

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

**THURSDAY, MAY 30, 2024**

**4:00 P.M.**

**KENDALL COUNTY OFFICE BUILDING – ROOMS 209 AND 210, YORKVILLE IL 60560**

- I. Call to Order
- II. Roll Call: Seth Wormley (Chairman), Jason Peterson (Vice-Chair), Brian DeBolt, Matt Kellogg, and Brooke Shanley
- III. Approval of Agenda
- IV. Public Comments
- V. Motion to Forward Claims to Commission for Approval
- VI. Review of Preliminary Financial Statements for the Period Ending April 30, 2024
- VII. **OLD BUSINESS**
  - A. **MOTION:** Approval to Forward the Ohio Valley Acquisition LLC – TC Energy – Temporary Easement Agreement to Commission for Approval
- VIII. **NEW BUSINESS**
  - A. Review of Recommended Approaches and Costs for the Acquisition and Development of the Aux Sable Creek Forest Preserve from The Conservation Foundation
  - B. **MOTION:** Approval of a Motion to Forward a Proposal from Upland Design LLC for the Aux Sable Creek Forest Preserve Concept Plan and OSLAD Grant Application to Commission for Approval
- IX. **OTHER ITEMS OF BUSINESS**

*No items posted for consideration.*
- X. Public Comments
- XI. Executive Session
- XII. Adjournment

Kendall County Office Building - Rooms 209 and 210 - 111 W. Fox Street - 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

5/29/2024 11:13:39 AM

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
Ellis Barn	4762	WATCH COMMUNICATIONS	1405336053124	Internet services-Ellis	19001161 62270	Utilities	\$108.49
						<b>Sub-Total</b>	<b>\$108.49</b>
	124	BARRETT'S ECOWATER	0010381053124	Ellis Water Services	19001161 68580	Grounds and Maintenance	\$98.51
	1241	LEE LEGLER CONSTRUCTION & ELECTRIC INC	212458	Ellis-Generator Service	19001161 68580	Grounds and Maintenance	\$425.00
						<b>Sub-Total</b>	<b>\$523.51</b>
Ellis Camps					<b>Ellis Barn</b>	<b>Total</b>	<b>\$632.00</b>
	4811	ELIZABETH DUNN	Dunn Refund	Ellis Camp Refund due to transfer to another camp	19001163 63040	Security Deposit Refund	\$40.00
						<b>Sub-Total</b>	<b>\$40.00</b>
					<b>Ellis Camps</b>	<b>Total</b>	<b>\$40.00</b>
Ellis Grounds	1323	MENARDS	98142	Menards-hanging baskets, battery	19001162 68580	Grounds and Maintenance	\$195.35
						<b>Sub-Total</b>	<b>\$195.35</b>
					<b>Ellis Grounds</b>	<b>Total</b>	<b>\$195.35</b>

Ellis House	3380	AMAZON CAPITAL SERVICES	1X3H-YCNC-R7XC	White Out Correction Tape	19001160 62000	Office Supplies	\$15.89
						<b>Sub-Total</b>	<b>\$15.89</b>
					<b>Ellis House</b>	<b>Total</b>	<b>\$15.89</b>
Environ. Educ. Other Pblc Prg	3380	AMAZON CAPITAL SERVICES	1M39-FNMF-JFH9	Uniforms, folders, nets, fairy garden supplies	19001179 63030	Program Supplies	\$25.58
						<b>Sub-Total</b>	<b>\$25.58</b>
					<b>Environ. Educ. Other Pblc Prg</b>	<b>Total</b>	<b>\$25.58</b>
Environmental Education Camps	3380	AMAZON CAPITAL SERVICES	1M39-FNMF-JFH9	Uniforms, folders, nets, fairy garden supplies	19001177 63030	Program Supplies	\$71.39
						<b>Sub-Total</b>	<b>\$71.39</b>
					<b>Environmental Education Camps</b>	<b>Total</b>	<b>\$71.39</b>
Forest Preserve Director	1877	WALDEN'S LOCK SERVICE	23893	Keys	190011 62000	Office Supplies	\$49.75
	3380	AMAZON CAPITAL SERVICES	147G-YGJF-CW61	Liquid ink for stamper	190011 62000	Office Supplies	\$5.35
	3380	AMAZON CAPITAL SERVICES	1FKN-PR9K-GR4D	Post its, pens	190011 62000	Office Supplies	\$38.79
	3380	AMAZON CAPITAL SERVICES	1TP9-6GQ1=QJXR	Liquid ink for stamper	190011 62000	Office Supplies	\$5.83
						<b>Sub-Total</b>	<b>\$99.72</b>

**Forest Preserve  
Director**

67	AMEREN ILLINOIS	27864440060531 24	Millbrook S. Electric	190011 63510	Electric	\$38.48
					<b>Sub-Total</b>	<b>\$38.48</b>
695	GROUND EFFECTS INC	494845-000	Black Foam for Hobbit Tunnel	190011 68500	Project Fund Expenses	\$35.40
1323	MENARDS	98159	Menards-dill, herbs for Stephanie's Garden	190011 68500	Project Fund Expenses	\$13.38
3231	IMAGINE NATION	1099	Hobbit tunnel-bolt switch	190011 68500	Project Fund Expenses	\$378.75
					<b>Sub-Total</b>	<b>\$427.53</b>
1091	K & K WELL DRILLING	35646	Pickerill Generator kit with circuit board	191411 68530	Preserve Improvements	\$1,321.81
4574	J & E RESTORATIONS	1256	Blazing Star Repairs	191411 68530	Preserve Improvements	\$6,300.00
					<b>Sub-Total</b>	<b>\$7,621.81</b>
1696	SPEER FINANCIAL, INC	d6/24-1	Bond Services	190311 68640	Fiscal Agent Fee	\$700.00
					<b>Sub-Total</b>	<b>\$700.00</b>
				<b>Forest Preserve Director</b>	<b>Total</b>	<b>\$8,887.54</b>
3380	AMAZON CAPITAL SERVICES	1M39-FNMF-JFH9	Uniforms, folders, nets, fairy garden supplies	19001183 62400	Uniforms / Clothing	\$17.96
					<b>Sub-Total</b>	<b>\$17.96</b>

**Grounds and Natural  
Resources**

Grounds and Natural Resources													
1452	NICOR	87946110001053 124	Nicor Harris	19001183 63090	Natural Gas							\$ 109.24	
											<b>Sub-Total</b>	<b>\$109.24</b>	
											<b>Grounds and Natural Resources</b>	<b>Total</b>	<b>\$127.20</b>
<b>Hoover</b>													
1963	YORKVILLE COMMUNITY UNIT DISTRICT 115	24-00067	MHL Sec Dep Refund	19001171 63040	Security Deposit Refund							\$ 101.25	
3340	ED REYES	24-00058	Kingfisher Sec Dep Refund	19001171 63040	Security Deposit Refund							\$ 100.00	
4807	KELLY VAN DE MARK	24-00109	Blazing Star Sec Dep Refund	19001171 63040	Security Deposit Refund							\$ 100.00	
4808	LINDSEY LARSON	24-00063	MHL Sec Dep Refund	19001171 63040	Security Deposit Refund							\$ 172.50	
4810	LAURA RANDOLPH	24-00162	50 Percent Sec Dep Refund-MHL Cancellation	19001171 63040	Security Deposit Refund							\$ 115.00	
											<b>Sub-Total</b>	<b>\$588.75</b>	
1452	NICOR	22827083020531 24	Nicor Hoover Shop	19001171 63090	Natural Gas							\$47.64	
1452	NICOR	23336698297053 124	Nicor Rookery	19001171 63090	Natural Gas							\$74.97	
1452	NICOR	24614203628053 124	Nicor Blazing Star	19001171 63090	Natural Gas							\$53.56	
1452	NICOR	28235299730531 24	Nicor Moonseed	19001171 63090	Natural Gas							\$57.57	

<b>Hoover</b>	1452	NICOR	30831034894053 124	Nicor Kingfisher	19001171 63090	Natural Gas	\$62.05
	1452	NICOR	50980197128053 124	Nicor Meadowhawk Lodge	19001171 63090	Natural Gas	\$46.19
	1452	NICOR	72389374124053 124	Nicor Hoover Residence	19001171 63090	Natural Gas	\$37.16
	1452	NICOR	88551401149053 124	Nicor Hoover Maintenance	19001171 63090	Natural Gas	\$60.89
						<b>Sub-Total</b>	<b>\$440.03</b>
	2047	COMED	05073970000531 24	ComEd Hoover Bathhouse	19001171 63100	Electric	\$261.57
	2047	COMED	98378312220531 24	ComEd Hoover Residence	19001171 63100	Electric	\$70.36
						<b>Sub-Total</b>	<b>\$331.93</b>
	1323	MENARDS	98048	Battery, lightbulbs	19001171 63120	Building Maintenance	\$59.45
	1323	MENARDS	98078	Fluorescent light bulb	19001171 63120	Building Maintenance	\$6.79
						<b>Sub-Total</b>	<b>\$66.24</b>
					<b>Hoover</b>	<b>Total</b>	<b>\$1,426.95</b>
	4809	ROBIN OUDYN	24-00074	Pickerill Sec Dep Refund	19001184 63040	Security Deposit Refund	\$265.00
						<b>Sub-Total</b>	<b>\$265.00</b>
					<b>Pickerill - Pigott</b>	<b>Total</b>	<b>\$265.00</b>
						<b>Grand Total</b>	<b>\$11,686.90</b>

**Pickerill - Pigott**

**Forest Preserve District Debt Service - Series 2003/2012**  
**Fund 1902**  
**For Period Ended 4/30/2024**

5 Month Budget % = 41.7%

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
<b>Beginning Balance</b>	\$ 1,077	\$ 1,077	
REVENUE			
190211 41010 Current Tax			
190211 41350 Interest Income		5	
Total Revenue	0	5	
EXPENDITURE			
190211 61380 Transfer to Debt Service			
190211 61420 Transfer to FP Capital		1,082	
190211 68640 Fiscal Agent Fee			
190211 68650 Debt Service - Interest 2012			
190211 68700 Debt Service - Principal 2012			
Total Expenditure	0	1,082	
<b>Ending Balance</b>	<u>\$ 1,077</u>	<u>\$ (0)</u>	
<b>Revenue over/(under) Expenditure</b>	\$ -		

**Forest Preserve District Debt Service - Series 2007/15/16/17**  
**Fund 1903**  
**For Period Ended 4/30/2024**

5 Month Budget % = 41.7%

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
<b>Beginning Balance</b>	\$ 5,849,640	\$ 5,849,640	
REVENUE			
190311 40280 Transfer from FP Debt			
190311 41010 Current Tax	5,710,248		0.0%
190311 41350 Interest Income	55,386	19,723	35.6%
Total Revenue	5,765,634	19,723	0.3%
EXPENDITURE			
190311 61420 Transfer to FP Capital Fund 1907	81,467	98,715	121.2%
190311 61380 Transfer to FP Capital Fund 1915		1,937	
190311 66500 Other Expenditure	475	675	142.1%
190311 68640 Fiscal Agent Fee	1,900		0.0%
190311 68710 Debt Service - Interest 2015	351,690	176,160	50.1%
190311 68720 Debt Service - Principal 2015	45,000	45,000	100.0%
190311 68730 Debt Service - Interest 2016	278,788	141,694	50.8%
190311 68740 Debt Service - Principal 2016	230,000	230,000	100.0%
190311 68750 Debt Service - Interest 2017	104,375	104,375	100.0%
190311 68760 Debt Service - Principal 2017	4,175,000	4,175,000	100.0%
Total Expenditure	5,268,695	4,973,555	94.4%
<b>Ending Balance</b>	\$ 6,346,579	\$ 895,808	
<b>Revenue over/(under) Expenditure</b>	\$ 496,939		



**KCFP Endowment Fund  
Fund 1904**

**For Period Ended 4/30/2024**

5 Month Budget % = 41.7%

<b>ACCOUNT &amp; DESCRIPTION</b>	<b>Budget 2024</b>	<b>Actual YTD</b>	<b>% of Budget</b>
<b>Beginning Balance</b>	\$ 846,056	\$ 846,056	
REVENUE			
190411 40500 Transfer fm Pickerill-Pigott IDNR Fund 1913	300,000		0.0%
190411 41350 Interest Income	30,000	21,186	70.6%
190411 41720 Donations - Hughes Estate	160,000	10,000	6.3%
190411 42970 Grant Award	300,000	300,000	100.0%
<b>Total Revenue</b>	<b>790,000</b>	<b>331,186</b>	<b>41.9%</b>
EXPENDITURE			
190411 61390 Transfer to Pickerill-Pigott IDNR Fund 1913	300,000		0.0%
190411 62150 Contractual Services	170,550	45,177	26.5%
190411 70330 Construction	1,304,080		0.0%
<b>Total Expenditure</b>	<b>1,774,630</b>	<b>45,177</b>	<b>2.5%</b>
<b>Ending Balance</b>	<b>\$ (138,574)</b>	<b>\$ 1,132,064</b>	
<b>Revenue over/(under) Expenditure</b>	<b>\$ (984,630)</b>		

**FP Section 319 Fund - LRC Dam Removal  
Fund 1905  
For Period Ended 4/30/2024**

5 Month Budget % = 41.7%

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
<b>Beginning Balance</b>	\$ -		
<b>REVENUE</b>			
190511 40500 Transfer fm Pickerill-Pigott IDNR Fund 1913	504,842		0.0%
190511 43880 Kendall County Escrow LR Creek	336,562		0.0%
190511 42970 USEPA Section 319 Grant Award	504,842		0.0%
Total Revenue	1,346,246	0	0.0%
<b>EXPENDITURE</b>			
190511 61390 Transfer to Pickerill-Pigott IDNR Fund 1913	504,842		0.0%
190511 70060 Consultant - A&E Services	110,000		0.0%
190511 70330 Construction	731,404		0.0%
Total Expenditure	1,346,246	0	0.0%
<b>Ending Balance</b>	\$ -	\$ -	
<b>Revenue over/(under) Expenditure</b>	\$ -		

**Forest Preserve Capital Fund  
Fund 1907  
For Period Ended 4/30/2024**

5 Month Budget % = 41.7%

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
<b>Beginning Balance</b>	\$ 487,873	\$ 487,873	
<b>REVENUE</b>			
190711 40510 Transfer from FP Debt Fund 1902	81,467	99,797	122.5%
190711 41350 Interest Income	6,000	11,751	195.8%
190711 42490 Other Revenue		550	
Total Revenue	87,467	112,098	128.2%
<b>EXPENDITURE</b>			
190711 62160 Equipment Replacement	200,000	21,426	10.7%
190711 66500 Project Fund Expense	30,000	3,425	11.4%
190711 68500 Project Fund Expense - Ellis House Roof Replacement	70,000		0.0%
190711 68500 Project Fund Expense - Hoover Shop Roof Replacement	90,000		0.0%
Total Expenditure	390,000	24,852	6.4%
<b>Ending Balance</b>	\$ 185,340	\$ 575,119	
<b>Revenue over/(under) Expenditure</b>	\$ (302,533)		

**FP Land Cash  
Fund 1910**

**For Period Ended 4/30/2024**

5 Month Budget % = 41.7%

<b>ACCOUNT &amp; DESCRIPTION</b>	<b>Budget 2024</b>	<b>Actual YTD</b>	<b>% of Budget</b>
<b>Beginning Balance</b>	\$ 135,405	\$ 135,405	
REVENUE			
191011 42910 Transfer In FromFP Land Cash	114,757		0.0%
191011 42970 Grant Awards	75,000		0.0%
<b>Total Revenue</b>	<b>189,757</b>	<b>0</b>	<b>0.0%</b>
EXPENDITURE			
191011 67410 Land Acquisition	325,161		0.0%
<b>Total Expenditure</b>	<b>325,161</b>	<b>0</b>	<b>0.0%</b>
<b>Ending Balance</b>	<b>\$ 1</b>	<b>\$ 135,405</b>	
<b>Revenue over/(under) Expenditure</b>	<b>\$ (135,404)</b>		

**KCFP Liability Insurance Fund  
Fund 1911  
For Period Ended 4/30/2024**

5 Month Budget % = 41.7%

<b>ACCOUNT &amp; DESCRIPTION</b>	<b>Budget 2024</b>	<b>Actual YTD</b>	<b>% of Budget</b>
<b>Beginning Balance</b>	\$ 46,300	\$ 46,300	
REVENUE			
191111 40020 Transfer from FP			
191111 40320 Transfer from FP Operating Fund			
191111 41350 Insurance Claim Reimbursement			
191111 42120 Interest Income			
Total Revenue	0	0	
EXPENDITURE			
191111 68990 Claims/Deductibles	25,000		0.0%
Total Expenditure	25,000	0	0.0%
<b>Ending Balance</b>	<b>\$ 21,300</b>	<b>\$ 46,300</b>	
<b>Revenue over/(under) Expenditure</b>	<b>\$ (25,000)</b>		

**Forest Preserve District Pickerill-Piggott IDNR-PARC Grant Fund**  
**Fund 1913**  
**For Period Ended 4/30/2024**

5 Month Budget % = 41.7%

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
<b>Beginning Balance</b>	\$ 828,200	\$ 828,200	
<b>REVENUE</b>			
191311 40390 ARPA Grant Award			
191311 41350 Interest Income			
191311 42250 Revenue			
191311 42970 Grant Award			
Total Revenue	0	0	
<b>EXPENDITURE</b>			
191311 61360 Transfer to LRC Dam Remova	504,842		-100.0%
191311 61570 Transfer to KCFP Endowment	300,000		-100.0%
Total Expenditure	0	0	
<b>Ending Balance</b>	\$ 828,200	\$ 828,200	
<b>Revenue over/(under) Expenditure</b>	\$ -		

**Forest Preserve District American Rescue Plan Act (ARPA) Fund  
Fund 1914  
For Period Ended 4/30/2024**

5 Month Budget % = 41.7%

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
<b>Beginning Balance</b>			
REVENUE			
191411 40390 ARPA Grant Award	100,000	100,000	100.0%
191411 41350 Interest Income			
Total Revenue	100,000	100,000	100.0%
EXPENDITURE			
191411 51160 Salaries - Part Time		4,820	
191411 51390 Salaries - Full Time	39,028	15,161	38.8%
191411 61160 IMRF Expense	2,272	1,330	58.6%
191411 63050 FICA Expense	2,986	1,746	58.5%
191411 63060 Health Insurance Expense	13,875	6,477	46.7%
191411 68530 Preserve Improvements			
191411 70330 Construction	98,139		0.0%
Total Expenditure	156,300	29,534	18.9%
<b>Ending Balance</b>			
<b>Revenue over/(under) Expenditure</b>	\$ 1,964	\$ 128,730	
	\$ (56,300)		

**Forest Preserve District Debt Service - Series 2021  
Fund 1915  
For Period Ended 4/30/2024**

5 Month Budget % = **41.7%**

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
<b>Beginning Balance</b>	\$ 65,335	\$ 65,335	
<b>REVENUE</b>			
191511 40510 Transfer from Fund 1903		1,937	
191511 41010 Current Tax	82,544		0.0%
191511 41350 Interest Income	100		0.0%
<b>Total Revenue</b>	<b>82,644</b>	<b>1,937</b>	<b>2.3%</b>
<b>EXPENDITURE</b>			
191511 66500 Miscellaneous Expense	475		0.0%
191511 68640 Fiscal Agent Fee	1,107	0	0.0%
191511 68790 Debt Service - Interest 2021	33,544	17,272	51.5%
191511 68800 Debt Service - Principal 2021	50,000	50,000	
<b>Total Expenditure</b>	<b>85,126</b>	<b>67,272</b>	<b>79.0%</b>
<b>Ending Balance</b>	<b>\$ 62,853</b>	<b>\$ -</b>	
<b>Revenue over/(under) Expenditure</b>	<b>\$ (2,482)</b>		



**To:** Kendall County Forest Preserve District Finance Committee

**RE:** Ordinance #06-04-01 - Granting of Easements and Licenses  
Ohio Valley Acquisition - TC Energy Pipeline Expansion  
Calculation of Temporary Easement Fees and Charges for Discussion Purposes

**Date:** 30-May-24

**Attachments:** 1) Ordinance #06-04-01  
2) EXHIBIT A - FINAL TEMPORARY EASEMENT REQUEST

**Summary:**  
Kendall County Forest Preserve District has been approached by Ohio Valley Acquisition representing TC Energy requesting permissions to complete existing and future expansion pipeline geolocating, property boundary locating, wetland delineation and biological surveys, and an archaeological survey(s) both within and beyond the bounds of an existing 75' permanent easement (see attached Exhibit A). Under the provisions of the District's Easement and Licenses Ordinance #06-04-01, the District is able to grant temporary easements (90-days) and long-term easements (up to 99-years). Under the terms of the Ordinance, the proposed cost for a temporary easement has been generated and reviewed by the Finance Committee, with directions and recommendations under review for Commission approval. In approving an easement (or license), the Board may waive specific provisions of the Ordinance if the Board determines that it is in the best interests of the District to do so. The Board of Commissioners has directed staff to work with the Kendall County State's Attorney's Office to negotiate and develop the temporary easement documents for presentation to Commission for approval.

**Company Request(s):** 1) A 3-Year 6-month temporary easement (termination on December 31, 2027)  
2) A permanent expanded easement (construction and maintenance of a new pipeline)

**Easement Acreage:** Existing easement: 3.34-acres  
Temporary easement (total): 3.87-acres  
Permanent easement (future): 2.11 acres

**ORDINANCE #06-04-01: Fees and Charges** **NOTES:**

<b>Temporary Easement Cost Assessment per Ordinance</b>	
<b>Application Fee:</b>	\$750.00 <i>Invoice Paid - 05/13/2024</i>
<b>Monetary Fee:</b>	\$58,050.00 <i>Temporary easement total acres (3.87) X \$15,000 per acre</i>
<b>Tree Replacement:</b>	\$0.00 <i>Tree removal not anticipated/restricted as part of temporary easement provisions</i>
<b>Staff Costs</b>	<u>\$5,000.00</u> <i>Estimate based on District/County Staff Time (Billing Rate: \$71.80 per hour)</i>
<b>TOTAL</b>	\$63,800.00 <i>Cost - Estimate Based on Support Staff Inputs</i>
	\$63,050.00 <i>Amount Due Prior to Presentation to Commission for Approval</i>

**Directions and Updates:**

1. Inform Ohio Valley Acquisition on the proposed Temporary Easement fees.  
**STATUS: COMPLETED** **UPDATED: 4/23/2024 (Final Exhibits Under Development)**
2. Consider a motion requesting KC-SAO support for the development of the temporary easement provisions for Commission approval.  
**STATUS: APPROVED BY COMMISSION - REVIEW COMPLETED BY 05/14/2024**

UPDATED PARCEL EXHIBITS: RECEIVED 05-22-2024 - SHAPEFILES RECEIVED FOR FINAL KC-GIS EXHIBIT

UPDATED PARCEL EXHIBITS: RECEIVED 05/22/2024

ORDINANCE #06-04-01: Fees and Charges

NOTES:

Temporary Easement Cost Assessment per Ordinance

Application Fee:	\$750.00	Invoice Paid - 05/13/2024
Monetary Fee:	\$58,050.00	Temporary easement total acres (3.87) X \$15,000 per acre
Tree Replacement:	\$0.00	Tree removal not anticipated/restricted as part of temporary easement provisions
Staff Costs	\$5,000.00	Estimate based on District/County Staff Time (Billing Rate: \$71.80 per hour)
<b>TOTAL</b>	<b>\$63,800.00</b>	Cost - Estimate Based on Support Staff Inputs

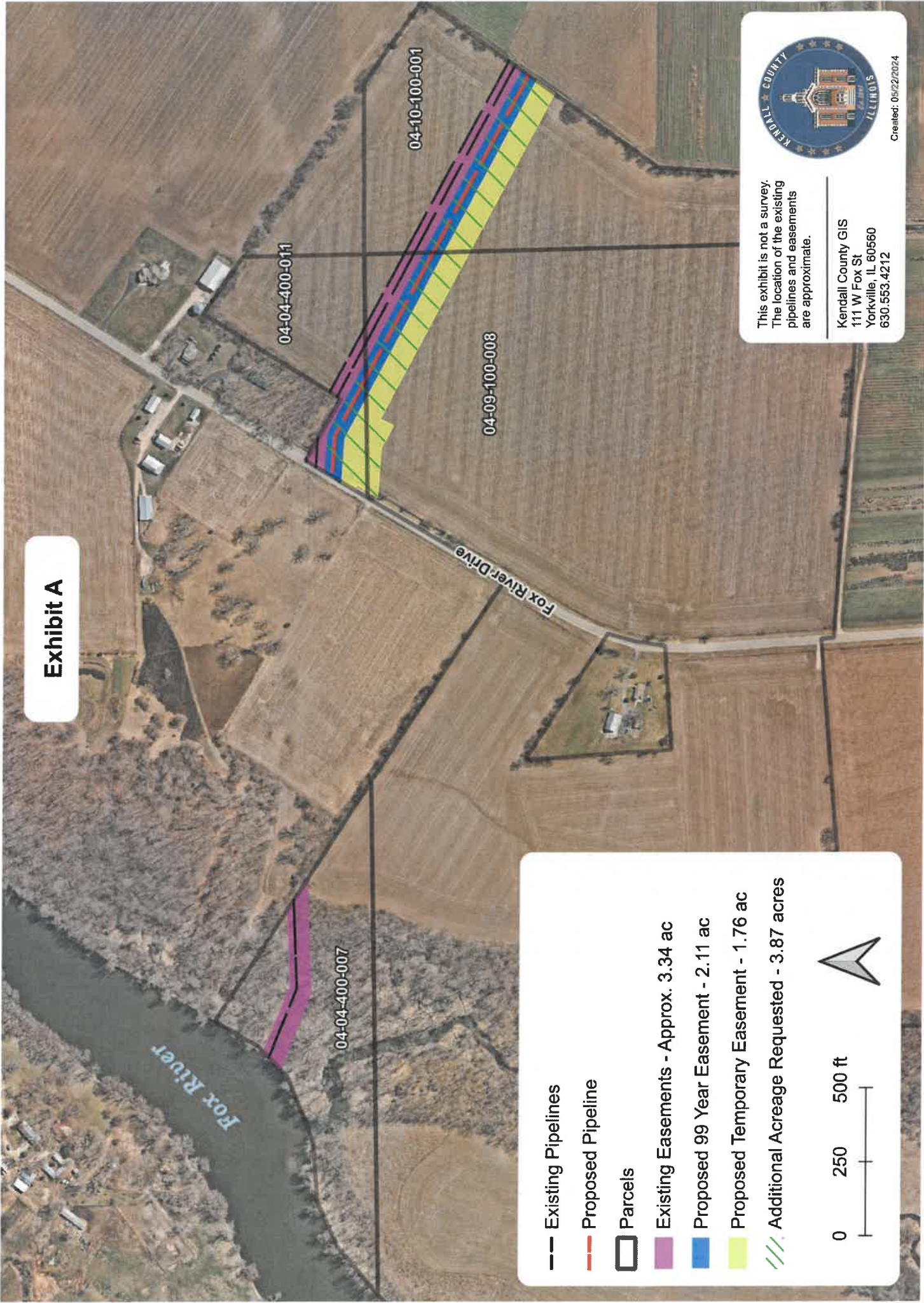
VARIANCES: 90 DAYS TO 2.5 Years; Credit of \$15,000 per acre monetary fee to 99-year easement

99-Year Easement Cost Assessment per Ordinance

Application Fee:	\$750.00	Payment Now Due (Invoice Attached)
Monetary Fee:	\$86,445.31	99-Year easement total acres (2.11 acres) X (\$30,969.34 FMV per acre + \$25,000 per acre) - (\$15,000 per acre X 2.11 acres) \$118,095.31 (If no discount approved)
Tree Replacement:	\$0.00	Tree removal not anticipated/restricted as part of temporary easement provisions
Staff Costs	\$5,000.00	Estimate based on District/County Staff Time (Billing Rate: \$71.80 per hour)
<b>TOTAL</b>	<b>\$92,195.31</b>	Cost - Estimate Based on Support Staff Inputs

**FINAL EST. \$155,995.31 Temporary + 99-Year Easement Total**

# Exhibit A



- Existing Pipelines
- Proposed Pipeline
- ▭ Parcels
- Existing Easements - Approx. 3.34 ac
- Proposed 99 Year Easement - 2.11 ac
- Proposed Temporary Easement - 1.76 ac
- Additional Acreage Requested - 3.87 acres



This exhibit is not a survey.  
The location of the existing  
pipelines and easements  
are approximate.

Kendall County GIS  
111 W Fox St  
Yorkville, IL 60560  
630.553.4212



Created: 05/22/2024

To: KCFPD Finance Committee  
From: David Guritz, Exec. Advisor  
Antoinette White, Acting Exec. Director  
RE: Proposed Route 52 – “Aux Sable Creek Forest Preserve” OSLAD project.  
Date: May 30, 2024

In consultation with Upland Design, the IDNR’s OSLAD grants policy restricts the District from applying for an OSLAD grant that includes both acquisition and development. The only exception is for projects where 100% of the land value is donated and counted as match.

To take full advantage of the OSLAD program, the District will need to first acquire the property with an OSLAD grant, then secure a second OSLAD grant within the three years following acquisition to improve public access.

If the District takes advantage of the FY24 OSLAD cycle to purchase the 37-acre parcel this fall (Fair Market Value: \$333,079.00), the District needs to generate a site development plan for public access. A proposal has been received from Upland Design that includes contracted support for the development and submission of the FY24 OSLAD proposal.

Here’s an updated breakdown of proposed costs and reimbursements for the acquisition phase:

1. Acquisition Cost: \$333,079.00

Source 1:	\$262,748.00	Land-Cash Funding Available
Source 2:	\$ 70,331.00	Rolling Grant Fund 1913 (Reimbursable)
Total:	\$333,079.00	

2. OSLAD Reimbursement: \$166,540.00 (50%)

Fund 1913 Reimbursement	\$70,331.00
Fund 1907 Capital Fund Deposit	\$96,209.00

Net cost to District for acquisition: \$166,540.00

In the attached letter, TCF commits to the following:

“Funds in excess of the amount outstanding on the project (along with expenses and fees) will be retained by us and dedicated to use for acquisition or preserve improvement projects in Kendall County.”

TCF’s amount outstanding on the project is approximately \$113,571.00. The remaining \$219,508.00 retained by TCF following closing would be available to support future District projects.

The net benefits for taking this approach include:

1. An increase to the District's unrestricted capital funds (Fund 1907) by \$96,209.00
2. Dedicated future capital project support commitment from TCF totaling \$219,508.00
3. An overall net gain for District capital project funding of \$52,969.00
  - A.  $96,209.00 + 219,508.00 - \$262,748.00$  (land cash funds) = \$52,969.00

In short, if the District is awarded an OSLAD grant, and counting in TCF's commitment to fund future District projects, the District will acquire the property with an overall net gain over costs of \$52,969.00.



**Chair**  
Christopher Burke, PhD

**Vice Chair**  
Nancy Hopp

**Treasurer**  
Thomas Schneider

**Secretary**  
Tom Bennington

**Trustees**

John Binneboese  
Lourdes "Lulu" Blacksmith, EdD  
Pete Conholly  
Dave Gorman  
John Gormley  
David Hulseberg  
Robert Hutchinson  
Susan Jayne  
Carole Koch  
Julie Long  
Joe Milkan  
Jeanette Press  
Mario Short  
Lois Vitt Sale  
Ellen Von Ohlen  
Daniel Wagner  
Jeff Wehrli  
Dennis E. Wisnosky

**Leadership Board**

James Bramsen  
President/CEO  
Spraying Systems  
Company

Anthony A. Casaccio  
President  
Inland Real Estate  
Development Corp.

Christine Sobek, EdD  
President  
Waubensee Community College

Robert J. Schillerstrom  
Former Chairman  
DuPage County

Stephen C. Van Arsdell  
Retired Chairman/CEO  
Deloitte & Touche

**President/CEO**  
Brook McDonald

May 16, 2024

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

Re: Kovacevich Property/OSLAD grant

Dear Mr. Guritz:

This letter is to affirm our interest in moving forward with the District regarding the Kovacevich property. As per our discussion this afternoon, we understand that the District is interested in purchasing the property from us at its fair market value at the time we purchased it (\$333,079). We understand that the District will be pursuing an OSLAD grant to help fund the purchase, and that it will take some time. We agree to continue to hold title to the land until the grants are awarded.

Funds in excess of the amount outstanding on the project (along with expenses and fees) will be retained by us and dedicated to use for acquisition or preserve improvement projects in Kendall County.

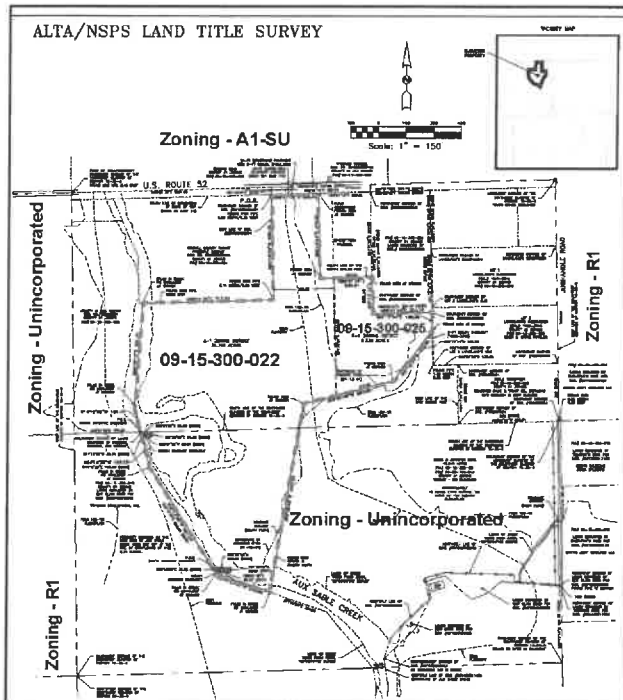
We look forward to continuing to work with you and the District on this exciting project!

Sincerely,

Dan Lobbes  
Director of Land Protection

## Aux Sable Creek Forest Preserve Concept Plan and OSLAD Grant Kendall County Forest Preserve District

May 21, 2024



**Project Background:** The Kendall County Forest Preserve District is interested in acquiring two parcels along the Aux Sable Creek and adjacent to Baker Woods Forest Preserve. The site on Route 52 is owned by The Conservation Foundation and colloquially known as the “Kovacevich parcel.” To meet grant requirements, the District would like to undertake a concept planning process and then have an Illinois Department of Natural Resources Open Space Land Acquisition and Development (OSLAD) grant application prepared for 2024 submittal.

**Project Scope:** Upland Design Ltd. proposes to accomplish the following work items to assist the

District with the concept plan and OSLAD grant application. An approximate timeline is indicated and actual dates will be set to accommodate Kendall County Forest Preserve District needs and grant deadlines.

A two-phase approach to planning will be utilized:

Phase I – Concept Plan & Public Engagement

Phase II – OSLAD Grant Application

**Survey & Base Data:** The District has shared a Plat of Survey file for parcels. Upland will request an AutoCAD file of this plat for use as a base plan. The Conservation Foundation will share a current warranty/trustee deed for the property. Upland will gather FIRM map, Eco CAT, USGS and soils information for the site.

## Phase I Concept Plan & Public Engagement

**Kick-Off Site Visit:** A site visit will be made to review existing conditions. We will meet with District Staff to discuss challenges and opportunities for the site and how it relates to the Baker Woods site and the Aux Sable creek. Photos will be taken for in-office reference.

**Preliminary Park Ideas:** Upland Design Ltd. will prepare a concept plan showing preliminary forest preserve layout along with images of potential amenities. A cost estimate will also be provided as this will be required for the grant application. The concept plan and costs will be shared and discussed with District Staff. After a review of the preliminary plan, Upland will update the plan in advance of the first public meeting. The updates will be reviewed with District staff. (1 Virtual Meeting)

**Public Open House #1:** The concept plan with photos/images will be presented at the first public meeting. The District will host and advertise the meeting. The public will have an opportunity to share thoughts and give input. Surveys, and/or input cards will be used to garner feedback. Advertisements and sign in sheets will be collected for grant submittal.

(Public Meeting #1- in person)

**Concept Refinement:** After initial public input, Upland will utilize public feedback to refine the concept plan and cost estimate. The concept and cost estimate will be emailed to District Staff for review and inclusion in the Board packet.

**Public Meeting # 2:** The refined concept plan along with costs will be presented at a public Board meeting which will also act as the second public meeting. The Board and any public meeting attendees will have an opportunity to give additional input on the concept plan and future public access at this site. The Board can also choose to approve the required OSLAD resolution at this meeting to be able to submit the grant. This information can also be shared digitally if the District would like to add it to their website for additional input. A summary of comments will be prepared and a recommendation for the final list of program elements. Advertisements and sign in sheets will be collected for grant submittal.

(Public Meeting #2- Board Meeting)

**Final Concept Plan Preparation and Costs:** Based on the staff feedback and the second public meeting, Upland Design will prepare a final concept plan. The plan and cost estimates will be updated and rendered with labels. These will be submitted to the District staff via email for approval.



## Phase II - OSLAD Grant Application

Upland Design Ltd. will prepare an OSLAD grant application based on the selected plan and costs. The District will assist with connecting their GATA portal to Amplifund and sharing access with Upland Design so that documents can be uploaded and submitted. Narratives will be prepared with supplemental information as listed below for a complete application. We will discuss the final cost to be submitted with the grant application with the District to ensure concurrence with each element. A number of items will be shared by the District as listed below to complete the application.

	District	Upland Design
Amplifund Web Set Up with District- Filled in by Upland	X	X
GATA and CAGE Documentation and Numbers	X	
General Project Data	X	X
Acquisition History and Certification – reviewed and signed	X	X
Resolution of Authorization – reviewed and signed	X	X
Development Data / Cost Estimate		X
Narrative Statement		X
Location Map		X
Site Development Plan		X
Sketches and Elevations of Project Elements		X
Premise Plat Map	X	
Environmental Assessment Statement		X
Ecological Compliance Assessment Tool (EcoCAT) report		X
Cultural Resources, Endangered Species and Wetland Report ( a wetland delineation is not included)		X
National Wetland Map		X
Commitment for Title Insurance, Deed, or Lease	X	
FEMA Flood Map		X
Project Justification: Community Plan, Public Hearing Information, Support Letters, etc.	X	X

Upland Design Ltd. will submit a draft copy of the grant application to the District via email. District Staff will review the draft grant submittal and Upland Design will make final changes based on the input. The documents will then be uploaded on the IDNR website in the Amplifund system. With the plans and documents approved and submitted, a digital file of the grant submittal will be delivered to the District. Upland Design will assist with questions during the IDNR grant review process.

**IDNR Site Visit:** The District staff will meet with IDNR grant staff onsite if they request a tour.

**IDNR Interview:** Interviews were not completed in the most recent grant cycle, and we do not expect them to take place in 2024. If that changes, Upland Design will work closely with the District to prepare a presentation for grant staff to be given by the District.

## Professional Fees

The following professional fees are lump sum for the work described herein for professional services by Upland Design Ltd.

Phase I: Concept Plan & Public Engagement	\$ 5,500
Phase II: OSLAD Grant Application	\$ 6,300
<b>Total</b>	<b>\$11,800</b>

### Estimated Reimbursable Costs:

Reimbursable items will include plotting and printing of drawings, foam core, and delivery of plans/documents at the direct cost to Upland Design Ltd and mileage reimbursement at the current IRS reimbursement rate.

### Timeline:

Scope	Date
Site Visit & Public Meeting #1	June 1 – June 30th
Board Meeting and Final Plan	July 1 – July 30th
Prepare OSLAD Grant	July 1 – September 11, 2024
Submit OSLAD Grant	September 11, 2024
IDNR Grant Deadline	September 13, 2024

**Excluded:** Scope of services set forth on page 1-3 is included in this proposal. Excluded services include but are not limited the following: Hydrologic/hydraulic modeling the floodplain/floodway, engineering of any kind, wetland mitigation, archeological services, environmental testing, subsurface conditions and material testing, boundary survey, topographic survey, soil borings, construction documents, construction layout; construction scheduling; construction work; work-site safety, labor negotiations, permit fees, tree survey, tree preservation plans, irrigation plans or court appearances as part of these services.

**Expiration of Proposal:** If this proposal is not accepted within 90 days, the offer to perform the described services is withdrawn and shall be null and void.

IN WITNESS WHEREOF, the parties hereto have executed this proposal this \_\_\_\_ day of \_\_\_\_, 2024.

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

Upland Design Ltd.  
24042 Lockport Street, Suite 200  
Plainfield, IL 60544

Sign: \_\_\_\_\_

Sign: 

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

By: Michelle A. Kelly, President  
Upland Design, Ltd.