialists, Inc.

300 Charles Court
West Chicago, IL 60185
Office: (630) 293-5444
Fax: (630) 293-7667 www.kramertree.com

INVOICE

August 17, 2020

Page 1

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

Invoice #: 95402
Customer #: 65247
Invoice Date: 08/17/2020
Proposal #: 411103
Sales Rep: Andy

Purchase Order #:

Job Site: 1

Dave Guritz
Harris Forest Preserve
IL-71 & IL-47
Yorkville, IL 60560

Item#	Service(s) Performed	Qty	Plant Species	Completed	Unit Price	Item Amount
1	Pruning - Selective Remove storm damaged limbs per direction		Trees per plans	08/17/20		\$3,750.00

Invoice Due Date: 8/17/2020
Payment DUE IN FULL within 0 Days of receipt of invoice
Payment by cash, check or credit card accepted

Visit our website and pay online here -
<https://www.kramertree.com/checkout.php>

Or
Click Below



Invoice Due 0 Days



Card #: _____
Exp Date: _____ 3 Digit Code: _____
Name: _____
Signature: _____

If you prefer, you may call our office with credit card information.

Sub Total:	3,750.00
Discount:	0.00
Invoice Adjustment:	0.00
Invoice Total:	3,750.00
Deposits/Credits Applied:	0.00
Finance Charges:	0.00
Invoice Balance:	3,750.00

Please include your invoice number 95402 on your payment.

If payment in full is not received, customer will be liable for a late fee of 1.5% per month (24% per annum) with a \$5.00 minimum Finance Charge, and a \$10.00 Service Fee. Customer will be liable for ALL costs of collection including but not limited to attorney's fees incurred in collecting past due invoices.

Thank you for your business and entrusting the care of your trees with Kramer Tree Specialists, Inc.

David Guritz

From: Mermall, Meribeth:(ComEd) <Meribeth.Mermall@exeloncorp.com>
Sent: Monday, August 17, 2020 8:26 AM
To: David Guritz
Cc: Shores, Rodney D:(ComEd)
Subject: [External]Tree Debris Clearance

Hi David,

Here's my contact information. My folks are telling me you should just issue an invoice to us for the storm debris clearance. You can send it to Rodney Shores, whom I have copied here.

Meribeth Mermall | Director, Corporate Affairs | **O: 312.394.7551** |
C: 312.218.2376 | Meribeth.Mermall@ComEd.com

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KENDALL COUNTY FOREST PRESERVE DISTRICT

HISTORIC KENDALL COUNTY COURTHOUSE

110 WEST MADISON STREET

YORKVILLE, IL 60560

August 12, 2020

To: Rod Shores – Line Foreman, ComEd

From: David Guritz, Executive Director

**RE: ComEd Easement Access via the Harris Forest Preserve Trail System
August 10, 2020 Storm Damage**

Date: August 12, 2020

This letter confirms granting of permission by the Kendall County Forest Preserve District for ComEd and its subcontractor(s) (Asplundh) to gain access to the ComEd easement using the Harris Forest Preserve trail system in order to repair the downed overhead electric lines and utility poles serving the homes adjacent to the preserve.

A permit is attached to this letter, which includes permission to clear standing vegetation to facilitate ComEd and/or subcontractor equipment access and reconstruction activities under the following conditions:

1. Care is taken to avoid, when possible, clearing of trees as marked with flagging tape in the field.
2. Limit access and egress to and from the easement corridor by clearing vegetation to provide no more than two access lanes. It is the District's desire to limit the disturbance footprint.

The District appreciates ComEd's willingness to perform additional clearing of the Harris Forest Preserve trail system to support the public reopening of this preserve.

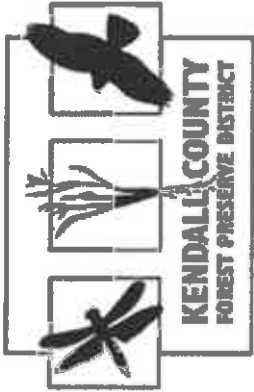
Please contact me if you have any questions.

Sincerely,



David Guritz, Executive Director

630-538-6303 (cell); 630-553-4131 (office); dguritz@co.kendall.il.us



ComEd EASEMENT ACCESS AND VEGETATION CLEARING PERMIT

ComEd (and its subcontractors)

is conducting approved emergency repairs of electrical utilities at Harris Forest Preserve. Emergency crews are required to clear both live and standing vegetation and felled tree materials due to storm damage, including clearing of access lanes while avoiding clearing of desirable species, where possible.

This permit authorizes all necessary work performed at Harris Forest Preserve to support completion of emergency repairs and clearing of public life-safety hazards along all trail corridors.

Approved by the Kendall County Forest Preserve District
12th day of August, 2020.

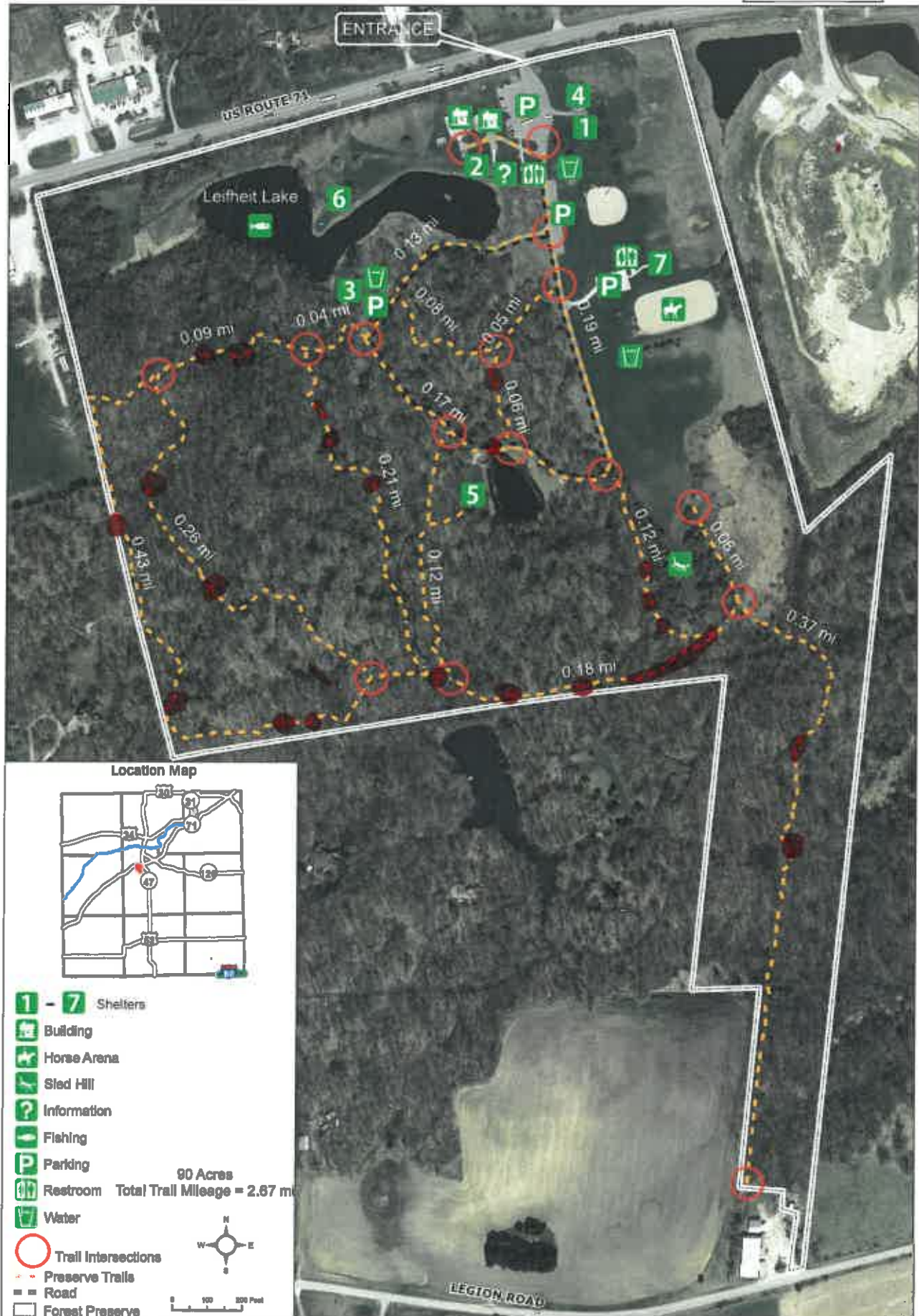
David Guritz

David Guritz, Executive Director
Kendall County Forest Preserve District
(630) 538-6303 / (630) 553-4131



Kendall County GIS
 121 West Pine Street - Ste 100
 Fortville, IN 46030-0100
 317.833.4333

Harris Forest Preserve



To: Kendall County Forest Preserve District Board of Commissioners
 From: David Guritz, Director
 RE: FY20-21 Equestrian Center Lessons – Proposed Fees and Charges
 Date: August 18, 2020

District staff recommends approval of fee increases for single lessons and lesson packages for FY20-21.

The District's market study concluded that the District's current lesson program fees are significantly discounted from other stables offering similar programs.

Ellis Equestrian Center lessons are currently operating at maximum capacity.

The proposed fee schedule will charge non-residents approximately 15% over resident rates.

The proposed fee schedule has been reviewed by both the Operations Committee and Committee of the whole.

Recommendation:

District staff recommends approval of the FY20-21 proposed fee schedule as presented.

Ellis Equestrian Center Lessons	Program Fee Schedule (Proposed)	Calculations	Registration Fees (Current)
<i>Kendall County Residents</i>			
Lead Line Lessons (Single Lesson)	\$27.00	\$27.00 X number of lessons	\$22.00
Lead Line Lessons (5-Lesson Package)	\$115.00	\$23.00 X number of packages	\$90.00
Beginner Rider Lessons (Single Lesson)	\$48.00	\$48.00 X number of lessons	\$43.00
Beginner Rider Lessons (5-Lesson Package)	\$190.00	\$38.00 X number of packages	\$170.00
Beginner Rider Semi-Private (Single Lesson)	\$38.00	\$38.00 X number of lessons	\$33.00
Beginner Rider Semi-Private (5-Lesson Package)	\$150.00	\$30.00 X number of packages	\$130.00
<i>Out-of-County Residents</i>			
Lead Line Lessons (Single Lesson)	\$31.00	\$31.00 X number of lessons	\$27.00
Lead Line Lessons (5-Lesson Package)	\$132.00	\$26.40 X number of lessons	\$115.00
Beginner Rider Lessons (Single Lesson)	\$55.00	\$55.00 X number of lessons	\$48.00
Beginner Rider Lessons (5-Lesson Package)	\$218.00	\$43.60 X number of lessons	\$190.00
Beginner Rider Semi-Private (Single Lesson)	\$44.00	\$44.00 X number of lessons	\$38.00
Beginner Rider Semi-Private (5-Lesson Package)	\$175.00	\$35.00 X number of lessons	\$150.00

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Director

RE: Sunrise Center North – COVID-19 License Fee Reduction

Date: August 18, 2020

The District's Operations Committee and Committee of the Whole reviewed and discussed a letter from Sunrise Center North's President Chris Kirsch requesting a reduced license fee due to COVID-19 impacts, citing that the organization's therapeutic riding program is operating below capacity due to their clients' response to the pandemic, running a deficit and net loss over the prior year of over \$10,000.00.

A letter will be sent back to President Kirsch suggesting they examine opportunities for a fall fundraiser to further support the organization's budget shortfall.

Recommendation:

District staff recommends approval of a 3-month 50% reduction in license fees from \$1,600 per month to \$800 per month for September, October and November 2020.

SUNRISE CENTER NORTH THERAPEUTIC RIDING PROGRAM

13986 McKanna Rd
Minooka, IL 60410
815/467-9332
sunrisenorth@comcast.net
www.sunrisenorth.org



August 3, 2020

Kendall County Board of Directors,

Sunrise Center North Therapeutic Riding Program's Board of Directors is respectfully asking for a reduction of the Sunrise Licensure Agreement operating license fee from \$1,600 per month to \$800 per month due to the financial impact of the Covid-19 outbreak, which has resulted in a year to date net loss in program revenues of at least \$10,300. This has been primarily due to cancelled lessons during the stay at home order, continued restrictions which have limited fundraising, and although operations started back on June 7, some riders have shown a reluctance to return to the program due to health reasons (such as compromised immune systems), living in a group home (which remains quarantined), or coming through Illinois Valley Industries (which has not reopened their program to transport riders). In all, year to date rider enrollment is about 60% of what it was at this time in 2019, resulting in 75 fewer lesson hours through July 26, 2020.

Included in our lost program revenues was the postponement of our annual spring fundraiser, which usually provides \$5,000 to \$7,000 in revenue; we are not optimistic that we will be able to reschedule this event until next year. We also anticipate having to postpone our October 5K run/walk, which accounts for approx. \$1,000 to \$2,000 in revenue.

It is important for the Kendall County Forest Preserve Board to understand that Sunrise North's intention is to work with the Board to seek ways for both programs succeed. We ask that our continued support for the Ellis program be considered when making your decision. One of the added benefits for the Ellis program is the number of horses that Sunrise North provides for riding lessons, which has accounted for about 40% of the Ellis riding lessons this year. Sunrise North has also provided funds through grants and fundraising to help complete needed projects around the Ellis property. These improvements have included the installation of an additional lime lot East of the barn, a round pen within the West lime lot to facilitate more contained lessons or to isolate individual horses, and Sunrise North has recently received a grant to construct a shelter to protect the horses from the elements on the West side of the barn. Lastly, the Sunrise North trailer is at the complete disposal for the Ellis staff to use whenever needed.

In summary, our goal is for a win-win relationship between both parties to assure both program succeed.

Respectfully submitted,

M. Chris Kirsch
President, Board of Directors
Sunrise Center North Therapeutic Riding Program

5:19 PM

08/02/20

Accrual Basis

SUNRISE CENTER NORTH THERAPEUTIC
Profit & Loss Prev Year Comparison
January 1 through August 2, 2020

	<u>Jan 1 - Aug 2, 20</u>	<u>Jan 1 - Aug 2, 19</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
Donation/Fundraiser	14,555.50	21,578.12	-7,022.62
Investments	0.81	0.82	-0.01
Other Types of Income	2,855.00	3,007.29	-152.29
Therapy Lesson	6,150.00	9,875.00	-4,725.00
Total Income	<u>22,661.31</u>	<u>34,461.23</u>	<u>-11,899.92</u>
Expense			
Boarding	11,200.00	11,200.00	0.00
Business Expenses	15.00	15.00	0.00
Contract Services	150.00	120.00	30.00
Equipment Repair	0.00	303.00	-303.00
Farrier/Vet	1,364.50	983.00	381.50
Fundraiser Supplies	300.00	683.37	-383.37
Instructor/Lessons	85.00	0.00	85.00
Licenses, Fees, Permits	1,057.95	658.00	399.95
Operations	0.00	335.31	-335.31
Payroll Expenses	10,055.28	11,668.82	-1,613.54
Wormer/Meds	1,019.45	882.01	137.44
Total Expense	<u>25,247.18</u>	<u>26,828.51</u>	<u>-1,581.33</u>
Net Ordinary Income	<u>-2,685.87</u>	<u>7,632.72</u>	<u>-10,318.59</u>
Net Income	<u><u>-2,685.87</u></u>	<u><u>7,632.72</u></u>	<u><u>-10,318.59</u></u>

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Director

RE: Horsemanship Instructure Salary Bonus for Group Lessons

Date: August 18, 2020

The District's Operations Committee and Committee of the Whole discussed extending a \$5.00 pay bonus to the District's Horsemanship Instructors for each group lesson delivered. Increasing the number of semi-private (group) lessons delivered at the Equestrian Center will further improve the Center's budget performance.

The Ellis Equestrian Center delivers both private and semi-private lessons. For semi-private (group) lessons, per student charges are reduced over private lessons, but the District's net gain from delivery of a group lesson program is significantly higher than lessons extended to individuals:

Example:

Individual in-county lesson package fee: \$190 (5-lesson package of 1-hour each)

Group in-county lesson package fee: \$150 X 2 = \$300

Instructor fee: Average \$12 per hour + \$5 for a semi-private (group) lesson.

Net gain for in-county private lesson: \$178

Net gain for in-county semi-private lesson: \$283

Recommendation:

District staff recommends approval of a - \$5 per group lesson delivered – pay bonus to the District's Horsemanship Instructors beginning December 1, 2020.

To: Kendall County Forest Preserve District Board of Commissioners

From: David Guritz, Director

RE: Asbestos Abatement – Hoover Scout Residence Buildings

Date: August 18, 2020

Midwest Environmental Consulting Services, Inc. has completed the project bidding phase for the abatement of asbestos-containing materials (ACM) for the two Scout residence buildings at Hoover Forest Preserve.

ACM has been detected in the tile floor mastic and furnace pipe tape insulation, and needs to be removed prior to demolition later this fall by the Bristol-Kendall Fire Department.

Kinsale Contracting Group Inc. of Westmont, Illinois submitted the lowest-qualified bid of \$12,500.00 for the abatement work.

Midwest Environmental Consulting Services has submitted a proposal for Project Management and Air Quality Testing. During asbestos abatement, air quality needs to be monitored while the work is in progress per EPA requirements. The Midwest Environmental Consulting Services proposal is a lump-sum fee of \$5,684.00, plus an additional \$700.00 for PCM (2 Phased-Contrast Microscopy) Air Clearances.

Bristol-Kendall Fire Department will raze both buildings following abatement and completion of structural fire training later this fall.

Recommendations:

- 1. Approval of the Midwest Environmental Consulting Services, Inc. proposal for project management services for \$6,384.00 (\$5,684.00 for management services + \$700.00 for air quality testing.**
- 2. Approval of the Kinsale Contracting Group, Inc. proposal not-to-exceed \$12,500.00 for asbestos abatement at the two Scout residences.**



Consultants < Engineers < Scientists

July 10, 2020

Proposal #2007465

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

Attention: Dave Guritz, Director

Subject: **Budget Proposal for Asbestos Abatement, Project Management & Air Quality Testing for Kendall County Forest Preserve District**
Project Location: 2-Residences – Hoover Forest Preserve, 11285 Fox Road, Yorkville, IL 60560

Dear Mr. Guritz;

Thank you for your continued interest in Midwest Environmental Consulting Services, Inc. (MEC). MEC will complete the following scope of work at the above location. The proposal is as follows:

Item One —Project Management & Air Quality Testing

- MEC's Project Manager/ Air Sampling Professional (PM/ASP) will hold a pre-construction meeting prior to the contractor mobilizing to the project site. All interested parties will meet at the project site prior to mobilization and discuss issues regarding the asbestos abatement project.
- MEC PM/ASP will conduct background air monitoring prior to the contractor mobilization to the site.
- Progress air monitoring will be conducted daily for the duration of the abatement work.
- Air samples will be analyzed daily in order to detect any elevated fiber levels. If fiber levels are excessive, the contractor will be notified and requested to adjust his removal procedures.
- Barriers will be checked continuously.
- Conduct clearance air monitoring in each area. Clearance standard will follow current criteria established by EPA for asbestos abatement. Clearance criteria shall be equal to or less than .01 f/per cc. All sample analysis will follow the NIOSH 7400 Method.
- The PM/ASP will maintain daily project logs of all observations made including a description of project activities, smoke testing of barriers, documentation of both post abatement visual inspection of the abatement area and a description of the procedures used during clearance air sampling.
- The PM/ASP will check daily, the contractor workers' submittals; including license numbers, medicals and fit test documentation.
- Disposal of waste will be documented.

Yorkville Location
2551 N. Bridge St.
Yorkville, IL 60560
P: (630) 553-3989
F: (630) 553-3990

Peoria Location
3100 N. Knoxville Ave.
Suite 204
Peoria, IL 61603
P: (309) 621-4680
F: (309) 621-4690

www.mec-us.com
Providing Quality Service Since 1994

At the end of the project, MEC will provide a copy of the project log to the client. Included in the project log will be project design drawings showing the scope of work and the location of clearance air sampling completed by MEC's PM/ASP (if applicable). All submittals by the contractor, which include worker submittals, medicals, and fit tests; all notifications, which include local, state, and federal notifications, waste manifest, and the contractor's daily logs will be included in the log. MEC will provide copies of our daily logs and all air monitoring reports completed during the project and final documentation on clearance sampling.

Item Two— Estimated Project Cost

Estimated Contractor Fees:	\$18,000.00
Asbestos Project Management & Air Quality Testing:	\$ 5,684.00
PCM Air Clearances (2 clearances @ \$350.00 each):	\$ 700.00

Total Estimated Project Cost: \$24,384.00*

*Project cost includes up to seven (7) regular shifts on-site and two (2) PCM clearances, for the abatement of both residences. No overtime, weekend or holiday time is included in the project cost. Additional time or clearances required will be billed accordingly.

Kendall County Forest Preserve District will have a separate contract with the abatement contractor and be billed directly.

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

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

Best Regards,
Midwest Environmental Consulting Services, Inc.



Barb Ward
Vice President of Client Relations



Blake G. Mellecker
President

If this proposal is acceptable, please sign and return.

Name of Organization

Date

Signature of Authorized Person

P.O. Number

Printed Name and Title

#2007465
Proposal Number

Terms: 30 Days

Filename: [\\server\2020proposals\2007465.doc](#)



Kinsale Contracting Group Inc.

www.kinsalecg.com

648 Blackhawk Drive • Westmont, IL 60559 • 630-325-7400 • fax 630-325-7401

August 11, 2020

Via E-Mail: bward@mec-us.com Page(s): 2

Mr. Dave Guritz
Kendall County Forest Preserve
11285 Fox Road
Yorkville, IL 60560

RE: Asbestos Abatement
2 – Residences – Hoover Forest Preserve
11285 Fox Road
Yorkville, IL 60560

PROPOSAL

We propose to furnish the labor, disposal, material and equipment necessary to perform asbestos abatement in two (2) residences at the above location. The work will be performed per MEC Project # 20-07-422PD, dated 7/30/2020.

All work will be performed in accordance with applicable Federal, State and local regulations.

Water and electric power will be provided by the owner.

Our workers will be protected with NIOSH approved respiratory equipment and protective clothing suitable for this type of work. While we are removing the asbestos containing material from this area, access will be restricted.

We have included a \$150.00 IEPA fee, which requires a 14-day notice prior to the start of the project.

All movable items will be removed from the work area by others prior to beginning our work.

In accordance with the revised Illinois Department of Public Health regulations, it is the owner's responsibility to hire an independent 3rd party to take final air clearances.

Normal working hours will be 7:00 a.m. to 3:30 p.m., Monday through Friday.

We maintain \$5,000,000.00 per occurrence of true occurrence from commercial general liability insurance provided by an A+ XV rated carrier. This insurance, which incorporates coverage for our asbestos and lead abatement operations, is included on a project specific basis with each project having minimum aggregate coverage of \$5,000,000.00. Kinsale Contracting Group is able to maintain such outstanding insurance due to its superior experience and excellent claims history.

In consideration of the above work, the sum of **\$12,500.00** shall be paid to the undersigned upon completion.

We thank you for the opportunity to submit our proposal and hope to serve you in the near future.

Very truly yours,
KINSALE CONTRACTING GROUP INC.



Alexander Tennant
Sr. Project Manager
Email: alexandert@kinsalecg.com

ACCEPTED BY: _____ TITLE: _____

DATE: _____

David Guritz

Subject: FW: [External]Meeting
Attachments: Hoover pictures.doc

From: Jeremy Messersmith <JMessersmith@bkfire.org>
Sent: Monday, August 10, 2020 12:02 PM
To: David Guritz <dguritz@co.kendall.il.us>
Subject: RE: [External]Meeting

Hi Dave,

I have attached pictures showing the safety concerns with both units. The top two are the southside unit which shows the roof sagging on the outside and inside along with black mold on the wall. The bottom two pictures are the northside unit which shows the condition of the kitchen area and the second picture shows the hole in the roof along with black mold.

Jeremy Messersmith
Assistant Chief of Training & Safety
Bristol Kendall Fire Protection District
103 East Beaver Street
Yorkville, IL 60560
630-553-6186 Ext.104
630-553-1482 Fax
630-797-0423 Cell
jmessersmith@bkfire.org

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Bristol-Kendall Fire Protection District

103 East Beaver Street
Yorkville, IL 60560-1704
Phone: 630-553-6186
Fax: 630-553-1482



To: Kendall County Forest Preserve District Board of Commissioners

From: Emily Dombrowski, Environmental Education Programs Manager

RE: Afternoon Adventures- Fees and Charges

Date: August 18, 2020

The Education Department plans to start offering afternoon adventures from 1:30-4:30 pm once a week for children currently in grades 1-3 and grades 4-6. Grades 1-3 will meet on Wednesdays and grades 4-6 will meet on Thursdays.

This program will be an educational science enrichment program for children who enjoy hands-on learning and outdoor adventure.

Currently, we are planning to offer a fall and winter session. Participants will meet weekly 12 times from September-December. Each week will be focused on a different seasonal theme. The proposed fee is \$360 for a 12 week session.

Please see attached page for budget breakdown.

Grades	Minimum # of participants	Maximum # of participants	Cost of Program per participant (fall and winter-12 weeks)	Minimum Revenue	Maximum Revenue	Staff Hours	Staff cost (# of staff)	Minimum Net Revenue	Maximum Net Revenue
Grades 1-3	7	12	\$360	\$2,520	\$4,320	48	2	\$984	\$2,784
Grades 4-6	7	12	\$360	\$2,520	\$4,320	48	2	\$984	\$2,784
				\$5,040	\$8,640			\$1,968	\$5,568