

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

AGENDA

THURSDAY, JULY 25, 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 June 30, 2024
- VII. **OLD BUSINESS**
 - A. Ohio Valley Acquisition LLC – TC Energy Proposed Easements – Status Report
 - B. Henneberry Forest Preserve Maintenance Access Drive – Progress Updates
 - C. Unemployment Claims Expense Coding – Auditor’s Response
 - D. FY25 Preliminary Operating Fund (Fund 1900) – Updated Draft
 - E. **MOTION**: Approval of a Motion to Forward Finance Committee Recommendations for Illinois Fund Deposits for Fund 1900 (Operating Fund); 1910 (Land Cash Fund), and 1911 (Liability Fund)
- VIII. **NEW BUSINESS**
 - A. Hoover Forest Preserve Cured-in-Place Pipe (CIPP) Sewer Main Lining Project – Final Bid Announcement and Bid Documents
 - B. Upland Design LTD Proposal - Design, Development, and Construction Oversight for the Hoover-Fox River Bluffs Trail Connection Project
 - C. Prairie Archaeology & Research, LTD Phase II Archeological Survey Proposal – Hoover and Fox River Bluffs Forest Preserve
 - D. Hoover – Fox River Bluffs Forest Preserves - Proposed Voluntary Habitat Restoration Projects
 - E. Innovative Underground Proposal – Drain Tile Relocation and Utility Marking Proposal – Subat Forest Preserve Highway Grading and Natural Areas Restoration Project
- IX. **OTHER ITEMS OF BUSINESS**
 - A. Mary M. Subat Nature Center Project – Process for Review and Approval of Change Orders
 - B. Mary M. Subat Nature Center – Ground Breaking Event – Thursday, August 15 at 3:00 PM (Tentative)
 - C. Baker Woods Forest Preserve – 50/50 Hay Crop Updates
- 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

7/24/2024 10:47:38 AM

Department	Vendor #	Vendor Name	Invoice #	Invoice Description	GL Account	Description	Invoice Amount
Ellis Grounds	1323	MENARDS	2915	Residue remover, brush set, hardware, lubricant	19001162 68580	Grounds and Maintenance	\$38.16
						Sub-Total	\$38.16
					Ellis Grounds	Total	\$38.16
	4762	WATCH COMMUNICATIONS	1405336073124	Ellis Internet Services	19001160 62270	Utilities	\$108.49
						Sub-Total	\$108.49
Ellis House	1323	MENARDS	1597	Toilet paper, hardware, dish soap, cleaner	19001160 68580	Grounds and Maintenance	\$82.93
	1323	MENARDS	2866	Diesel Canister, lightbulbs, weed killer	19001160 68580	Grounds and Maintenance	\$63.77
	1323	MENARDS	2985	Paper towels, flood light, wood floor cleaner	19001160 68580	Grounds and Maintenance	\$58.84
						Sub-Total	\$205.54
					Ellis House	Total	\$314.03
Ellis Other Rentals	4860	THERESA WEDESKY	24-00168	Ellis Sec Dep Refund	19001169 63040	Security Deposit Refund	\$135.00
						Sub-Total	\$135.00
					Ellis Other Rentals	Total	\$135.00

Ellis Weddings	3131	GROOT INC	12692725T102	Waste & Recycling Services	19001168 63070	Refuse Pickup	\$107.73
					Ellis Weddings	Sub-Total	\$107.73
Environ. Educ. Other Pblc Prg						Total	\$107.73
	3380	AMAZON CAPITAL SERVICES	1QGQ-3MW6-RMGG	Various Supplies-Education Dept	19001179 63030	Program Supplies	\$34.93
						Sub-Total	\$34.93
Environmental Educ. Natrl Beg.					Environ. Educ. Other Pblc Prg	Total	\$34.93
	3380	AMAZON CAPITAL SERVICES	1QGQ-3MW6-RMGG	Various Supplies-Education Dept	19001178 63030	Program Supplies	\$144.42
	3380	AMAZON CAPITAL SERVICES	1QNY-T4RT-VXP1	Various Supplies-Education Dept	19001178 63030	Program Supplies	\$53.97
						Sub-Total	\$198.39
Environmental Education Camps					Environmental Educ. Natrl Beg.	Total	\$198.39
	3380	AMAZON CAPITAL SERVICES	1QGQ-3MW6-RMGG	Various Supplies-Education Dept	19001177 63030	Program Supplies	\$152.44
	3380	AMAZON CAPITAL SERVICES	1QNY-T4RT-VXP1	Various Supplies-Education Dept	19001177 63030	Program Supplies	\$47.97
						Sub-Total	\$200.41
					Environmental Education Camps	Total	\$200.41

Forest Preserve Director	1020	ILLINOIS STATE POLICE SERVICES FUND	20240605718	Background Check	190011 62000	Office Supplies	\$10.00
						Sub-Total	\$10.00
	21	ADS, INC	147996073124	Alarm Monitoring-Ellis	190011 62150	Contractual Services	\$391.62
	84	ARTLIP AND SONS INC	211379	MHL A/C Repairs	190011 62150	Contractual Services	\$1,261.00
						Sub-Total	\$1,652.62
	1827	UPLAND DESIGN LTD	23-1230-01	Fox River RTP Grant App Assistance	190711 66500	Miscellaneous Expense	\$6,381.00
						Sub-Total	\$6,381.00
					Forest Preserve Director	Total	\$8,043.62
	3131	GROOT INC	12692725T102	Waste & Recycling Services	19001183 63070	Refuse Pickup	\$343.33
						Sub-Total	\$343.33
1452	NICOR	85662610121073 124	Nicor Millbrook S	19001183 63090	Natural Gas	\$144.75	
1452	NICOR	87946110001073 124	Nicor Harris	19001183 63090	Natural Gas	\$83.08	
					Sub-Total	\$227.83	
1323	MENARDS	2910	Tarp strap, gloves, cleaners, wrench	19001183 63110	Shop Supplies	\$66.32	
					Sub-Total	\$66.32	

**Grounds and Natural
Resources**

Grounds and Natural Resources												
678	GRAINCO FS, INC.	75039003	Herbicide	19001183	68530	Preserve Improvements						\$73.33
											Sub-Total	\$73.33
											Grounds and Natural Resources	\$710.81
Hoover												
3603	NANCY ELLEN	23-00406073124	Balance due from sec dep refund-MHL	19001171	63040	Security Deposit Refund						\$30.00
4857	FIELD MUSEUM	24-00204	Kingfisher Sec Dep Refund	19001171	63040	Security Deposit Refund						\$100.00
4859	MODESTO FAVELA	24-00139	MHL Sec Dep Refund	19001171	63040	Security Deposit Refund						\$242.50
4864	NASTARSHAIA MAYES	24-00230	Kingfisher Sec Dep Refund	19001171	63040	Security Deposit Refund						\$100.00
											Sub-Total	\$472.50
1452	NICOR	22827083027073 124	Nicor Hoover Shop	19001171	63090	Natural Gas						\$48.12
1452	NICOR	23336698297073 124	Nicor Rookery	19001171	63090	Natural Gas						\$52.62
1452	NICOR	24614203628073 124	Nicor Blazing Star	19001171	63090	Natural Gas						\$44.63
1452	NICOR	28235299733073 124	Nicor Moonseed	19001171	63090	Natural Gas						\$49.82
1452	NICOR	30831034894073 124	Nicor Kingfisher	19001171	63090	Natural Gas						\$49.82

1452	NICOR	50980197128073 124	Nicor Meadowhawk Lodge	19001171 63090	Natural Gas	\$52.79
1452	NICOR	72389374124073 124	Nicor Hoover Residence	19001171 63090	Natural Gas	\$29.89
1452	NICOR	88551401149073 124	Nicor Hoover Maintenance	19001171 63090	Natural Gas	\$46.87
					Sub-Total	\$374.56
2047	COMED	04740380000731 24	ComEd Hoover Multiple	19001171 63100	Electric	\$949.54
2047	COMED	05073970000731 24	ComEd Hoover Bathroom	19001171 63100	Electric	\$89.40
2047	COMED	98378312220731 24	ComEd Hoover Residence	19001171 63100	Electric	\$96.78
					Sub-Total	\$1,135.72
84	ARTLIP AND SONS INC	211385	MHL Expansion Valve Installation	19001171 63120	Building Maintenance	\$1,217.00
1323	MENARDS	2285	Screws	19001171 63120	Building Maintenance	\$27.96
1323	MENARDS	3344	Door closer, vent pipe, sealant	19001171 63120	Building Maintenance	\$46.29
1323	MENARDS	3359	Ceiling Tile	19001171 63120	Building Maintenance	\$41.12
					Sub-Total	\$1,332.37
				Hoover	Total	\$3,315.15
4856	KELLY LEONARD	24-00215	Pickerill Sec Dep Refund	19001184 63040	Security Deposit Refund	\$315.00
					Sub-Total	\$315.00

Pickerill - Pigott

Pickerill - Pigott

4631	GRNE NELNET HOLDCO 2023 LLC	CI-000368757	Pickerill Solar	19001184 63100	Electric	\$307.92
					<i>Sub-Total</i>	\$307.92
				Pickerill - Pigott	Total	\$622.92
					Grand Total	\$13,721.15

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

FOREST PRESERVES & PROGRAMS

Beginning Balance

Revenue				
Revenue - Administration	66.2%	1,038,339	523,039	50.4%
Revenue - Ellis House & Equestrian Center	9.1%	142,208	86,390	60.7%
Revenue - Hoover FP	6.2%	97,400	68,076	69.9%
Revenue - Env. Education	14.4%	226,000	173,573	76.8%
Revenue - Grounds & Natural Resources	3.0%	46,500	12,795	27.5%
Revenue - Pickerill Pigott FP	1.2%	19,180	5,750	30.0%
Total Revenue	100.0%	1,569,627	869,622	55.4%

Expenditure				
Expenditure - Administration	36.2%	568,946	271,190	47.7%
Expenditure - Ellis House & Equestrian Center	12.9%	202,559	107,489	53.1%
Expenditure - Hoover FP	16.4%	257,754	101,942	39.6%
Expenditure - Env. Education	14.6%	229,005	120,750	52.7%
Expenditure - Grounds & Natural Resources	19.1%	300,299	148,856	49.6%
Expenditure - Pickerill Pigott FP	0.7%	11,064	7,359	66.5%
Total Expenditure	100.0%	1,569,627	757,586	48.3%

ENDING BAL

Surplus/(Deficit)

\$	652,394	\$	652,394	%
\$	-	\$	112,036	

	Budget	YTD	%
\$	652,394	\$ 652,394	%
Revenue - Administration	1,038,339	523,039	50.4%
Revenue - Ellis House & Equestrian Center	142,208	86,390	60.7%
Revenue - Hoover FP	97,400	68,076	69.9%
Revenue - Env. Education	226,000	173,573	76.8%
Revenue - Grounds & Natural Resources	46,500	12,795	27.5%
Revenue - Pickerill Pigott FP	19,180	5,750	30.0%
Total Revenue	1,569,627	869,622	55.4%
Expenditure - Administration	568,946	271,190	47.7%
Expenditure - Ellis House & Equestrian Center	202,559	107,489	53.1%
Expenditure - Hoover FP	257,754	101,942	39.6%
Expenditure - Env. Education	229,005	120,750	52.7%
Expenditure - Grounds & Natural Resources	300,299	148,856	49.6%
Expenditure - Pickerill Pigott FP	11,064	7,359	66.5%
Total Expenditure	1,569,627	757,586	48.3%
\$	652,394	\$ 764,430	
\$	-	\$ 112,036	

	Budget	YTD	%
\$	600,007	\$ 600,007	%
Revenue - Administration	828,024	489,724	59.1%
Revenue - Ellis House & Equestrian Center	151,970	58,676	38.6%
Revenue - Hoover FP	72,200	71,131	98.5%
Revenue - Env. Education	278,560	161,716	74.0%
Revenue - Grounds & Natural Resources	38,500	11,875	30.8%
Revenue - Pickerill Pigott FP	8,000	1,540	19.3%
Total Revenue	1,317,254	794,662	60.3%
Expenditure - Administration	387,691	245,225	63.3%
Expenditure - Ellis House & Equestrian Center	199,264	94,546	47.4%
Expenditure - Hoover FP	235,286	121,235	51.5%
Expenditure - Env. Education	202,226	111,278	55.0%
Expenditure - Grounds & Natural Resources	284,078	145,148	51.1%
Expenditure - Pickerill Pigott FP	7,000	7,071	101.0%
Total Expenditure	1,315,545	724,503	55.1%
\$	601,716	\$ 670,166	
\$	1,709	\$ 70,159	

	YTD Variance	% Change
\$	52,387	
Revenue - Administration	33,315	7%
Revenue - Ellis House & Equestrian Center	27,713	47%
Revenue - Hoover FP	-3,055	-4%
Revenue - Env. Education	11,857	7%
Revenue - Grounds & Natural Resources	920	8%
Revenue - Pickerill Pigott FP	4,210	273%
Total Revenue	74,960	9%
Expenditure - Administration	25,965	11%
Expenditure - Ellis House & Equestrian Center	12,943	14%
Expenditure - Hoover FP	-19,293	-16%
Expenditure - Env. Education	9,472	9%
Expenditure - Grounds & Natural Resources	3,708	3%
Expenditure - Pickerill Pigott FP	288	4%
Total Expenditure	33,083	5%
\$	94,264	14.1%
\$	41,877	

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

FOREST PRESERVE CATEGORIES

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Beginning Balance						
Revenue						
Property Tax	48.4%	759,981	402,472	376,415	26,057	7%
Interest Income	0.5%	7,400	4,818	3,786	1,032	27%
Other Income	11.9%	186,558	10,910	7,233	3,677	51%
Donations	1.4%	21,501	1,000	6,500	-2,186	-69%
Rental Revenue	5.9%	92,080	64,115	79,200	-1,097	-2%
Program Revenue	23.0%	360,707	258,218	362,530	40,463	19%
Farm License Revenue	7.2%	112,900	112,917	97,000	6,638	6%
Security Deposits	1.6%	24,500	12,341	15,500	-376	-3%
Credit Card Revenue	0.3%	4,000	2,832	3,500	751	36%
Total Revenue	100.0%	1,569,627	869,622	794,662	74,960	9%
Expenditure						
Personnel	53.0%	832,568	400,081	386,929	13,152	3%
Benefits	18.8%	295,137	179,232	280,319	-12,949	-7%
Contractual	14.0%	219,982	40,451	69,219	4,099	11%
Commodities	8.7%	137,250	93,141	143,516	14,546	19%
Other	5.4%	84,690	44,681	74,627	14,234	47%
Total Expenditure	100.0%	1,569,627	757,586	724,503	33,083	5%
ENDING BAL						
		\$ 652,394	\$ 764,430	\$ 601,716	\$ 94,264	14.1%
Surplus/(Deficit)		\$ -	\$ 112,036	\$ 1,709	\$ 41,877	

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

ADMINISTRATION

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Property Tax	759,981	402,472	710,448	376,415	26,057	7%
Interest Income	7,400	4,818	533	3,786	1,032	27%
Other Income	149,058	-	11,543	40	-40	-100%
Donations	5,000	-	5,000	1,124	-1,124	-100%
Farm License Revenue	112,900	112,917	97,000	106,279	6,638	6%
Security Deposit Revenue						
Credit Card Revenue	4,000	2,832	3,500	2,080	751	36%
Program Revenue						
Transfers In						
Total Revenue	1,038,339	523,039	828,024	489,724	33,315	7%
Expenditure						
Personnel	192,864	101,809	174,757	92,677	9,132	10%
Benefits	162,301	125,789	153,768	117,039	8,750	7%
Contractual	192,282	26,912	41,519	23,720	3,192	13%
Commodities	15,200	13,917	14,950	9,267	4,650	50%
Other	6,299	2,763	2,697	2,522	242	10%
Total Expenditure	568,946	271,190	387,691	245,225	25,965	11%
Surplus/(Deficit)	\$ 469,393	\$ 251,849	\$ 440,333	\$ 244,499		
	73.2%					
	0.7%					
	14.4%					
	0.5%					
	10.9%					
	0.4%					
	100.0%					
	33.9%					
	28.5%					
	33.8%					
	2.7%					
	1.1%					
	100.0%					

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

ELLIS HOUSE & EQUESTRIAN CENTER

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	1	-	-	1	-1	
Security Deposit	6,000	1,745	7,500	1,100	645	59%
Credit Card Revenue	-	-	-	-		
Program Revenue	136,207	84,645	144,470	57,575	27,069	47%
Total Revenue	142,208	86,390	151,970	58,676	27,713	47%
Expenditure						
Personnel	126,835	65,749	119,593	62,051	3,699	6%
Employee Benefits	15,374	7,107	13,771	7,999	-892	-11%
Contractual	11,200	5,236	11,200	4,543	693	15%
Commodities	29,300	16,003	35,200	12,967	3,036	23%
Other	19,850	13,394	19,500	6,987	6,407	92%
Total Expenditure	202,559	107,489	199,264	94,546	12,943	14%
Surplus/(Deficit)	\$ (60,351)	\$ (21,099)	\$ (47,294)	\$ (35,870)		

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

HOOVER FOREST PRESERVE

	Current Year FY24		Prior Year FY23		YTD Variance			
	Budget	YTD	%	Budget	YTD	%	\$ Change	% Change
Revenue								
Donations	-	-		-	-			
Rental Revenue	83,900	58,525	69.8%	65,200	59,786	91.7%	-1,262	-2%
Security Deposit Rev	13,500	9,551	70.8%	7,000	11,345	162.1%	-1,794	-16%
Program Revenue	-	-		-	-			
Total Revenue	97,400	68,076	69.9%	72,200	71,131	98.5%	(3,055)	-4%
Expenditure								
Personnel	151,203	45,575	30.1%	135,349	62,342	46.1%	-16,767	-27%
Employee Benefits	47,301	10,656	22.5%	43,887	23,704	54.0%	-13,047	-55%
Contractual	-	-		-	-			
Commodities	45,750	38,989	85.2%	47,050	28,569	60.7%	10,420	36%
Other	13,500	6,721	49.8%	9,000	6,620	73.6%	101	2%
Total Expenditure	257,754	101,942	39.6%	235,286	121,235	94.6%	(19,293)	-16%
Surplus/(Deficit)		\$ (160,354)	\$ (33,866)		\$ (163,086)	\$ (50,104)		

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

ENVIRONMENTAL EDUCATION

Revenue
Donations
Security Deposit
Credit Card Revenue
Program Revenue
Total Revenue

Expenditure
Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure

Surplus/(Deficit)

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
0.7%	1,500	-	500	1,536	-1,536	-100%
99.3%	224,500	173,573	218,060	160,180	13,393	8%
100.0%	226,000	173,573	218,560	161,716	11,857	7%
85.1%	194,872	102,414	170,620	93,348	9,065	10%
9.5%	21,702	11,904	16,786	11,680	224	2%
3.3%	7,550	2,943	-	2,731	212	8%
2.1%	4,881	3,489	7,270	3,519	-30	-1%
100.0%	229,005	120,750	202,226	111,278	9,472	9%
	\$ (3,005)	\$ 52,823	\$ 16,334	\$ 50,438		

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

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 FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	%	Budget	YTD	%
80.6%	37,500	6,410	17.1%	30,500	5,985	19.6%
2.2%	1,000	1,000	100.0%	1,000	525	90%
	-	-		-	-	
17.2%	8,000	5,385	67.3%	7,000	5,365	76.6%
100.0%	46,500	12,795	27.5%	38,500	11,875	30.8%
54.5%	163,669	84,002	51.3%	147,545	76,510	51.9%
16.1%	48,220	22,731	47.1%	52,707	31,759	61.0%
5.5%	16,500	8,303	50.3%	16,500	8,089	49.0%
12.2%	36,750	15,507	42.2%	32,766	17,990	54.9%
11.7%	35,160	18,313	52.1%	35,160	10,799	30.7%
100.0%	300,299	148,856	49.6%	284,078	145,148	51.1%
	\$ (253,799)	\$ (136,061)		\$ (245,578)	\$ (133,273)	
					7,492	10%
					-9,028	-28%
					214	3%
					-2,483	-14%
					7,514	70%
					3,708	3%

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

PICKERILL PIGOTT FP

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	14,000	4,500	-	1,208	3,293	273%
Other Income	-	-	7,000	60	145	242%
Rental Revenue	180	205	1,000	273	773	283%
Security Deposit	5,000	1,045				
Total Revenue	19,180	5,750	8,000	1,540	4,210	273%
Expenditure						
Personnel	3,125	532	-	-	532	
Employee Benefits	239	1,045	1,000	-	1,045	
Contractual						
Commodities	2,700	5,783	6,000	7,071	-1,289	-18%
Other	5,000	-	-	-		
Total Expenditure	11,064	7,359	7,000	7,071	288	4%
Surplus/(Deficit)	\$ 8,116	\$ (1,609)	\$ 1,000	\$ (5,531)		

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

ELLIS HOUSE - 1160

Revenue
Donations
Security Deposit
Credit Card Revenue
Program Revenue
Total Revenue

Expenditure
Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure

Surplus/(Deficit)

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
	-	-	-	-	-	
48.9%	10,974	5,951	10,394	6,137	(186)	-3%
6.6%	1,476	738	1,638	839	-101	-12%
	-	-	-	-	-	
25.6%	5,750	5,661	7,250	5,711	-50	-1%
18.9%	4,250	4,403	3,800	2,871	1,532	53%
100.0%	22,450	16,753	23,082	15,559	1,194	8%
	\$ (22,450)	\$ (16,753)	\$ (23,082)	\$ (15,559)		

ELLIS BARN - 1161

Revenue
Donations
Security Deposit
Credit Card Revenue
Program Revenue
Total Revenue

Expenditure
Personnel
Employee Benefits
Contractual
Commodities
Other
Total Expenditure

Surplus/(Deficit)

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
	-	-	-	-	-	
63.1%	10,974	5,951	10,394	6,137	(186)	-3%
7.1%	1,476	745	1,638	839	-95	-11%
	-	-	-	-	-	
24.2%	5,000	3,215	6,500	350	2,865	
15.5%	3,200	2,758	2,700	854	1,904	223%
100.0%	20,650	12,668	21,232	8,179	4,488	55%
	\$ (20,650)	\$ (12,668)	\$ (21,232)	\$ (8,179)		

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

ELLIS GROUNDS - 1162

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations						
Security Deposit						
Credit Card Revenue						
Program Revenue	27,997	27,458	27,250		27,458	
Total Revenue	27,997	27,458	27,250		27,458	
Expenditure						
Personnel	21,947	11,902	20,788	11,001	901	8%
Employee Benefits	3,100	1,476	3,275	1,678	-202	-12%
Contractual	-	-	-	-	-	-
Commodities	-	-	-	-	-	-
Other	6,400	5,943	5,500	3,262	2,681	82%
Total Expenditure	31,447	19,321	29,563	15,941	3,380	21%
Surplus/(Deficit)	(\$ 3,450)	\$ 8,137	(\$ 2,313)	(\$ 15,941)		

ELLIS CAMPS - 1163

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations						
Security Deposit						
Credit Card Revenue						
Program Revenue	13,750	10,523	11,760	12,355	(1,832)	-15%
Total Revenue	13,750	10,523	11,760	12,355	(1,832)	-15%
Expenditure						
Personnel	3,790	1,790	3,484	1,219	570	47%
Employee Benefits	350	91	322	132	(40)	-31%
Contractual	-	-	-	-	-	-
Commodities	450	146	450	118	28	
Other	-	290	500	-	290	
Total Expenditure	4,590	2,317	4,756	1,469	848	58%
Surplus/(Deficit)	\$ 9,160	\$ 8,206	\$ 7,004	\$ 10,886		

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

ELLIS RIDING LESSONS - 1164

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations		1	-	1	-1	
Security Deposit		-	-	-		
Credit Card Revenue		-	-	-		
Program Revenue	63,800	30,049	70,000	28,157	1,892	7%
Total Revenue	63,801	30,049	70,000	28,158	1,891	7%
Expenditure						
Personnel	45,900	25,559	42,818	22,879	2,680	12%
Employee Benefits	5,500	2,556	3,959	2,914	-357	-12%
Contractual	9,000	4,735	9,000	4,029	706	18%
Commodities	14,500	5,844	16,600	5,582	263	5%
Other	-	-	1,000	-		
Total Expenditure	74,900	38,695	73,377	35,404	3,291	9%
Surplus/(Deficit)	\$ (11,099)	\$ (8,646)	\$ (3,377)	\$ (7,245)		

ELLIS BIRTHDAY PARTIES - 1165

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations		-				
Security Deposit		-				
Credit Card Revenue		-				
Program Revenue	6,000	2,457	6,000	3,694	-1,237	-33%
Total Revenue	6,000	2,457	6,000	3,694	(1,237)	-33%
Expenditure						
Personnel	7,750	2,449	7,077	3,074	-625	-20%
Employee Benefits	872	299	654	403	-103	-26%
Contractual	-	-	-	-		
Commodities	450	227	450	104	123	119%
Other	-	-	-	-		
Total Expenditure	9,072	2,975	8,181	3,580	(605)	-17%
Surplus/(Deficit)	\$ (3,072)	\$ (518)	\$ (2,181)	\$ 113		

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

ELLIS PUBLIC PROGRAMS - 1166

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-	-	-	-	-
Security Deposit	-	-	-	-	-	-
Credit Card Revenue	-	-	-	-	-	-
Program Revenue	3,000	423	3,000	1,543	(1,120)	-73%
Total Revenue	3,000	423	3,000	1,543	(1,120)	-73%
Expenditure						
Personnel	2,000	64	2,194	126	(62)	-49%
Employee Benefits	200	9	203	17	(8)	-50%
Contractual	-	-	500	-	-	-
Commodities	150	-	150	-	-	-
Other	-	-	-	-	-	-
Total Expenditure	2,350	73	3,047	143	(71)	-49%
Surplus/(Deficit)	\$ 650	\$ 350	\$ (47)	\$ 1,399		
	100.0%					
	100.0%					

ELLIS SUNRISE CENTER - 1167

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-	-	-	-	-
Security Deposit	-	-	-	-	-	-
Credit Card Revenue	-	-	-	-	-	-
Program Revenue	13,760	8,420	13,760	8,887	(467)	-5%
Total Revenue	13,760	8,420	13,760	8,887	(467)	-5%
Expenditure						
Personnel	22,000	12,084	19,054	11,106	978	9%
Employee Benefits	2,200	1,193	1,762	1,152	41	4%
Contractual	500	-	-	-	-	-
Commodities	3,000	910	3,800	1,102	(193)	-17%
Other	-	-	-	-	-	-
Total Expenditure	27,700	14,186	24,616	13,360	826	6%
Surplus/(Deficit)	\$ (13,940)	\$ (5,766)	\$ (10,856)	\$ (4,473)		
	100.0%					
	100.0%					

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

HOOVER GROUNDS - 1171

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-	-	-		
Revenue	5,900	5,950	6,800	4,150	1,800	43%
Security Deposit Revenue	-	-	-	-		
Credit Card Revenue	-	-	-	-		
Total Revenue	5,900	5,950	6,800	4,150	1,800	43%
Expenditure						
Personnel	72,477	21,948	67,674	30,960	-9,012	-29%
Employee Benefits	23,411	5,261	21,943	12,064	-6,803	-56%
Contractual	-	-	-	-		
Commodities	45,750	38,989	47,050	28,569	10,420	36%
Other	13,500	6,721	9,000	6,620	101	2%
Total Expenditure	155,138	72,920	145,667	78,213	(5,293)	-7%
Surplus/(Deficit)	\$ (149,238)	\$ (66,970)	\$ (138,867)	\$ (74,063)		

HOOVER BUNKHOUSE - 1172

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-	-	-		
Rental Revenue	34,000	24,876	28,500	24,985	-109	0%
Security Deposit Revenue	5,300	4,300	3,000	4,500	-200	-4%
Credit Card Revenue	-	-	-	-		
Total Revenue	39,300	29,176	31,500	29,485	(309)	-1%
Expenditure						
Personnel	36,239	10,974	33,837	15,480	-4,506	-29%
Employee Benefits	11,705	2,638	10,972	5,917	-3,279	-55%
Contractual	-	-	-	-		
Commodities	-	-	-	-		
Other	-	-	-	-		
Total Expenditure	47,944	13,612	44,809	21,397	(7,785)	-36%
Surplus/(Deficit)	\$ (8,644)	\$ 15,564	\$ (13,309)	\$ 8,088		

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

HOOVER CAMPSITE - 1173

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-	-	-	-	-
Rental Revenue	6,000	3,335	5,400	4,350	-1,015	-23%
Security Deposit Revenue	-	-	-	-	-	-
Credit Card Revenue	-	-	-	-	-	-
Total Revenue	6,000	3,335	5,400	4,350	(1,015)	-23%
Expenditure						
Personnel	18,119	5,487	16,919	7,740	-2,253	-29%
Employee Benefits	5,853	1,315	5,486	2,958	-1,643	-56%
Contractual	-	-	-	-	-	-
Commodities	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total Expenditure	23,972	6,802	22,405	10,698	(3,896)	-36%
Surplus/(Deficit)	\$ (17,972)	\$ (3,467)	\$ (17,005)	\$ (6,348)		

HOOVER MEADOWHAWK LODGE - 1174

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	-	-	-	-	-	-
Rental Revenue	38,000	24,364	24,500	26,301	-1,938	-7%
Security Deposit Revenue	8,200	5,251	4,000	6,845	-1,594	-23%
Credit Card Revenue	-	-	-	-	-	-
Total Revenue	46,200	29,615	28,500	33,146	(3,531)	-11%
Expenditure						
Personnel	24,368	7,166	16,919	8,162	-996	-12%
Employee Benefits	6,332	1,442	5,486	2,765	-1,323	-48%
Contractual	-	-	-	-	-	-
Commodities	-	-	-	-	-	-
Other	-	-	-	-	-	-
Total Expenditure	30,700	8,608	22,405	10,927	(2,319)	-21%
Surplus/(Deficit)	\$ 15,500	\$ 21,007	\$ 6,095	\$ 22,219		

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

ENV. EDUCATION CAMPS - 1177

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations						
Security Deposit						
Credit Card Revenue						
Program Revenue	39,500	43,655	37,000	39,337	4,318	11%
Total Revenue	39,500	43,655	37,000	39,337	4,318	11%
Expenditure						
Personnel	34,535	11,397	28,000	12,593	-1,197	-10%
Employee Benefits	3,447	1,067	1,649	1,672	-604	-36%
Contractual	-	-	-	-	-	-
Commodities	1,500	458	1,500	775	-317	-41%
Other	500	45	500	1,905	-1,860	-98%
Total Expenditure	39,982	12,967	31,649	16,946	(3,978)	-23%
Surplus/(Deficit)	\$ (482)	\$ 30,688	\$ 5,351	\$ 22,392		

ENV. EDUCATION NATURAL BEGINNINGS - 1178

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations	1,500	-		1,536	-1,536	-100%
Security Deposit						
Credit Card Revenue						
Program Revenue	145,000	110,766	141,060	100,158	10,808	11%
Total Revenue	146,500	110,766	141,060	101,694	9,072	9%
Expenditure						
Personnel	124,626	71,373	111,540	65,131	6,241	10%
Employee Benefits	16,335	9,656	12,708	8,868	788	9%
Contractual	-	-	-	-	-	-
Commodities	4,000	1,511	4,000	1,251	259	21%
Other	2,200	2,500	2,200	450	2,050	456%
Total Expenditure	147,161	85,039	130,448	75,701	9,339	12%
Surplus/(Deficit)	\$ (661)	\$ 25,727	\$ 10,612	\$ 25,993		

Kendall County Forest Preserve
Income Statement
For Period Ended 6/30/2024

7 Month Budget Percent = 58.3%

ENV. EDUCATION PUBLIC PROGRAMS - 1179

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations						
Security Deposit						
Credit Card Revenue		7,300	20,000	10,548	-3,248	-31%
Program Revenue		7,300	20,000	10,548	(3,248)	-31%
Total Revenue						
	100.0%					
	100.0%	36.5%		52.7%		
Expenditure						
Personnel	14,723	8,262	12,500	8,061	200	2%
Employee Benefits	1,471	951	1,854	991	-40	-4%
Contractual	-	-	-	-		
Commodities	750	755	750	499	256	51%
Other	500	12	500	320	-308	-96%
Total Expenditure	17,444	9,980	15,604	9,872	108	1%
Surplus/(Deficit)	\$ 2,556	\$ (2,680)	\$ 4,396	\$ 676		

ENV. EDUCATION LAWS OF NATURE - 1180

	Current Year FY24		Prior Year FY23		YTD Variance	
	Budget	YTD	Budget	YTD	\$ Change	% Change
Revenue						
Donations						
Security Deposit						
Credit Card Revenue						
Program Revenue						
Total Revenue						
Expenditure						
Personnel	4,265	2,382	3,780	1,381	1,000	72%
Employee Benefits	449	229	575	149	81	54%
Contractual	-	-	-	-		
Commodities	600	199	600	148	52	35%
Other	-	-	-	-		
Total Expenditure	5,314	2,810	4,955	1,677	1,133	68%
Surplus/(Deficit)	\$ (5,314)	\$ (2,810)	\$ (4,955)	\$ (1,677)		

Forest Preserve District Debt Service - Series 2003/2012
Fund 1902
For Period Ended 6/30/2024

7 Month Budget % = **58.3%**

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
Beginning Balance	\$ 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	
Ending Balance			
	<u>\$ 1,077</u>	<u>\$ (0)</u>	
Revenue over/(under) Expenditure	\$ -		

Forest Preserve District Debt Service - Series 2007/15/16/17
Fund 1903
For Period Ended 6/30/2024

7 Month Budget % = **58.3%**

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
Beginning Balance	\$ 5,849,640	\$ 5,849,640	
REVENUE			
190311 40280 Transfer from FP Debt			
190311 41010 Current Tax	5,710,248	2,990,116	52.4%
190311 41350 Interest Income	55,386	21,676	39.1%
Total Revenue	5,765,634	3,011,792	52.2%
EXPENDITURE			
190311 61380 Transfer to FP Capital Fund 1915		1,937	
190311 61420 Transfer to FP Capital Fund 1907	81,467	98,715	121.2%
190311 66500 Other Expenditure	475	675	142.1%
190311 68640 Fiscal Agent Fee	1,900	1,650	86.8%
190311 68710 Debt Service - Interest 2015	351,690	351,690	100.0%
190311 68720 Debt Service - Principal 2015	45,000	45,000	100.0%
190311 68730 Debt Service - Interest 2016	278,788	278,788	100.0%
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	5,287,829	100.4%
Ending Balance	\$ 6,346,579	\$ 3,573,603	
Revenue over/(under) Expenditure	\$ 496,939		

**KCFP Endowment Fund
Fund 1904
For Period Ended 6/30/2024**

7 Month Budget % = 58.3%

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
Beginning Balance	\$ 846,056	\$ 846,056	
REVENUE			
190411 40500 Transfer fm Pickerill-Pigott IDNR Fund 1913	300,000		0.0%
190411 41350 Interest Income	30,000	26,394	88.0%
190411 41720 Donations - Hughes Estate	160,000	10,000	6.3%
190411 42970 Grant Award	300,000	300,000	100.0%
Total Revenue	790,000	336,394	42.6%
EXPENDITURE			
190411 61390 Transfer to Pickerill-Pigott IDNR Fund 1913	300,000		0.0%
190411 62150 Contractual Services	170,550	92,584	54.3%
190411 70330 Construction	1,304,080	1,275	0.1%
Total Expenditure	1,774,630	93,859	5.3%
Ending Balance	\$ (138,574)	\$ 1,088,591	
Revenue over/(under) Expenditure	\$ (984,630)		

**FP Section 319 Fund - LRC Dam Removal
Fund 1905
For Period Ended 6/30/2024**

7 Month Budget % = 58.3%

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
Beginning Balance	\$	-	
REVENUE			
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%
EXPENDITURE			
190511 61390 Transfer to Pickerill-Pigott IDNR Fund 1913	504,842		0.0%
190511 70060 Consultant - A&E Services	110,000	2,480	2.3%
190511 70330 Construction	731,404		0.0%
Total Expenditure	1,346,246	2,480	0.2%
Ending Balance	\$	-	
Revenue over/(under) Expenditure	\$	(2,480)	

**Forest Preserve Capital Fund
Fund 1907
For Period Ended 6/30/2024**

7 Month Budget % = **58.3%**

<u>ACCOUNT & DESCRIPTION</u>	<u>Budget 2024</u>	<u>Actual YTD</u>	<u>% of Budget</u>
Beginning Balance	\$ 487,873	\$ 487,873	
REVENUE			
190711 40510 Transfer from FP Debt Fund 1902	81,467	99,797	122.5%
190711 41350 Interest Income	6,000	14,395	239.9%
190711 42490 Other Revenue		550	
Total Revenue	87,467	114,742	131.2%
EXPENDITURE			
190711 62160 Equipment Replacement	200,000	30,285	15.1%
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	1,104	1.2%
Total Expenditure	390,000	34,815	8.9%
Ending Balance	\$ 185,340	\$ 567,800	
Revenue over/(under) Expenditure	\$ (302,533)		

**FP Land Cash
Fund 1910**

For Period Ended 6/30/2024

7 Month Budget % = **58.3%**

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

**KCFP Liability Insurance Fund
Fund 1911**

For Period Ended 6/30/2024

7 Month Budget % = 58.3%

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
Beginning Balance	\$ 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	2,200	8.8%
Total Expenditure	25,000	2,200	8.8%
Ending Balance	\$ 21,300	\$ 44,100	
Revenue over/(under) Expenditure	\$ (25,000)		

Forest Preserve District Pickerill-Piggott IDNR-PARC Grant Fund
Fund 1913
For Period Ended 6/30/2024

7 Month Budget % = 58.3%

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
Beginning Balance	\$ 828,200	\$ 828,200	
REVENUE			
191311 40390 ARPA Grant Award			
191311 41350 Interest Income			
191311 42250 Revenue			
191311 42970 Grant Award			
Total Revenue	0	0	
EXPENDITURE			
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	
Ending Balance	\$ 828,200	\$ 828,200	
Revenue over/(under) Expenditure	\$ -		

**Forest Preserve District American Rescue Plan Act (ARPA) Fund
Fund 1914
For Period Ended 6/30/2024**

7 Month Budget % = **58.3%**

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
Beginning Balance		58,264	
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		21,165	54.2%
191411 51390 Salaries - Full Time		1,132	49.8%
191411 61160 IMRF Expense	39,028		
191411 63050 FICA Expense	2,272	1,486	49.8%
191411 63060 Health Insurance Expense	2,986	7,495	54.0%
191411 68530 Preserve Improvements	13,875	7,622	7.8%
191411 70330 Construction	98,139		
Total Expenditure	156,300	38,900	24.9%
Ending Balance		119,364	
Revenue over/(under) Expenditure	\$ (56,300)		

**Forest Preserve District Debt Service - Series 2021
Fund 1915
For Period Ended 6/30/2024**

7 Month Budget % = **58.3%**

ACCOUNT & DESCRIPTION	Budget 2024	Actual YTD	% of Budget
Beginning Balance	\$ 65,335	\$ 65,335	
REVENUE			
191511 40510 Transfer from Fund 1903		1,937	
191511 41010 Current Tax	82,544	43,380	52.6%
191511 41350 Interest Income	100		0.0%
Total Revenue	82,644	45,317	54.8%
EXPENDITURE			
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	33,544	100.0%
191511 68800 Debt Service - Principal 2021	50,000	50,000	
Total Expenditure	85,126	83,544	98.1%
Ending Balance	\$ 62,853	\$ 27,108	
Revenue over/(under) Expenditure	\$ (2,482)		

To: Kendall County Forest Preserve District Finance Committee
 From: David Guritz, Executive Advisor
 Antoinette White, Acting Executive Director
 RE: Ohio Valley Acquisition, LLC – Requested Easement Agreement Cost Reduction with a Proposed Charitable Contribution
 Date: July 22, 2024

Ohio Valley Acquisition, LLC has requested the following amendments to the draft easement agreement.

The company is requesting the District consider reducing the easement agreement costs prescribed by Ordinance to \$58,730.00 plus \$8,250.00 for reimbursement of administrative cost, with assignment of the remaining balance plus an additional \$20,000.00 to be counted as a charitable donation to the District or Forest Foundation of Kendall County.

District staff is requesting Finance Committee discussion of the Company's requests in order to provide final directions to the Kendall County State's Attorney's Office for response to the redline version of the agreement, once received from the Company.

	Easement Agreement Sums		Pledged Contribution Sums		Revised Total
	Easement Admin.	Easement Total (Temp + 99-year)	Donation 1	Additional Cont.	
Revised Easement Agreement Costs (Temp. + 99-Year)		\$177,645.31			
1. \$83,700 (5.58 ac. X \$15,000)	\$8,250.00	\$58,730.00	\$110,665.31	\$20,000.00	\$197,645.31
2. \$86,445.31 (2.11 ac. X \$40,969.34 [FMV + \$10,000])	1. \$750 App Fee (Pd.) 2. \$7,500 Staff Time Reimb.	Amount requested by Ohio Valley	Remainder	1. Charitable contribution	
Ohio Valley Ordinance Variance Requests / Assumptions:					
A. Extended time for the temporary easement (90 days allowed per Ordinance to three years + 2 months (est.))					
B. Reduction in costs of the negotiated easement agreement per Ordinance in exchange for a negotiated charitable contribution.					

David Guritz

From: Cate Moulton <cmoulton@MACKCPAS.COM>
Sent: Thursday, July 11, 2024 10:13 AM
To: David Guritz
Cc: Antoinette White; Seth Wormley
Subject: [External]RE: FY23 Audit Presentation - Tuesday, April 9, 2024 @ 4:30 PM

CAUTION - This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Dave,

As long as the total expenditures do not exceed the total budget, there is no issue.

Thanks,
Cate

Cate Moulton, CPA
Mack & Associates, P.C.
116 East Washington Street
Morris, Illinois 60450
Email: cmoulton@mackcpas.com
Phone: (815) 942-3306, ext. 220
Fax (815) 942-9430

From: David Guritz <dguritz@kendallcountyil.gov>
Sent: Monday, July 8, 2024 5:15 PM
To: Cate Moulton <cmoulton@MACKCPAS.COM>
Cc: Antoinette White <awhite@kendallcountyil.gov>; Seth Wormley <swormley@kendallcountyil.gov>
Subject: FY23 Audit Presentation - Tuesday, April 9, 2024 @ 4:30 PM

Hello Cate:

I'm reaching out for some guidance on whether the District will need to amend the FY24 budget as a result of creating and recording expenses to a new GL code not anticipated with the approved FY24 budget.

Recently, the District asked the Treasurer's Office to add GL Code 190011 65460 to the District's Operating Fund 1900 in order to account for "State Unemployment Contribution" claims and expenses incurred within the current fiscal year.

The District anticipates that a similar amount will be incurred later this year for the subsequent quarter. Jill will pay these expenses electronically as they are received from the State.

The District carries sufficient appropriations within our FY24 budget to fully cover these expenses, so going over budget within our overall budget and budget categories is not a concern.

Please advise what, if any action should be taken as far as any need to amend the District's current fiscal year budget from your perspective.

Sincerely appreciated,

Kendall County Forest Preserve District Operating Fund

DRAFT FY25 PRELIMINARY BUDGET: JUNE 27, 2024		FINAL	BUDGET	2024 YTD	BUDGET	% Change
KCFPD Operating Fund #1900		2023	2024	05/31/2024	2025	
<u>ACCOUNT & DESCRIPTION</u>						
<u>Beginning Balance (est.)</u>		600,007	652,394	652,394	652,394	
REVENUE						
190011 40350	Transfer In from Forest Preserve Improvement Fund #1906					
190011 40300	Transfer In from Forest Preserve 2007 Bond Proceeds Fund #1901					
190011	Transfer In from Kendall County - American Rescue Plan Act Transfer					
190011 41010	Current Tax	709,879	759,981	34,288	801,981	105.5%
190011 41350	Interest Income	7,997	7,400	4,818	9,636	130.2%
190011 42250	Other Income (Sponsorship Income)					
190011 42250	Other Income (Carbon Credits Sales - Fox River Bluffs & Res. Woods)	40	149,058	-	149,058	100.0%
19001162 42250	Ellis Center Grounds (Farm License Rev.)	28,390	27,997	-	32,000	114.3%
19001163 42250	Ellis Center Camps	13,781	13,750	10,391	13,750	100.0%
19001164 42250	Ellis Center Riding Lessons	58,284	63,800	26,096	63,800	100.0%
19001165 42250	Ellis Center Birthday Parties	5,824	6,000	2,207	6,000	100.0%
19001166 42250	Ellis Center Public Programs	3,632	3,000	423	3,000	100.0%
19001167 42250	Sunrise Center North License Agreement	13,837	13,760	8,070	13,760	100.0%
19001168 42250	Ellis Center Weddings	3,225	4,500	900	4,500	100.0%
19001169 42250	Ellis Center Other Rentals	3,140	3,400	1,995	3,400	100.0%
19001170 42250	Ellis Center 5K Event	-	-	-	-	
19001171 42250	Hoover Revenue (Yorkville Athletic Assoc. License)	3,169	2,900	2,400	2,400	82.8%
19001171 42250	Hoover Revenue (Residence Lease)	2,750	3,000	3,000	6,600	220.0%
19001172 42250	Hoover Bunkhouse Rental Rev	34,241	34,000	20,180	36,000	105.9%
19001173 42250	Hoover Campsite Rental Rev	7,405	6,000	2,315	7,000	116.7%
19001174 42250	Hoover Meadowhawk Rental Rev	41,584	38,000	23,117	44,600	117.4%
19001176 42250	Env. Educ. - School Programs	16,097	20,000	8,342	20,000	100.0%
19001177 42250	Env. Educ. - Camps	39,682	39,500	42,490	42,500	107.6%
19001178 42250	Env. Educ. - Natural Beginnings	144,152	145,000	106,566	160,000	110.3%
19001179 42250	Env. Educ. - Other Public Programs	17,936	20,000	6,939	20,000	100.0%
19001180 42250	Env. Educ. - Other Revenue					
19001183 42250	Other Income - Grounds & Natural Resources (Bowhunt App. Fees)	32,368	32,500	2,670	32,500	100.0%
19001183 42250	Other Income - Grounds & Nat. Res. (Millbrook North Trail Use Lic. Agreement)		5,000	2,500	2,500	
19001184 42250	Revenue - Pickenill-Pigott Estate House, Pavilion and Shelter	6,675	14,000	2,090	14,000	100.0%

Kendall County Forest Preserve District Operating Fund

DRAFT FY25 PRELIMINARY BUDGET: JUNE 27, 2024		FINAL	BUDGET	2024 YTD	BUDGET	% Change
KCFPD Operating Fund #1900		2023	2024	05/31/2024	2025	
190011 42860	Donations - Administration (Forest Foundation Contributions)					
19001164 42860	Donations - Ellis Equestrian Center - Lessons	7,276	5,000	-	5,000	100.0%
		1	-	-	-	
19001175 42860	Donations - Environmental Education	-	-	-	-	
19001178 42860	Donations - Env. Educ. Natural Beginnings	1,536	1,500	-	1,500	100.0%
19001183 42860	Donations - Grounds & Natural Resources	2,525	1,000	1,000	2,500	250.0%
19001183 42900	Picnic & Shelter Rental - Grounds & Natural Resources	9,005	8,000	2,980	8,000	100.0%
19001184 42900	Picnic & Shelter Rental - Pickerill-Pigott	120	180	145	500	277.8%
19001183 42920	Preserve Improvements - Grants (K-12 Pollinator)					
19001183 42920	Preserve Improvements - Grants (Pollinator Meadows Pilot)					
190011 42930	Farm License Revenue	134,121	112,900	112,917	134,000	118.7%
190011 42940	Credit Card Revenue - All Preserves	3,710	4,000	2,598	7,500	187.5%
19001168 43450	Security Deposit Revenue - Ellis Weddings	1,100	5,000	-	5,000	100.0%
19001169 43450	Security Deposit Revenue - Ellis Other Rentals	100	1,000	345	1,000	100.0%
19001172 43450	Security Deposit Revenue - Hoover Bunkhouse	5,000	5,300	4,000	6,000	113.2%
19001174 43450	Security Deposit Revenue - Hoover Meadowhawk	8,233	8,200	4,746	8,200	100.0%
19001184 43450	Security Deposit Revenue - Pickerill-Pigott	1,399	5,000	1,045	5,000	100.0%
	Total Revenue	1,368,213	1,569,627	441,572	1,673,185	106.6%
	PERSONNEL					
190011 51090	Board Per Diem	-	5,500	-	5,500	100.0%
190011 51160	Salary - Part Time Administration					
190011 51390	Salary - Full Time Administration	153,124	181,244	84,544	198,910	109.7%
190011 51470	Stipend - Full Time Administration (Executive Director)	11,629	-	-	-	
190011 51470	Stipend - Full Time Administration (Asst. County Admin.)	5,820	6,120	2,848	6,072	99.2%
19001183 51160	Salary - Part Time Grounds & Natural Resources	21,736	50,875	12,561	54,998	108.1%
19001183 51390	Salary - Full Time Grounds & Natural Resources	104,292	112,794	52,493	121,936	108.1%
19001184 51160	Salary - Part Time Pickerill Pigott	1,043	3,125	313	3,378	108.1%

Kendall County Forest Preserve District Operating Fund

DRAFT FY25 PRELIMINARY BUDGET: JUNE 27, 2024		FINAL	BUDGET	2024 YTD	BUDGET	% Change
KCFPD Operating Fund #1900		2023	2024	05/31/2024	2025	
Salary Full Time: Env. Education						
19001176 51390	Env. Educ. FT Salary - School Programs Expense	2,521	2,723	1,260	2,944	108.1%
19001177 51390	Env. Educ. FT Salary - Camps Expense	5,931	6,535	85	7,065	108.1%
19001178 51390	Env. Educ. FT Salary - Natural Beginnings Expense	53,062	45,476	24,132	49,162	108.1%
19001179 51390	Env. Educ. FT Salary - Other Public Programs Expense	2,531	2,723	1,250	2,944	108.1%
19001180 51390	Env. Educ. FT Salary - Laws of Nature					
Salary Part Time: Env. Education						
19001176 51160	Env. Educ. PT Salary - School Programs Expense	8,801	14,000	5,789	15,135	108.1%
19001177 51160	Env. Educ. PT Salary - Camps Expense	26,672	28,000	7,569	30,269	108.1%
19001178 51160	Env. Educ. PT Salary - Natural Beginnings Expense	61,996	79,150	41,184	85,565	108.1%
19001179 51160	Env. Educ. PT Salary - Other Public Programs Expense	12,581	12,000	5,868	12,973	108.1%
19001180 51160	Env. Educ. PT Salary - Laws of Nature	2,521	4,265	2,155	4,611	108.1%
19001181 51160	Env. Educ. PT Salary - Other Expense					
Salary Full Time: Ellis						
19001160 51390	Salary FT - Ellis House	11,013	10,974	5,107	11,863	108.1%
19001161 51390	Salary FT - Ellis Barn	11,013	10,974	5,107	11,863	108.1%
19001162 51390	Salary FT - Ellis Grounds	20,753	21,947	10,214	23,726	108.1%
Salary Part Time - Ellis						
19001160 51160	Salary PT - Ellis House	41				
19001160 51160	Salary PT - Ellis Grounds	117				
19001163 51160	Salary PT - Ellis Center Camps Expense	2,229	3,790	870	4,097	108.1%
19001164 51160	Salary PT - Ellis Center Riding Lessons Expense	44,386	45,900	21,160	49,620	108.1%
19001165 51160	Salary PT - Ellis Center Birthday Parties Expense	5,119	7,750	1,923	8,378	108.1%
19001166 51160	Salary PT - Ellis Center Public Programs Expense	405	2,000	64	2,162	108.1%
19001167 51160	Salary PT - Ellis Sunrisc License Agreement	21,612	22,000	10,350	23,783	108.1%
19001168 51160	Salary PT - Ellis Center Weddings Expense	493	750	-	811	108.1%
19001169 51160	Salary PT - Ellis Center Other Rentals Expense	110	750	-	811	108.1%
Salary Part Time - Hoover						
19001171 51160	Salary PT - Hoover Grounds	14,112	25,025	8,617	27,053	108.1%
19001172 51160	Salary PT - Hoover Bunkhouse	7,020	12,513	4,309	13,527	108.1%
19001173 51160	Salary PT - Hoover Campsite	3,510	6,256	2,154	6,763	108.1%
19001174 51160	Salary PT - Hoover Meadowhawk	5,437	6,256	3,954	6,763	108.1%
Salary Full Time - Hoover						
19001171 51390	Salary FT - Hoover Grounds	42,574	47,452	10,257	51,298	108.1%
19001172 51390	Salary FT - Hoover Bunkhouse	21,287	23,726	5,128	25,649	108.1%
19001173 51390	Salary FT - Hoover Campsite	10,644	11,863	2,564	12,825	108.1%

Kendall County Forest Preserve District Operating Fund

DRAFT FY25 PRELIMINARY BUDGET: JUNE 27, 2024		FINAL	BUDGET	2024 YTD	BUDGET	% Change
KCFPD Operating Fund #1900		2023	2024	05/31/2024	2025	
19001174	51390 Salary FT - Hoover Meadowhawk	10,821	18,113	2,387	19,581	108.1%
Total Personnel		706,955	832,568	336,218	902,035	108.3%
<u>EMPLOYEE BENEFITS</u>						
19001160	61160 IMRF Expense - Administration	10,152	10,905	5,806	12,450	114.2%
19001161	61170 SS Expense - Administration	13,029	14,334	7,620	16,334	114.0%
19001160	63050 IMRF/SS Expense - Ellis House	1,452	1,476	736	1,672	113.3%
19001161	63050 IMRF/SS Expense - Ellis Barn	1,449	1,476	1,738	1,672	113.3%
19001162	63050 IMRF/SS Expense - Ellis Grounds	2,907	3,100	1,476	3,511	113.3%
19001163	63050 IMRF/SS Expense - Ellis Center Camps Expense	239	350	91	396	113.3%
19001164	63050 IMRF/SS Expense - Ellis Center Riding Lessons Expense	5,255	5,500	2,556	6,229	113.3%
19001165	63050 IMRF/SS Expense - Ellis Center Birthday Parties Expense	662	872	299	988	113.3%
19001166	63050 IMRF/SS Expense - Ellis Center Public Programs Expense	45	200	9	227	113.3%
19001167	63050 IMRF/SS Expense - Sunrise Center North	2,170	2,200	1,193	2,492	113.3%
19001168	63050 IMRF/SS Expense - Ellis Center Weddings Expense	35	100	-	113	113.3%
19001169	63050 IMRF/SS Expense - Ellis Center Other Rentals Expense	8	100	-	113	113.3%
19001171	63050 IMRF/SS Expense - Hoover Grounds	7,420	9,536	2,566	10,800	113.3%
19001172	63050 IMRF/SS Expense - Hoover Bunkhouse	3,706	4,768	1,291	5,400	113.3%
19001173	63050 IMRF/SS Expense - Hoover Campsite	1,853	2,384	642	2,700	113.3%
19001174	63050 IMRF/SS Expense - Hoover Meadowhawk	2,021	2,863	768	3,243	113.3%
19001175	63050 IMRF/SS Fund Expense - Env. Education					
19001176	63050 IMRF/SS Fund Expense - Env. Education School Programs	1,460	1,681	932	1,904	113.3%
19001177	63050 IMRF/SS Fund Expense - Env. Education Camps	3,735	3,447	1,067	3,904	113.3%
19001178	63050 IMRF/SS Fund Expense - Env. Education Natural Beginnings	14,771	16,335	9,656	18,500	113.3%
19001179	63050 IMRF/SS Fund Expense - Env. Education Other Public Programs	1,774	1,471	951	1,666	113.3%
19001180	63050 IMRF/SS Fund Expense - Env. Education Laws of Nature	265	449	229	509	113.3%
19001181	63050 IMRF/SS Fund Expense - Env. Educ. PT Salary - Other Expense					
19001183	63050 IMRF/SS Expense - Grounds & Nat. Resources	16,053	20,471	6,630	23,185	113.3%
19001184	63050 IMRF/SS Expense - Pickerill Pigott	595	239	24	271	113.3%
19001161230	Medical Insurance - Administration	56,511	55,485	30,787	65,430	117.9%
Medical Insurance - Hoover						

Kendall County Forest Preserve District Operating Fund

DRAFT FY25 PRELIMINARY BUDGET: JUNE 27, 2024		FINAL		BUDGET		2024 YTD		BUDGET		% Change	
KCFPD Operating Fund #1900		2023		2024		05/31/2024		2025			
19001171 63060	Medical Insurance - Hoover Grounds	10,630	13,875	2,695	16,230						117.0%
19001172 63060	Medical Insurance - Hoover Bunkhouse	5,200	6,937	1,347	8,130						117.2%
19001173 63060	Medical Insurance - Hoover Campsite	2,600	3,469	674	4,030						116.2%
19001174 63060	Medical Insurance - Hoover Meadowhawk	2,370	3,469	674	4,030						116.2%
19001175 63060	Medical Insurance - Environmental Education	-									
19001178 63060	Medical Insurance - Env. Education Natural Beginnings	-									
19001168 63060	Medical Insurance - Ellis Weddings	-									
19001183 63060	Medical Insurance - Grounds & Nat. Resources	30,462	27,749	15,001	32,680						117.8%
190011 68000	Annual Insurance Premiums (ICRMT)	68,644	81,577	81,576	85,000						104.2%
190011	Transfer to FP Liability Insurance Fund Insurance Deductible										
	Total Employee Benefits	267,469	296,817	179,035	333,807						112.5%
	CONTRACTUAL										
190011 62150	Contractual Services (RecPro Software)	3,087	1,815		5,400						297.5%
190011 62150	Contractual Services (Kendall County Email Accounts)	1,000	1,000	555	1,000						100.0%
190011 62150	Contractual Services (City Forest Credits)	-	149,058		149,058						100.0%
190011 62150	Contractual Services (kendallforest.com website)	1,908	720	350	720						100.0%
190011 62030	Dues/Memberships	300	1,000	300	500						50.0%
190011 62040	Conferences	4,895	11,940	4,660	11,940						100.0%
190011 62090	Legal Publications	500	1,500	296	1,000						66.7%
19001163 63020	Veterinarian & Farrier - Ellis Camps										
19001164 63020	Veterinarian & Farrier - Ellis Riding Lessons	5,411	9,000	3,970	9,000						100.0%
19001165 63020	Veterinarian & Farrier - Ellis Birthday Parties										
19001166 63020	Veterinarian & Farrier - Ellis Public Programs										
19001167 63020	Veterinarian & Farrier - Sunrise Center	-	500	-	-						
19001168 63070	Refuse Pickup - Ellis	1,233	1,700	394	1,200						70.6%
19001183 63070	Refuse Pickup - Grounds & Natural Resources	8,560	8,500	2,362	5,000						58.8%
1901183	Event Tent Lease - Ellis										

Kendall County Forest Preserve District Operating Fund

DRAFT FY25 PRELIMINARY BUDGET: JUNE 27, 2024					
KCFPD Operating Fund #1900	FINAL 2023	BUDGET 2024	2024 YTD 05/31/2024	BUDGET 2025	% Change
19001183 63540 Telephone - Grounds & Natural Resources	7,317	8,000	3,824	8,000	100.0%
190011 65460 State Unemployment Contribution				-	
190011 65490 Audit	8,485	9,500	9,500	12,500	131.6%
190011 68340 Farm Lease Contract Expenses (Hay Crop Inputs)	-	1,750	-		
190011 68560 Credit Card Fee	15,308	14,000	10,562	18,000	128.6%
Total Contractual	58,004	219,983	36,773	223,318	101.5%
COMMODITIES					
190011 62000 Office Supplies & Postage - Administration	8,612	6,000	3,665	7,000	116.7%
190011 62000 CARES Act Purchases					
19001160 62000 Office Supplies & Postage - Ellis House	489	750	335	600	80.0%
19001183 62180 Fuel: Gas & Oil Grounds	20,438	20,000	7,223	20,500	102.5%
19001183 62400 Uniforms - Grounds	1,774	2,500	1,444	2,250	90.0%
Environmental Education					
19001176 63030 Env. Educ. - School Programs Expense	596	700	20	700	100.0%
19001177 63030 Env. Educ. - Camps Expense	1,569	1,500	91	1,500	100.0%
19001178 63030 Env. Educ. - Natural Beginnings Expense	4,003	4,000	1,318	4,000	100.0%
19001179 63030 Env. Educ. - Other Public Programs Expense	716	750	730	750	100.0%
19001180 63030 Env. Educ. - Laws of Nature Expense	321	600	199	600	100.0%
19001183 63090 Gas - Grounds & Natural Resources	4,305	5,250	1,644	4,500	85.7%
19001184 63100 Electric - Pickerill Pigott	8,093	2,700	5,368	8,000	296.3%
Natural Area Volunteer Supplies					
19001182 63130 Natural Area Management Supplies					
190011 63510 Electric - Administration	2,642	2,750	1,670	2,750	100.0%
190011 68500 Project Fund Expense (Forest Foundation Purchases)	10,748	5,000	643	5,000	100.0%

Kendall County Forest Preserve District Operating Fund

DRAFT FY25 PRELIMINARY BUDGET: JUNE 27, 2024					FINAL	BUDGET	2024 YTD	BUDGET	% Change
KCFPD Operating Fund #1900					2023	2024	05/31/2024	2025	
190011 68430	Promotion/Publicity				1,245	1,000	627	1,200	120.0%
190011 68440	Newsletter				0	450	-	450	
	Utilities - Ellis								
19001160 62270	Utilities - Ellis House				5,352	5,000	5,176	5,000	100.0%
19001161 62270	Utilities - Ellis Barn				2,927	5,000	2,111	5,000	100.0%
	Utilities & Maintenance - Hoover								
19001171 62270	Hoover - Other Utilities				2,073	4,600	1,770	4,000	87.0%
19001171 63090	Hoover - Gas				9,444	9,500	3,632	9,500	100.0%
19001171 63100	Hoover - Electric				16,015	15,000	10,579	16,000	106.7%
19001171 63110	Hoover - Shop Supplies				5,185	3,250	1,928	4,000	123.1%
19001171 63120	Hoover - Building Maintenance				8,177	7,000	14,755	8,000	114.3%
19001171 66500	Hoover - Other Expenses				887	1,400	-	1,000	71.4%
19001171 68580	Hoover - Grounds Maintenance				4,020	5,000	1,821	4,000	80.0%
	Promotion/Publicity - Ellis								
19001166 68570	Volunteer Expense - Ellis Public Programs				-	150	-	150	
	Animal Care & Supplies - Ellis								
19001163 63000	Animal Care & Supplies - Ellis Camps								
19001164 63000	Animal Care & Supplies - Ellis Riding Lessons								
19001165 63000	Animal Care & Supplies - Ellis Birthday Parties				11,918	12,000	4,574	12,000	100.0%
19001166 63000	Animal Care & Supplies - Ellis Public Programs								
19001167 63000	Animal Care & Supplies - Sunrise Center North				1,964	3,000	910	2,500	83.3%
	Horses Acquisition & Tack - Ellis								
19001163 63010	Horses Acquisition & Tack - Ellis Camps								
19001164 63010	Horses Acquisition & Tack - Ellis Riding Lessons					2,500	-		
19001165 63010	Horses Acquisition & Tack - Ellis Birthday Parties								
	Horses Acquisition & Tack - Ellis Public Programs								
	Program Supplies - Ellis								
19001163 63030	Program Supplies - Ellis Camps				319	450	-	450	100.0%
19001165 63030	Program Supplies - Ellis Birthday Parties				194	450	227	450	100.0%
19001170 63030	Program Supplies - Ellis 5K								
19001184 63030	Supplies: Shop - Pickerill Pigott								

Kendall County Forest Preserve District Operating Fund

DRAFT FY25 PRELIMINARY BUDGET: JUNE 27, 2024		FINAL	BUDGET	2024 YTD	BUDGET	% Change
KCFPD Operating Fund #1900		2023	2024	05/31/2024	2025	
19001183 63110	Supplies: Shop - Grounds	7,642	9,000	1,068	9,000	100.0%
	Total Commodities	141,665	137,250	73,529	140,850	102.6%
	<u>OTHER</u>					
190011 62160	Equipment - Administration	22,643	25,000	13,097	22,640	90.6%
19001183 62160	Equipment - Grounds & Natural Resources					
19001183 68550	Preserve Improvements - Administration	203	10,000	3,868	-	0.0%
19001183 68550	Preserve Improvements - Grounds & Natural Resources					
190011 68540	Contributions (Drainage District Tax Assessments & Carb. Cred. Fee)	2,522	2,600	2,763	2,600	100.0%
	Grounds & Maintenance Equipment - Ellis					
19001160 68580	Grounds & Maint. - Ellis House	5,569	4,250	4,343	4,250	100.0%
19001161 68580	Grounds & Maint. - Ellis Barn	3,086	3,200	1,738	3,200	100.0%
19001162 68580	Grounds & Maint. - Ellis Grounds	6,333	6,400	5,101	6,400	100.0%
	Security Deposit Refunds					
19001163 63040	Security Deposit Refunds					
19001164 63040	Security Deposit Refunds - Ellis Camps	-	-	40		
19001166 63040	Security Deposit Refunds - Ellis Riding Lessons	-	-	-		
19001168 63040	Security Deposit Refunds - Ellis Public Programs					
19001169 63040	Security Deposit Refunds - Ellis Weddings	1,300	5,000	-	5,000	100.0%
19001171 63040	Security Deposit Refunds - Ellis Other Rentals	-	1,000	-	1,000	100.0%
19001176 63040	Security Deposit Refunds - Hoover	12,983	13,500	5,726	13,500	100.0%
19001177 63040	Security Deposit Refunds - Env. Education School Programs					
19001178 63040	Security Deposit Refunds - Env. Education Camps	1,905	500	45	500	100.0%
19001179 63040	Security Deposit Refunds - Env. Education Natural Beginnings	1,880	2,200	880	2,200	100.0%
19001183 63040	Security Deposit Refunds - Env. Education Public Programs	320	500	12	500	100.0%
19001184 63040	Security Deposit Refunds - Grounds	25	160	25	160	100.0%
19001184 63040	Security Deposit Refunds - Pickerill-Pigott	1,634	5,000	698	5,000	100.0%
190011 69790	Contingency	-	3,699	-	-	
	Credit Card Fee Expense - Ellis Camps					
	Credit Card Fee Expense - Public Programs					

Kendall County Forest Preserve District Operating Fund

DRAFT FY25 PRELIMINARY BUDGET: JUNE 27, 2024					
KCFPD Operating Fund #1900					
	FINAL 2023	BUDGET 2024	2024 YTD 05/31/2024	BUDGET 2025	% Change
Total Other	60,402	83,009	38,335	66,950	80.7%
Total Expenditures	1,234,496	1,569,627	663,889	1,666,960	106.2%
Operating Surplus / (Deficit)	133,717	0	(222,317)	6,225	
Ending Balance	733,724	652,394	430,077	658,619	101.0%

Beginning Balance	600,007	652,394	652,394	652,394	100.0%
Total Revenue	1,366,973	1,569,627	441,572	1,673,185	106.6%
Total Personnel	706,955	832,568	336,218	902,035	108.3%
Total Employee Benefits	267,469	296,817	179,035	333,807	112.5%
Total Contractual	58,004	219,983	36,773	223,318	101.5%
Total Commodities	141,665	137,250	73,529	140,850	102.6%
Total Other	60,402	83,009	38,335	66,950	80.7%
Total Expenditure	1,234,496	1,569,627	663,889	1,666,960	106.2%
Surplus / (Deficit)	132,477	0	(222,317)	6,225	
TRANSFER OUT TO FUND 1907 (CAPITAL)	80,000	-	-	-	
Ending Balance	652,484	652,394	430,077	658,619	101.0%

To: KCFPD Finance Committee
 From: David Guritz, Executive Advisor
 RE: Finance Committee Recommendations
 The State of Illinois Treasurer’s Office - Illinois Funds Depository
 Date: July 25, 2024

District staff recommends the following sums held within certain District funds be placed on deposit with the State of Illinois Treasurer’s Office “The Illinois Funds.”

The present annual return on investment is approximately 5.44%. Interest is compounded daily based on changing rates also updated daily. Interest is accrued at the end of each calendar month.

Examples are provided below.

Input Summary			
Investment amount		\$300,000.00	
Interest rate		5.44%	
Total years invested			1

Results Summary			
	Annual Percentage Yield (APY)	Total Return	
Yearly compounding	5.44%	\$316,320.00	
Quarterly compounding	5.552%	\$316,655.96	
Monthly compounding	5.578%	\$316,733.12	
Daily compounding	5.59%	\$316,770.78	

Investment Return by Year				
Year	Yearly	Quarterly	Monthly	Daily
1	\$316,320.00	\$316,655.96	\$316,733.12	\$316,770.78

Input Summary			
Investment amount		\$265,000.00	
Interest rate		5.44%	
Total years invested			1

Results Summary			
	Annual Percentage Yield (APY)	Total Return	
Yearly compounding	5.44%	\$279,416.00	
Quarterly compounding	5.552%	\$279,712.76	
Monthly compounding	5.578%	\$279,780.93	
Daily compounding	5.59%	\$279,814.19	

Investment Return by Year				
Year	Yearly	Quarterly	Monthly	Daily
1	\$279,416.00	\$279,712.76	\$279,780.93	\$279,814.19

If Illinois Fund rates hold, the District would generate an additional \$9,000 to \$10,000 over current interest earnings by depositing \$300K of the Operating Fund surplus with The Illinois Funds, and \$14,000 to \$15,000 on the \$265,000 total balances held within the District and County land cash funds for the District.

The District’s Land-Cash Fund (1910), Rolling Grant Fund (1913) and Liability Insurance Fund (1911) do not presently generate interest earnings.

The District’s Fund 1900 FY24 surplus at the beginning of the fiscal year was \$652,394.

The District’s liability insurance fund balance at the beginning of the fiscal year was \$46,300.

The combined total for Land Cash funds held by both the County and District for District land acquisition is approximately \$276,687.00.

In order to transfer District assets to The Illinois Fund for deposit, the Kendall County Treasurer’s Office requires Board of Commissioners approval to establish each separate depository.

Motions to establish depositories within The Illinois Fund are provided below for discussion and consideration:

1) **MOTION:** Approval of a Motion Directing and Authorizing the Kendall County Treasurer's Office to Deposit \$350,000.00 of the Kendall County Forest Preserve District's Operating Fund Reserves (Fund 1900) into The Illinois Funds of the State of Illinois Treasurer's Office

2) **RESOLUTION #24-07-001:** Authorizing and Directing the Kendall County Treasurer's Office to Disburse the Balance of Land Cash Funds retained by Kendall County in the Amount of \$141,282.45 to the District's Land Cash Fund (Fund 1910) for Support of Future Forest Preserve District Land Acquisition Projects (see attached Kendall County Treasurer's Office Form)

3) **MOTION:** Directing and Authorizing the Kendall County Treasurer's Office to Deposit \$260,000.00 of the Kendall County Forest Preserve District's Land Cash Fund Reserves (Fund 1910) into The Illinois Funds of the State of Illinois Treasurer's Office

4) **MOTION:** Directing and Authorizing the Kendall County Treasurer's Office to Deposit \$25,000.00 of the District's Liability Insurance Fund Reserves (Fund 1911) into The Illinois Funds of the State of Illinois Treasurer's Office

LAND CASH REQUEST: KENDALL COUNTY LAND/CASH ORDINANCE

KENDALL COUNTY FOREST PRESERVE DISTRICT, KENDALL COUNTY, ILLINOIS

HEREBY REQUESTS KENDALL COUNTY TO RELEASE FUNDS IN THE AMOUNT OF \$141,282.45 ACQUIRED UNDER THE KENDALL COUNTY LAND CASH ORDINANCE ON BEHALF OF THE KENDALL COUNTY FOREST PRESERVE DISTRICT FOR DEPOSIT IN THE DISTRICT'S LAND CASH FUND 1910 FOR THE PURPOSE OF:

FUTURE KENDALL COUNTY FOREST PRESERVE DISTRICT LAND PURCHASES

Attached notarized copy of Board resolution authorizing request and said purpose of funds.

Kendall County Forest Preserve District acknowledges that use of said funds requested under the Kendall County Land Cash Ordinance will be used in accordance with the stipulation, limitations, and Requirements of the Kendall County Land Cash Ordinance, 1992.

KCFPD President

Date

KCFPD Secretary

Date

APPROVAL:

Kendall County Treasurer

Date

KENDALL COUNTY FOREST PRESERVE DISTRICT

HISTORIC KENDALL COUNTY COURTHOUSE

110 WEST MADISON STREET

YORKVILLE, IL 60560

LEGAL NOTICE

NOTICE TO BIDDERS
KENDALL COUNTY FOREST PRESERVE DISTRICT
Invitation to Bid (ITB) Number: 24-07-001

Sealed proposals for the Hoover Forest Preserve "Sewer Main Cured-in-Place Pipe (CIPP) Lining Project" in Kendall County, Illinois, shall be received at the Forest Preserve offices: 110 W. Madison Street, Yorkville, IL 60560 until 4:00 p.m. local time, August 28TH, 2024, at which time all bids will be publicly opened and read aloud.

Work generally includes CIPP installation within up to four specific 8" sewer line segments located between manhole access points and extending approximately 1,300 feet in total from the waste treatment lift station at Hoover Forest Preserve located at 11285 W. Fox Road in Yorkville, Illinois, including initial jetting and clearing of infill debris prior to installation. The base bid amount will include completing the first two segments totaling 650' total feet, with bid "Alternate A" adding two additional segments totaling 650' feet.

Bid documents will be available online beginning August 1ST, 2024 at 11:00 am at the Kendall County website's Vendor Registry: <https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=9e3f3f6c-420b-4dec-be17-0b5e06278585>, and at the Forest Preserve offices and thereafter from 8:00 a.m. to 4:30 p.m., Monday through Friday. Phone: (630) 553-4025.

A **mandatory** pre-bid meeting and tour of the Project site will begin promptly at 10 am on August 15, 2024 at the Kendall County Forest Preserve District's main office located in the Kendall County Historic Courthouse at 110 W. Madison Street Yorkville, IL 60560. Prospective Bidders will meet at main office, then travel to Hoover Forest Preserve to inspect the lift station, service access road, and manhole access points at 11285 W Fox Road Yorkville, IL 60560. All Prospective Bidders are requested, but not required to attend.

Specifications require the submittal of a 10% Bid Surety with the proposal. In addition, the successful contractor(s) must be able to provide a satisfactory Performance Bond, Labor and Material Payment Bond, and required proof of insurance following the award of a contract.

All contracts for work herein are subject to all District and County rules and regulations, and providing for the payment of Kendall County's prevailing wage rate to all workers involved in these projects.

Bidder understands that the District is utilizing funds received pursuant to the American Rescue Plan Act ("ARPA") to pay, in whole or in part, for the services set forth in this Agreement. Thus, Bidder agrees to comply with all applicable provisions of the ARPA, all guidance on the ARPA including, but not limited to the Interim Final Rule, issued by the U.S. Department of the Treasury, 2 C.F.R. 200 et seq., and all other applicable federal and state statutes, regulations, interpretive guidance, and executive orders related to ARPA funded projects.

All bids will remain firm for 60 days after the bid opening. The Kendall County Forest Preserve District reserves the right to reject any or all bids, to waive informalities on a bid, and to accept the lowest responsible bid that serves the best interests of the District.

Minority business firms are encouraged to submit bids. Successful contract bidders are also encouraged to utilize minority businesses as sub-contractors for supplies, equipment, services, and construction.

END



Kendall County Forest Preserve District

2024 Hoover Forest Preserve
“Sewer Main Cured-in-Place Pipe (CIPP) Lining Project

Invitation to Bid (ITB) Number: 24-07-001

Thursday, August 1, 2024

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SECTION 1: INTRODUCTION

A. DEFINITIONS:

“Addenda” or “Addendum” means written or graphic instruments issued by the Kendall County Forest Preserve District (“District”), which by additions, deletions, clarifications or corrections, modify or interpret the Bidding Documents. All Addenda shall be incorporated herein by reference as part of the ITB.

“Bid” means a complete and properly executed proposal to complete the Project for the sums stipulated therein, submitted in accordance with the Bidding Documents.

“Bidder” means a person or entity who submits a Bid and who meets the requirements set forth in the Bidding Documents.

“Bidding Documents” means this ITB, all Addenda, the **project manual and the drawings** of the Project, which shall hereinafter be referred to collectively as “Bidding Documents”.

“District” means the Kendall County Forest Preserve District and its elected officials, departments, employees, and agents.

“ITB” means this Invitation to Bid and any documents specifically incorporated by reference or attached hereto.

“Project” means the Scope of Work described in the Bidding Documents.

“Project site” means the location where the Project will be performed, which is the following locations: Hoover Forest Preserve 11285 W. Fox Road, Yorkville IL, 60560

B. SCOPE OF WORK:

The District, seeks a qualified business to provide the following scope of services in accordance with the requirements set forth in this ITB and the Bidding Documents:

1. Jetting and clean out of approximately 1,300 linear feet of 8” sewer main
Exhibit C: Lift Station to Manhole #5
 - a. Scope to be **included in base bid.**
2. Installation of 650 linear feet of 8” Cured-in-Place-Pipe (CIPP) Liner
Exhibit C: Lift Station to Manhole #3
 - a. Scope to be **included in base bid.**
3. Installation of 650 linear feet of 8” Cured-in-Place-Pipe (CIPP) Liner
Exhibit C: Manhole #2 to Manhole #5
 - a. Scope to be included as “**Alternate A**”

The District’s preferred timeframe for completing this project is November 1, 2024 to November 30, 2024.

The successful Bidder will be required to enter into a contract with the Kendall County Forest Preserve District, with all project work completed no later than December 31, 2024. The successful Bidder will be required to schedule the work with the District in order to avoid conflicts with scheduled programs and events.

Minority business firms are encouraged to submit Bids on the Project, and Bidders are encouraged to utilize minority businesses as subcontractors, suppliers, and for services related to the Project. Businesses located in Kendall County, Illinois are also encouraged to submit Bids for the Project.

C. BASIS OF BIDS:

Bids will be a single contract, stipulated sum.

The specifications described herein are what the District has determined are necessary to meet the performance requirements of the District. Bidders desiring to bid on items which deviate from these specifications, but which they believe to be equivalent, are requested to submit alternate bids. However, alternate bids must be clearly marked as such and deviations from the specifications must be plainly noted. The bid must be accompanied by complete technical specifications of the alternate item(s) offered. Equivalency shall be at the District’s sole discretion, and it shall be the District's sole decision whether to accept an alternate or not.

Unit prices shall be shown for each item as applicable and for which vendor is offering a bid. The unit price shall include all packing, crating, freight/shipping charges, and cost of unloading supplies at destination unless otherwise expressly stated in the Bid proposal. Unit prices shall not include any local, state or federal taxes. In case of a mistake in the extension of price, the unit price shall govern. All prices must be typewritten or written in ink adjacent thereto and initiated in ink by the party signing the Bid.

D. IMPORTANT DATES:

The following table identifies several important dates and deadlines related to the Bidding Documents:

DATE	EVENT
August 1, 2024	Bidding Documents available at Kendall County Forest Preserve District 110 W. Madison Street Yorkville, IL 60560, and on the Kendall County website using the following link: https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=9e3f3f6c-420b-4dec-be17-0b5e06278585
August 15, 2024	Pre-Bid Meeting (Mandatory) at 10:00 AM at Kendall County Forest Preserve District Headquarters 110 W. Madison Street Yorkville, IL 60560
August 20, 2024	Questions due to David Guritz, Executive Advisor no later than 12:00 p.m. (CST)
August 22, 2024	Questions answered via addendum and posted on the County’s website no later than 4:00 p.m. (CST) and also at Kendall County Forest Preserve District 110 W. Madison Street Yorkville, IL 60560
August 28, 2024	Sealed Bids due no later than 4:00 p.m. (CST)
August 28, 2024	Bid opening conducted at 4:00 p.m. (CST) at Kendall County Forest Preserve District Headquarters 110 W. Madison Street Yorkville, IL 60560

E. EXAMINATION AND PROCUREMENT OF DOCUMENTS:

Bidding Documents available at Kendall County Forest Preserve District 110 W. Madison Street Yorkville, IL 60560, and on the Kendall County website using the following link on August 1, 2024:

<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=9e3f3f6c-420b-4dec-be17-0b5e06278585>

F. PRE-BID MEETING:

A mandatory pre-bid meeting and tour of the Project sites will begin promptly at 10:00 am local time on August 15, 2024 at the Kendall County Forest Preserve District's main office located in the Kendall County Historic Courthouse at 110 W. Madison Street Yorkville, IL 60560. Prospective Bidders should meet at main office, then travel to Hoover Forest Preserve to inspect the lift station, service access road, and manhole access points at 11285 W Fox Road Yorkville, IL 60560. All Prospective Bidders are required to attend.

G. ADDENDUM:

Any and all changes to the Bidding Documents are valid only if they are included by written addendum to all Bidders. Addenda are written instruments issued by the District prior to the date for receipt of Bids, which modify or interpret the Bidding Documents by addition, deletions, clarifications, and/or corrections. All addenda so issued shall become part of the Bidding Documents. Only David Guritz, Executive Advisor of the Kendall County Forest Preserve District has the authority to issue an addendum for these Bidding Documents.

No interpretation of the meaning of the plans, specifications, or other Bidding Documents will be made orally. All Addenda will be posted at the District's main office located at 110 W. Madison Street Yorkville, IL 60560, and online using the vendor registry portal for the project using the following link:

<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=9e3f3f6c-420b-4dec-be17-0b5e06278585>

Each Bidder shall confirm prior to submitting a Bid that all Addenda issued by the District have been received and, by submission of a Bid, such act shall be taken to mean that such Bidder has received all Addenda; is familiar with the terms thereof; and understands and agrees to comply fully with the contents of the Bidding Documents and Addenda. Failure of the Bidder to receive and review any addendum or interpretation issued by the District shall not relieve the Bidder from the obligation under their Bid as submitted. Failure of a Bidder to request an interpretation constitutes a waiver to a later claim that ambiguities or misunderstandings caused a Bidder to submit a Bid improperly.

H. QUESTIONS

Should a Bidder require any additional information about this ITB or any other Bidding Documents, such questions should be directed in writing to the District. All questions should be sent to:

Kendall County Forest Preserve District
Attention: David Guritz, Executive Advisor
E-mail address: dguritz@kendallcountyil.gov

Questions must be received by the District at the above-referenced email address no later than 12:00 p.m. (CST) on August 20, 2024. Questions timely received by the District will be answered at the discretion of the District. Any answers provided by the District will be given by means of an addendum published. All Addenda will be posted at the District's main office located at 110 W. Madison Street Yorkville, IL 60560, and online using the vendor registry portal for the project using the following link and sent to all bidders:

<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=9e3f3f6c-420b-4dec-be17-0b5e06278585>

SECTION 2: SUBMITTAL OF BIDS

A. Submittal of Sealed Bid

All Bidders must submit one (1) original and one (1) copy of their Bid in a sealed package plainly marked in the lower left-hand corner “Bid for 2024 Hoover Forest Preserve Sewer Main Cured-in-Place Pipe (CIPP) Lining Project.”

If a Bid is submitted by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation “SEALED BID ENCLOSED” on the face thereof. Failure to submit a Bid in a properly marked, sealed package may eliminate the Bid from consideration.

The sealed Bid must be addressed and delivered to:

Kendall County Forest Preserve District
SEALED BID: 2024 Hoover Forest Preserve Sewer Main Cured-in-Place Pipe (CIPP) Lining Project
Attention: David Guritz, Executive Advisor
Address: 110 W. Madison Street Yorkville, IL 60560

Sealed Bids must be received by the District no later than 4:00 p.m. on August 28, 2024 (hereinafter referred to as the “Due Date”). Bidders shall assume full responsibility for timely delivery at the location designated for receipt of Bid. Bids received after the Due Date will not be considered and shall be marked “Late” and returned to the Bidder unopened.

B. Modification or Withdrawal of Bids:

Prior to the date and time designated for receipt of Bids, a Bidder may submit a new Bid to replace a Bid previously submitted, or withdraw its Bid entirely, by sending written notice to the person designated to receive Bids on behalf of the District. Such notice must be received by the District on or before the date and time set for receipt of Bids. The person receiving Bids shall verify that the replaced/withdrawn Bid is removed from the other submitted Bids and not considered. Notice of submission of a replacement Bid or withdrawal of a Bid shall be worded so as not to reveal the amount of the original Bid.

C. Opening of Sealed Bids:

The sealed Bids timely received by the District shall be opened and publicly read on **August 28, 2024 at 4:00 p.m. at 110 W. Madison Street, Yorkville, Illinois 60560**. Each sealed Bid received by the District shall be analyzed to ensure that all stipulations have been satisfied by the Bidder. The results shall be recorded and forwarded with all Bidding Documents to the appropriate District official. Bidder attendance is NOT required at the opening of sealed Bids.

SECTION 3: INSTRUCTIONS TO BIDDERS

A. What Information Must Be Included In The Bids: All Bids must comply with the following requirements:

1. The Bidder must complete and include all of the following documents with their Bid:
 - Mandatory Cover Sheet (The Cover Sheet form to complete is attached to the ITB as Exhibit A)
 - A 10% Bid Surety bond as required in the Bidding Documents.
 - Completed Bid Forms (the Bid Forms are attached to the ITB as Exhibit B)
 - All other requirements included in the Bidding Documents
2. All sealed Bids must be comprehensive and complete for the services requested in the Bidding Documents. All Bids shall provide a straightforward, concise delineation of the Bidder's capabilities to satisfy the requirements of the Bidding Documents and the services requested therein. Emphasis should be on completeness and clarity of content.
3. Any proposed reduction in price or any proposed donation of materials, supplies and/or labor by the Bidder shall be specified in the completed Bid Forms. Any reduction or donation provided by a Bidder to the District shall not relieve Bidder of their obligations to comply with existing local, state or federal laws, including but not limited to the Illinois Prevailing Wage Act (820 ILCS 130/01 *et seq.*). The District shall only consider any reduction or donation in determining the lowest responsible Bidder to the extent that the reduction or donation affects the stipulated sum Bid by a Bidder.
4. The "Terms and Conditions" set forth in the Bidding Documents will apply to the contract between the District and the successful Bidder. By submitting a Bid, a Bidder agrees to the Terms and Conditions. Any Bid that conflicts with the Terms and Conditions may be deemed an unresponsive Bid.
5. All sealed Bids shall be submitted on forms included in these Bidding Documents unless otherwise specified.
6. All information requested on Bid forms shall be typewritten or written in ink. Where both written words and numerical figures are required, the written words shall apply in the event of a conflict.
7. The District will not be responsible for any expenses incurred by the Bidder in preparing and submitting Bids.
8. The Bidder must sign their Bid in their business or corporation's name and must bear the original longhand signature of a principal legally authorized to sign contracts on behalf of the Bidder. The name of each person signing should be typed or printed below the signature.
9. The individual signing the document for the Bidder shall initial all erasures and/or corrections in their sealed Bid.
10. All variations to the stated specifications must be described in detail (free from ambiguity).
11. All Bidders must confirm they are appropriately licensed and authorized to conduct business within the State of Illinois. Bidders shall be prepared to furnish evidence of the foregoing upon request.

12. The Bidder acknowledges that all materials submitted with the Bid become the property of the District and, as such, may be available to the public pursuant to applicable law.
13. The Bidder is expected to comply with the true intent of this ITB and the Bidding Documents taken as a whole and shall not avail itself of any errors or omission to the detriment of the services or to the District. Should the Bidder suspect any error, omission, or discrepancy in the specifications or instructions, the Bidder shall immediately notify the District in writing, and the District will issue written corrections or clarifications. The Bidder is responsible for the contents of its Bid and for satisfying the requirements set forth in the ITB and Bidding Documents. Bidders will not be allowed to benefit from errors in the document that could have been reasonably discovered by the Bidder in the process of putting the Bid together.

B. Modification or Interpretation of Bidding Documents:

The Bidder acknowledges that some of the existing conditions shown in the Bidding Documents are presented for information as an approximation and are not a substitute for the Bidder's required field verification of existing conditions relating to the Project. Failure to make the necessary field examinations will not relieve the Bidder from any of the requirements of the Bidding Documents or any contract entered into by the District and the successful Bidder.

The Bidder shall carefully study the Bidding Documents, shall examine the site and local conditions, and shall notify the District of errors, inconsistencies, or ambiguities discovered and request clarification or interpretation pursuant to the procedures set forth in these Bidding Documents.

C. Bid Surety:

All bidders are required to submit a bid surety with their Bid. The amount of the bid surety shall be ten percent (10%) of the total bid price and in the form of a bid bond. The Bidder shall pay all premiums and costs associated with this Bid surety.

D. Award of Bid:

It is the intent of the Kendall County Forest Preserve District to award the Bid to the lowest responsible bidder who has met all specifications, terms, and conditions of this ITB and all other Bidding Documents. The District reserves the right to issue its award on a per item basis or total low bid overall. The quality of the articles to be supplied, their conformity with specifications, their suitability to the requirements of the District, and delivery and discount terms will be taken into consideration in making the award(s).

Submission of a bid confers no rights on the bidder to selection or to a subsequent contract. This ITB process is for the District's benefit only, and it is intended to provide the District with competitive information to assist in selection of services. All decisions on compliance, evaluation, and responsiveness shall be made solely at the District's discretion. By submitting a Bid, Bidder acknowledges the District's decision is final, binding, and conclusive upon the Bidder for all purposes.

All bids submitted shall be considered firm offers and will be binding for ninety (90) calendar days following the due date for submission of sealed bids, unless, upon the District's request, the Bidder agrees in writing to an extension.

The failure of a Bidder to promptly supply information requested in the Bidding Documents may result in the Bidder being eliminated from consideration.

The District reserves the right to reject any or all bids, to waive any or all irregularities, to waive or deviate from the procedures or timetable identified in the Bidding Documents, or to supplement, amend, or otherwise modify the Bidding Documents, without notice. The District may seek additional information or clarification from a bidder at any time and failure to respond promptly may be cause for rejection of the bid.

The District reserves the right to disqualify bids, before or after opening, upon evidence of collusion with intent to defraud or other illegal practices upon the part of the Bidder. The Bidder's failure to agree to the Terms and Conditions included in the Bidding Documents or to otherwise meet the requirements of the Bidding Documents may result in the disqualification of the Bidder's bid from further consideration as an unresponsive bid.

E. Execution of Contract:

The accepted Bid shall be contracted by the District for the total stipulated sum set forth in the accepted Bid. The District will not be responsible for any additional charges above the accepted Bid unless additional services are negotiated and accepted by the Kendall County Forest Preserve District by written addendum to the original contract.

The contents of the Bid submitted by the successful Bidder and the Bidding Documents (including, but not limited to the Terms and Conditions set forth below in this ITB) will become a part of the contract awarded as a result of the Bid process.

Notwithstanding any delay in the preparation and execution of the contract, each Bidder shall be prepared, upon written notice of Bid acceptance, to commence work within ten (10) calendar days following receipt of official written order of the District to proceed, or on date stipulated in such order.

F. Prevailing Wage Notice:

This project calls for the construction of a "public work," within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01 et seq. ("the Act"). The Act requires contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the current "prevailing rate of wages" (hourly cash wages plus amount for fringe benefits) in the county where the work is performed. The Illinois Department of Labor ("Department") publishes the prevailing wage rates on its website at <http://labor.illinois.gov/>. The Department revises the prevailing wage rates and the contractor/subcontractor has an obligation to check the Department's website for revisions to prevailing wage rates. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor's website. The successful Bidder will be required to ensure that all of its contractors and subcontractors rendering services under the contract must comply with all requirements of the Act, including but not limited to, all wage requirements and notice and record keeping duties.

SECTION 4: TERMS AND CONDITIONS

The Bidder's failure to agree to the following terms and conditions may result in the disqualification of the Bidder's proposal from further consideration as an unresponsive Bid.

By submitting a Bid, Bidders represent that:

1. Bidder has read and understands the Bidding Documents;
2. Bidder understands how the Project relates to other renovations being completed by the District at the Project site, which may be concurrently bid, or presently under construction at the Project site;
3. The Bid complies with the Bidding Documents;
4. Bidder has visited the Project site; is familiar with local conditions under which the Project is to be performed; and has correlated the Bidder's observations with the requirements of the Bidding Documents and the Bidder's Bid; and
5. The Bid is based upon the materials, equipment, and systems required by the Bidding Documents, as may be amended by written addendum, without exception.

By submitting a Bid, Bidders agree to accept and comply with the following Terms and Conditions that shall be incorporated by reference herein to the contract between the Kendall County Forest Preserve District and the successful Bidder:

1. These Terms and Conditions, along with the ITB, the Bidding Documents, and the Bidder's Bid, represent the entire understanding between the parties hereto (collectively, the "Agreement"), and any modification or amendment thereof must be made in writing, signed and executed by both parties hereto. Furthermore, this Agreement supersedes any prior written or oral agreements between the parties, and there are no other promises or conditions in any other agreement whether oral or written. In the event of a conflict, the documents shall control in the following order of descending precedence: the Agreement, the Terms and Conditions set forth in the ITB, the remaining portions of the Bidding Documents, and the Bidder's Bid.
2. This Agreement shall be effective as of the date of final signature below and shall continue in force and effect until the Project has been fully completed to the satisfaction of the District but no later than December 31, 2024 or as terminated by either party pursuant to the terms in the Agreement, whichever occurs first.
3. Pursuant to, and as set forth in this Agreement, Bidder will provide the District the following services:
 1. Jetting and clean out of approximately 1,300 linear feet of 8" sewer main
Exhibit C: Lift Station to Manhole #5
 - a. Scope to be **included in base bid**.
 2. Installation of 650 linear feet of 8" Cured-in-Place-Pipe (CIPP) Liner
Exhibit C: Lift Station to Manhole #3
 - a. Scope to be **included in base bid**.
 3. Installation of 650 linear feet of 8" Cured-in-Place-Pipe (CIPP) Liner
Exhibit C: Manhole #2 to Manhole #5
 - a. Scope to be included as "**Alternate A**"

(Hereinafter referred to collectively as "the Scope of Work" or "the Project").

4. As consideration for the services to be performed by Bidder pursuant to the terms and conditions set forth in this Agreement, the District agrees to pay Bidder as follows:

1. 20% of base bid following award of contract
2. 80% of base bid at 100% completion.

The District shall not be responsible for any costs in excess of the payment schedule set forth above unless the District agrees to said increase in writing before such expense is incurred. All payments shall be made in accordance with the Illinois Local Government Prompt Payment Act, as amended (50 ILCS 505/1 *et seq.*).

5. The District reserves the right to make changes in the Scope of Work (increases and decreases of any kind) and alterations in material and product selections. Bidder, its contractors, and subcontractors and their respective employees and agents shall make no changes in the Scope of Work without issuance of a written change order that is first executed by both the District and the Bidder. The District will not pay for verbal change orders. Bidder must obtain written change orders or, at minimum, email authorization of additional fixed-price change order work from the District *before* proceeding with any additional work or any variations in specified materials. Furthermore, Bidder understands and agrees that any public works change orders that total fifty percent (50%) or more of original contract price must be rebid in same manner as the original contract. *See* 50 ILCS 525/5. Bidder also understands and agrees that any change orders of more than \$10,000 or 30 days (more or less) in completion time, must be pre-approved in writing by the District. *See* 720 ILCS 5/33E-9.
6. Bidder is an Independent Contractor and is not an employee of, partner of, agent of, or in a joint venture with the District. Bidder understands and agrees that Bidder is solely responsible for paying all wages, benefits and any other compensation due and owing to Bidder's officers, employees, and agents for the performance of services set forth in the Agreement. Bidder further understands and agrees that Bidder is solely responsible for making all required payroll deductions and other tax and wage withholdings pursuant to state and federal law for Bidder's officers, employees and/or agents who perform services as set forth in the Agreement. Bidder also acknowledges its obligation to obtain appropriate insurance coverage for the benefit of Bidder, Bidder's officers, employees and agents and agrees the District is not responsible for providing any insurance coverage for the benefit of Bidder, Bidder's officers, employees and agents. Bidder hereby indemnifies and agrees to waive any right to recover alleged damages, penalties, interest, fees (including attorneys' fees), and/or costs from the District, its board members, officials, employees, insurers, and agents for any alleged injuries that Bidder, its officers, employees and/or agents may sustain while performing services under the Agreement. Bidder shall exercise general and overall control of its officers and employees.
7. For public safety reasons and to the extent permitted by law, Bidder agrees that no one shall be assigned to perform work at the District's facilities on behalf of Bidder, Bidder's consultants, subcontractors and their respective officers, employees, agents and assigns unless Bidder has completed a criminal background investigation for each individual to be performing work at the site. To the extent permitted by law, in the event that the individual's criminal background investigation reveals that the individual has a conviction record that has not been sealed, expunged or impounded under Section 5.2 of the Criminal Identification Act, Bidder agrees that the individual shall not be assigned to perform work on or at the District's properties and/or facilities absent prior written consent from the District. The District, at any time, for any reason and in the District's sole discretion, may require Bidder, Bidder's contractors, and Bidder's subcontractors to remove any individual from performing any further work under this Agreement. Should the District have a complaint regarding the performance of the services or the behavior of Bidder's officers, employees, contractors, subcontractors, and/or agents performing services under this Agreement, or should the District request a change in the manner in which services are being performed pursuant to this Agreement, the District shall transmit the same to the Bidder's on-site foreman and/or to any other member of Bidder's management, who shall take immediate action and shall promptly

resolve the problem to the District's satisfaction. Bidder's failure to take immediate action and/or to resolve the problem to the District's satisfaction shall be considered a material breach of the Agreement.

8. Bidder shall indemnify, hold harmless and defend with counsel of the District's own choosing, the District, its past, present and future elected officials, department heads, employees, insurers, and agents (hereinafter collectively referred to as "Releasees") from and against all liability, claims, suits, causes of action, demands, proceedings, set-offs, liens, attachments, debts, expenses, judgments, or other liabilities including costs, reasonable fees and expense of defense, arising from any loss, damage, injury, death, or loss or damage to property, of whatsoever kind or nature as well as for any breach of any covenant in the Agreement or ancillary documents and any breach by Bidder of any representations or warranties made within the contract documents (collectively, the "Claims"), to the extent such Claims result from any act or omission, neglect, willful acts, errors, or misconduct of Bidder in its performance under this Agreement or the contract documents. Pursuant to 55 ILCS 5/3-9005, no attorney may be assigned to represent the Releasees pursuant to this Section of the Agreement unless the attorney has been approved in writing by the Kendall County State's Attorney. Releasees' participation in its defense shall not remove Bidder's duty to indemnify, defend, and hold Releasees harmless, as set forth above. Releasees do not waive their defenses or immunities under the Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/1 et seq.) by reason of this indemnification provision. Indemnification shall survive the termination of this Agreement.

9. Bidder will obtain and continue in force, during the term of this Agreement, all insurance as set forth below:
 - a. All coverage shall be placed with insurers authorized to conduct business in Illinois with a current A.M. Best's rating of no less than A:VII. Each insurance policy shall not be canceled or changed without thirty (30) calendar days' prior written notice, given by the insurance carrier to the District at the address set forth herein.

 - b. Minimum Scope and Limit of Insurance. All coverage shall be at least as broad as the following:
 - i. Commercial General Liability ("CGL"): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be \$2,000,000.

 - ii. Umbrella/Excess Liability: Limits of liability equal to or greater than \$5,000,000 per occurrence and \$5,000,000 in aggregate.

 - iii. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Bidder has no owned autos, Code 8 (hired) and 9 (non-owned), with a limit no less than \$1,000,000 per accident for bodily injury and property damage.

 - iv. Workers' Compensation Insurance: Insurance as required by the State of Illinois, with Statutory Limits, and Employer's Liability Insurance with a limit of no less than \$1,000,000 per accident for bodily injury or disease. (Not required if the company provides written verification it has no employees.)

 - v. Professional Liability (Errors and Omissions) Insurance: Professional insurance appropriate to Bidder's profession, with a limit no less than \$2,000,000 per occurrence or claim and \$2,000,000 aggregate.

- c. If Bidder maintains broader coverage and/or higher limits than the minimums shown above, the District shall be entitled to the broader coverage and/or the higher limits maintained by the Bidder. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the District. The District and its, past, present, and future its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of Bidder including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to Bidder's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if later revisions used).
- d. For any claims related to this Agreement, the Bidder's insurance coverage shall be primary insurance primary coverage at least as broad as ISO CG 20 01 04 13 with respect to the Releasees. Any insurance maintained by the Releasees shall be in excess of the Bidder's insurance and shall not contribute with it.
- e. Bidder hereby grants to the Releasees a waiver of any right to subrogation which any insurer of said Bidder may acquire against Releasees by virtue of the payment of any loss under such insurance. Bidder agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not Releasees have received a waiver of subrogation endorsement from the insurer.
- f. Self-insured retentions must be declared to and approved by the District. The District may require the Bidder to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the District.
- g. If any of the required policies provide coverage on a claims-made basis, (1) the Retroactive Date must be shown and must be before the date of the Agreement or the beginning of the contracted work; (2) insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work; and (3) if coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the Agreement's effective date, the Bidder must purchase "extended reporting" coverage for a minimum of five (5) years after completion of the contracted work.
- h. Bidder shall furnish the District with original Certificates of Insurance including all required amendatory endorsements (or copies of the applicable policy language effecting coverage required by this clause) and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the District before work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Bidder's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.
- i. Subcontractors: Bidder shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Bidder shall ensure that the District is an additional insured on insurance required from subcontractors.
- j. The District reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

10. Neither party will be responsible to the other for damage, loss, injury, or interruption of work if the damage, loss, injury, or interruption of work is caused solely by conditions that are beyond the reasonable control of the parties, and without the intentional misconduct or negligence, of that party (hereinafter referred to as a “force majeure event”). To the extent not within the control of either party, such force majeure events may include: acts of God, acts of any governmental authorities, fire, explosions or other casualties, vandalism, riots or war. A party claiming a force majeure event (“the claiming party”) shall promptly notify the other party in writing, describing the nature and estimated duration of the claiming party’s inability to perform due to the force majeure event. The cause of such inability to perform will be remedied by the claiming party with all reasonable dispatch.
11. Upon the occurrence of any material default or breach of Agreement by either party, the injured party (i.e., the non-breaching and/or non-defaulting party) may, at its option, upon notice to the other in writing, declare this Agreement to be in default, and at any time thereafter, so long as the other party shall have not remedied or caused to be remedied all outstanding defaults and/or breaches within a reasonable period of time as determined by the District, the injured party may elect, in accordance with law and any other agreement between the parties to: (a) Proceed by appropriate court action at law or in equity to enforce performance by the defaulting party of its obligations under this Agreement and/or to recover damages for breach thereof; and/or (b) By notice in writing to the defaulting party, cancel or terminate this Agreement. For purposes of this Paragraph, “reasonable period of time” will be dependent on the type of service being provided but, in any event, the reasonable period of time may be no less than one hour but no more than thirty (30) calendar days.
12. Notwithstanding any other provision of this Agreement, this Agreement may be terminated by the District upon written notice delivered to Bidder at least thirty (30) days prior to the effective date of termination. No additional payments, penalties and/or early termination charges shall be required upon termination of the Agreement under this paragraph.
13. Bidder agrees to comply with all applicable federal, state or local laws and regulatory requirements and to secure such licenses as may be required for its employees and to conduct business in the state, municipality, county, or location where the work is to be performed. Such obligation includes, but is not limited to, environmental laws, civil rights laws, prevailing wage and labor laws.
14. This contract calls for the construction of a “public work” within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01 *et seq.* (“the Act”). The Act requires the Bidder and Bidder’s contractors and subcontractors to pay their respective laborers, workers and mechanics performing services on this public works project no less than the current “prevailing rate of wages” (hourly cash wages plus fringe benefits) in the county where the work is performed. The Illinois Department of Labor (“Department”) publishes the prevailing wage rates on its website at <http://labor.illinois.gov/>. The Department revises the prevailing wage rates, and the Bidder and Bidder’s contractors and subcontractors have an obligation to check the Department’s website for revisions to prevailing wage rates. For information regarding current prevailing wage rates, please refer to the Department’s website. The Bidder and all of the Bidder’s contractors and subcontractors rendering services under this Agreement must comply with all requirements of the Act, including, but not limited to, all wage requirements and notice and record keeping duties. Failure to comply with all applicable requirements of the Act will be considered a material breach of this Agreement.
15. When applicable, Bidder shall furnish Material Safety Data Sheets for their products, in compliance with the Illinois Toxic Substance Disclosure to Employee Act, Safety Inspection and Education Act & “Right to Know” law, 820 ILCS 255/1 *et seq.*, 820 ILCS 220/0.01 *et seq.* and 820 ILCS 225/0.1 *et seq.*

16. Bidder, its officers, employees, contractors, subcontractors, and agents agree not to commit unlawful discrimination and unlawful harassment and further agree to comply with all applicable provisions of the Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, as amended, the Americans with Disabilities Act, the Age Discrimination in Employment Act, Section 504 of the Federal Rehabilitation Act, the Illinois Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq., as amended, and all applicable rules and regulations. Also, Bidder and Bidder's subcontractors shall maintain a written sexual harassment policy that complies with the requirements of 775 ILCS 5/2-105 and shall comply with all other fair employment practices and equal employment opportunity/affirmative action requirements set forth in applicable state and federal laws and regulations.
17. All services to be undertaken by Bidder shall be carried out by competent and properly trained personnel of Bidder to the highest standards and to the satisfaction of the District. All services, materials and components shall conform to relevant manufacturers' and equipment suppliers' specifications, and all materials and spare parts shall be obtained from the original equipment manufacturers or from suppliers approved by them. No warranties implied or explicit may be waived or denied.
18. Bidder hereby waives any claim of lien against subject premises on behalf of Bidder, its officers, insurers, employees, agents, suppliers and/or sub-contractors employed by this Agreement. Upon completion of the project and as a condition prior to payment in full, Bidder shall tender to the District a final waiver of lien for all subcontractors and/or suppliers.
19. Neither party shall assign, sublet, sell, or transfer its interest in this Agreement without the prior written consent of the other.
20. This Agreement shall be construed in accordance with the laws and Constitution of the State of Illinois and if any provision is invalid for any reason such invalidations shall not render invalid other provisions which can be given effect without the invalid provision. The parties agree that the venue for any legal proceedings between them shall be the Circuit Court of Kendall County Illinois, Twenty-Third Judicial Circuit, State of Illinois.
21. In the event the District is in default under the Agreement because funds are not appropriated for a fiscal period subsequent to the one in which the Agreement was entered into which are sufficient to satisfy all or part of the District's obligations under this Agreement during said fiscal period, the District agrees to provide prompt written notice of said occurrence to Bidder. In the event of a default due to non-appropriation of funds, the District has the right to terminate the Agreement upon providing thirty (30) days written notice to Bidder. No additional payments, penalties and/or early termination charges shall be required upon termination of the Agreement.
22. Any notice required or permitted to be given pursuant to this Agreement shall be duly given if sent by fax, certified mail, or courier service and received, in the case of notice to the District, to the District's Representative, Antoinette White, Acting Executive Director at awhite@kendallcountyil.gov (630) 553-2296, with copy sent to: Kendall County State's Attorney, 807 W. John Street, Yorkville, Illinois, 60560, fax (630) 553-4204.

And, in the case of Bidder, to:

23. Bidder certifies that Bidder, its parent companies, subsidiaries, and affiliates are not barred from entering into this Agreement as a result of a violation of either 720 ILCS 5/33E-3 or 5/33E-4 (Bid rigging or Bid rotating) or as a result of a violation of 820 ILCS 130/1 et seq. (the Illinois Prevailing Wage Act). Bidder

further certifies by signing the Agreement, the Bidder, its parent companies, subsidiaries, and affiliates have not been convicted of, or are not barred for attempting to rig bids, price-fixing or attempting to fix prices as defined in the Sherman Anti-Trust Act and Clayton Act. 15 U.S.C. § 1 *et seq.*; and has not been convicted of or barred for bribery or attempting to bribe an officer or employee of a unit of state or local government or school district in the State of Illinois in that officer's or employee's official capacity. Also, by signing this Agreement, Bidder affirms that Bidder has not made any admission of guilt of such conduct which is a matter of record, nor has any official, officer, agent, or employee of the Bidder's company been so convicted nor made such an admission.

24. Both parties affirm no Kendall County Forest Preserve District officer or elected official has a direct or indirect pecuniary interest in Bidder or this Agreement, or, if any Kendall County Forest Preserve District officer or elected official does have a direct or indirect pecuniary interest in Bidder or this Agreement, that interest, and the procedure followed to effectuate this Agreement has and will comply with 50 ILCS 105/3.
25. In any action with respect to this Agreement, the parties are free to pursue any legal remedies at law or in equity. If the Kendall County Forest Preserve District is required to take legal action to enforce performance of any of the terms, provisions, covenants and conditions of this Agreement, and by reason thereof, the District is required to use the services of an attorney, then the Kendall County Forest Preserve District shall be entitled to reasonable attorneys' fees, court costs, and expenses incurred by the District pertaining thereto and in enforcement of any remedy, including costs and fees relating to any appeal.
26. Bidder shall be responsible for the protection of all work including, but not limited to, all work performed by Bidder, Bidder's employees, subcontractors and agents until its completion and final acceptance by the District, and shall at Bidder's own expense replace damaged or lost materials or repair damaged parts of the work, and the Bidder shall be liable therefore. Bidder shall take all risks from floods and casualties, and shall make no claim for damages for delay from such causes. Bidder may, however, be allowed a reasonable extension of time on account of such delays, subject to the conditions herein before specified. The Bidder shall remove from the vicinity of the work upon its completion all surplus material or equipment belonging to Bidder or used under Bidder's direction during construction. Bidder shall remove all surplus materials, excavation, concrete and debris of all kinds from the project site, streets or portions of buildings or property at or adjacent to the site of the work, except that which may be required for refilling or grading the surface, within a reasonable time or as directed by the District.
27. When construction observation tasks or construction subcontracting are part of the service to be performed by the Bidder under this Agreement, the Bidder will include the following clause in any construction-related contract documents and Bidder agrees not to modify or delete it:

Kotecki Waiver: Bidder (and any subcontractor into whose subcontract this clause is incorporated) agrees to assume the entire liability for all personal injury claims suffered by its own employees, asserted by persons allegedly injured on the Project; waives any limitation of liability defense based upon the Worker's Compensation Act, court interpretations of said Act or otherwise; and to the fullest extent permitted by law, agrees to indemnify and hold harmless and defend the Kendall County Forest Preserve District and its past, present and future board members, elected officials, employees, agents and consultants (the "Indemnitees") from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, that the Indemnitees may sustain as a result of such claims, except to the extent that Illinois law prohibits indemnity for the Indemnitees' own negligence. Indemnitees are designated and recognized as explicit third-party beneficiaries of the Kotecki Waiver within the general contract and all sub contracts entered into in furtherance of the general contract.

28. Vendor Information Reporting Requirements. Pursuant to 35 ILCS 200/18-50.2, the District must collect and electronically publish certain data from all vendors and subcontractors doing business with the District. To comply with this statutory obligation, the Bidder agrees to provide the District with written answers to the following questions within ten (10) business days after the parties' execution of this Agreement:
1. Is the Bidder and/or any of the Bidder's subcontractors a minority-owned, women-owned, or veteran-owned business, as defined in the Business Enterprise for Minorities, Women, and Persons, with Disabilities Act? If so, please describe.
 2. If the answer to Question (1) is "yes", does the Bidder and/or any of the Bidder's subcontractors hold any certifications for those categories or are they self-certifying? If the entity holds any certifications, please describe with sufficient detail each certification received.
 3. If the Bidder and/or the Bidder's subcontractors self-certify, do they qualify as a small business under the federal Small Business Administration standards?
29. Bidder and its consultants, employees, contractors, subcontractors, and agents agree to comply with all provisions of the Substance Abuse Prevention on Public Works Act, 820 ILCS 265/1 *et seq.* and the Illinois Drug Free Workplace Act, 30 ILCS 580/1 *et seq.*
30. Should the total cost of the public work to be performed by Bidder pursuant to this Agreement exceed \$50,000.00, Bidder must furnish, supply and deliver a payment bond in the amount of the base bid to the District pursuant to the requirements of the Public Construction Bond Act, 30 ILCS 550/1 *et seq.*
31. The District and/or Bidder's waiver of any term, condition, or covenant or breach of any term, condition, or covenant, shall not constitute a waiver of any other term, condition, or covenant, or the breach thereof.
32. Bidder warrants to the District that all construction and related services provided shall be performed in a good workman like manner, in accordance with the terms of the contract documents, and all applicable law, codes, regulations, and other requirements, including safety standards.
33. If at the time the Agreement is executed, or if during the term of the Agreement, there is a period of excessive unemployment in Illinois as defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0.01 *et seq.*, (hereinafter referred to as "the Illinois Workers Act"), Bidder, its consultants, contractors, subcontractors, and agents agree to employ Illinois laborers on this Project in accordance with the Illinois Workers Act. Bidder understands that the Illinois Workers Act defines (a) "period of excessive unemployment" as "as any month following two consecutive calendar months during which the level of unemployment in the State of Illinois has exceeded 5%, as measured by the United States Bureau of Labor Statistics in its monthly publication of employment and unemployment figures", and (b) "Illinois laborer" as "any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident." See 30 ILCS 570/1. Bidder understands and agrees that its failure to comply with this provision of the Agreement may result in immediate termination of the Agreement.
34. It is understood and agreed to by the parties that all contracts entered into by a government body, such as the District, are open to public review and may be discussed in open session pursuant to the Illinois Open Meetings Act (5 ILCS 120/1 *et seq.*) and/or may be released pursuant to the Illinois Freedom of Information Act (5 ILCS 140/1 *et seq.*), any other applicable state or federal law, and/or pursuant to subpoena and/or court order.

35. This Agreement may be executed in counterparts (including facsimile signatures), each of which shall be deemed to be an original and both of which shall constitute one and the same Agreement.
36. The District and the Bidder each hereby warrant and represent that their respective signatures set forth below have been and are on the date of this Agreement duly authorized by all necessary and appropriate corporate and/or governmental action to execute this Agreement. Furthermore, Bidder hereby affirms that Bidder is legally authorized to transact business in the State of Illinois.
37. Bidder agrees to comply with [The Davis Bacon Act](#) — 40 U.S.C. 3141 *et seq.* as necessary. The Davis-Bacon and Related Acts, apply to contractors and subcontractors performing on federally funded or assisted contracts in excess of \$2,000 for the construction, alteration, or repair (including painting and decorating) of public buildings or public works. Davis-Bacon Act and Related Act contractors and subcontractors must pay their laborers and mechanics employed under the contract no less than the locally prevailing wages and fringe benefits for corresponding work on similar projects in the area. The Davis-Bacon Act directs the Department of Labor to determine such locally prevailing wage rates. The Davis-Bacon Act prevailing wage provisions apply to the “Related Acts,” under which federal agencies assist construction projects through grants, loans, loan guarantees, and insurance. Examples of the related Acts are the American Recovery and Reinvestment Act of 2009, the Federal-Aid Highway Acts, the Housing and Community Development Act of 1974, and the Federal Water Pollution Control Act.
38. Bidder understands that the District is utilizing funds received pursuant to the American Rescue Plan Act (“ARPA”) to pay, in whole or in part, for the services set forth in this Agreement. Thus, Bidder agrees to comply with all applicable provisions of the ARPA, all guidance on the ARPA including, but not limited to the Interim Final Rule, issued by the U.S. Department of the Treasury, 2 C.F.R. 200 *et seq.*, and all other applicable federal and state statutes, regulations, interpretive guidance, and executive orders related to ARPA funded projects.

SECTION 5: BID FORMS

EXHIBIT A — BID SUBMISSION COVER SHEET

ITB Number & Name ITB# 24-07-001 2024 Hoover Forest Preserve Sewer Main Cured-in-Place Pipe (CIPP) Lining Project

Bidder Name (printed): _____

Address: _____ City, State, Zip: _____

Bid Clarification Contact Person: _____ Telephone: _____

Email: _____

State of Incorporation: _____ Entity Type: _____

Federal Employer Identification Number (FEIN): _____

Any individual signing below hereby certifies they are an authorized representative of Bidder and that:

1. Bidder understands and accepts the requirements of this ITB and all Bidding Documents. By submitting a Bid, Bidder agrees to be bound by all requirements and terms and conditions set forth in the Bidding Documents.
2. Bidder acknowledges receipt of any and all Addenda to this ITB.
3. Bidder certifies all contents of the Bid (including any other forms or documentation, if required under the Bid Documents), and this Bid Submission Cover Sheet are truthful and accurate and have been prepared independently from all other Bidders, and without collusion, fraud, or other dishonesty.
4. Subject to acceptance by a majority vote of the Kendall County Forest Preserve District's Board of Commissioners, the Bidder acknowledges that by submitting this Bid offer and signing in the space below, the Bidder is contractually obligated to comply with all items in the Bidding Documents.

Authorized Signature

Date

(Printed Name and Title)

Email Address

EXHIBIT B - Bid Form

BIDDER'S NAME: _____

KENDALL COUNTY FOREST PRESERVE DISTRICT ITB NUMBER: #24-07-001 _____

ITB PROJECT NAME: 2024 Hoover Forest Preserve "Sewer Main Cured-in-Place Pipe (CIPP) Lining Project

1. COST OF WORK: The undersigned Bidder having familiarized themselves with the conditions affecting the cost of the work and its performance and having carefully examined and fully understood the Bidding Documents, hereby affirms and agrees to enter into a contract with Kendall County Forest Preserve District to provide all supervision, labor, material, equipment, and all other expense items to perform completely the entire work covered by all specifications for the entire work.

A. FOR THE **BASE BID**, A LUMP SUM OF: _____
Base Bid Sum in Words

Dollars (\$ _____).

B. FOR BID "**ALTERNATE A**," A LUMP SUM OF: _____
"Alternate A" Bid Sum in Words

Dollars (\$ _____).

C. **UNIT PRICING:** FOR EACH ADDITIONAL LINEAL FOOT OF 8" CIPP INSTALLED
(MATERIAL PLUS LABOR): _____
Unit Pricing in Words

Dollars (\$ _____).

[Please include a breakdown of unit and total prices for items as required as an attachment to this Bid Form.]

2. COSTS: The undersigned hereby affirms and states that the prices quoted herein constitute the total cost to Kendall County Forest Preserve District for all work involved in the respective items and that this cost also includes all insurance, royalties, transportation charges, use of all tools and equipment, overhead expense, all profits, and all other work, services, and conditions necessarily involved in the work to be done and materials to be furnished in accordance with the requirements of the Bidding Documents.

3. PROFESSIONAL REFERENCES: The undersigned shall provide at least three (3) professional references that can provide Kendall County Forest Preserve District with information regarding the bidder's experience with this type of project, and these professional references are attached to this Bid Form.

4. BID BOND: All bidders are required to submit a bid surety with their Bid. The amount of the bid surety shall be ten percent (10%) of the total bid price. The undersigned's bid bond is attached to this Bid Form.

5. **COMPLIANCE CERTIFICATIONS:** By initialing below, the undersigned hereby certifies all of the following in accordance with applicable state and federal law:

A. **COMPLIANCE WITH ILLINOIS DRUG FREE WORKPLACE ACT:** The undersigned, having 25 or more employees, does hereby certify pursuant to section 3 of the Illinois Drug Free Workplace Act (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of the work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies, that it is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

_____ (Initials)

B. **COMPLIANCE WITH THE ILLINOIS HUMAN RIGHTS ACT:** The undersigned does hereby certify pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and Human Rights Commission; (vi) direction on how to contact the Illinois Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

The undersigned also further certifies that, pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105), it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

_____ (Initials)

C. **CERTIFICATION REGARDING BIDDER ELIGIBILITY:** The undersigned does hereby certify that it has not been barred from bidding on a public contract as a result of a violation of either Section 33E-3 (Bid-rigging) or Section 33E-4 (Bid rotating) of the Illinois Criminal Code, contained in Chapter 38 of the Illinois Revised Statutes.

_____ (Initials)

D. **NON-COLLUSION AFFIDAVIT:** The undersigned's completed Non-Collusion Affidavit is attached to this Bid Form.

This Bid Form and all attachments are respectfully submitted this _____ day of _____, 2024.

Bidder's Name: _____

Mailing Address: _____

Telephone Number: _____ Facsimile Number: _____

Email Address: _____ Website: _____

Type of Business Organization: *(Check the box that applies)*

<input type="checkbox"/>	Sole Proprietor
<input type="checkbox"/>	Corporation
<input type="checkbox"/>	LLC
<input type="checkbox"/>	Partnership
<input type="checkbox"/>	Limited Partnership
<input type="checkbox"/>	Other: _____

Signature of Authorized Representative: _____

Printed Name: _____

Title: _____

Attested by: _____

Title: _____

Bidder's Professional References

As part of their Bid package, the Bidder must provide at least three (3) professional/client references for services the Bidder has performed within the past five (5) years that are similar in size, scope, and type of

Reference #1:

Professional Reference Name: _____

Contact Person's Name: _____

Telephone Number: _____ Facsimile Number: _____

Mailing Address: _____ Email: _____

Description and date(s) of services: _____

Reference #2:

Professional Reference Name: _____

Contact Person's Name: _____

Telephone Number: _____ Facsimile Number: _____

Mailing Address: _____ Email: _____

Description and date(s) of services: _____

Reference #3:

Professional Reference Name: _____

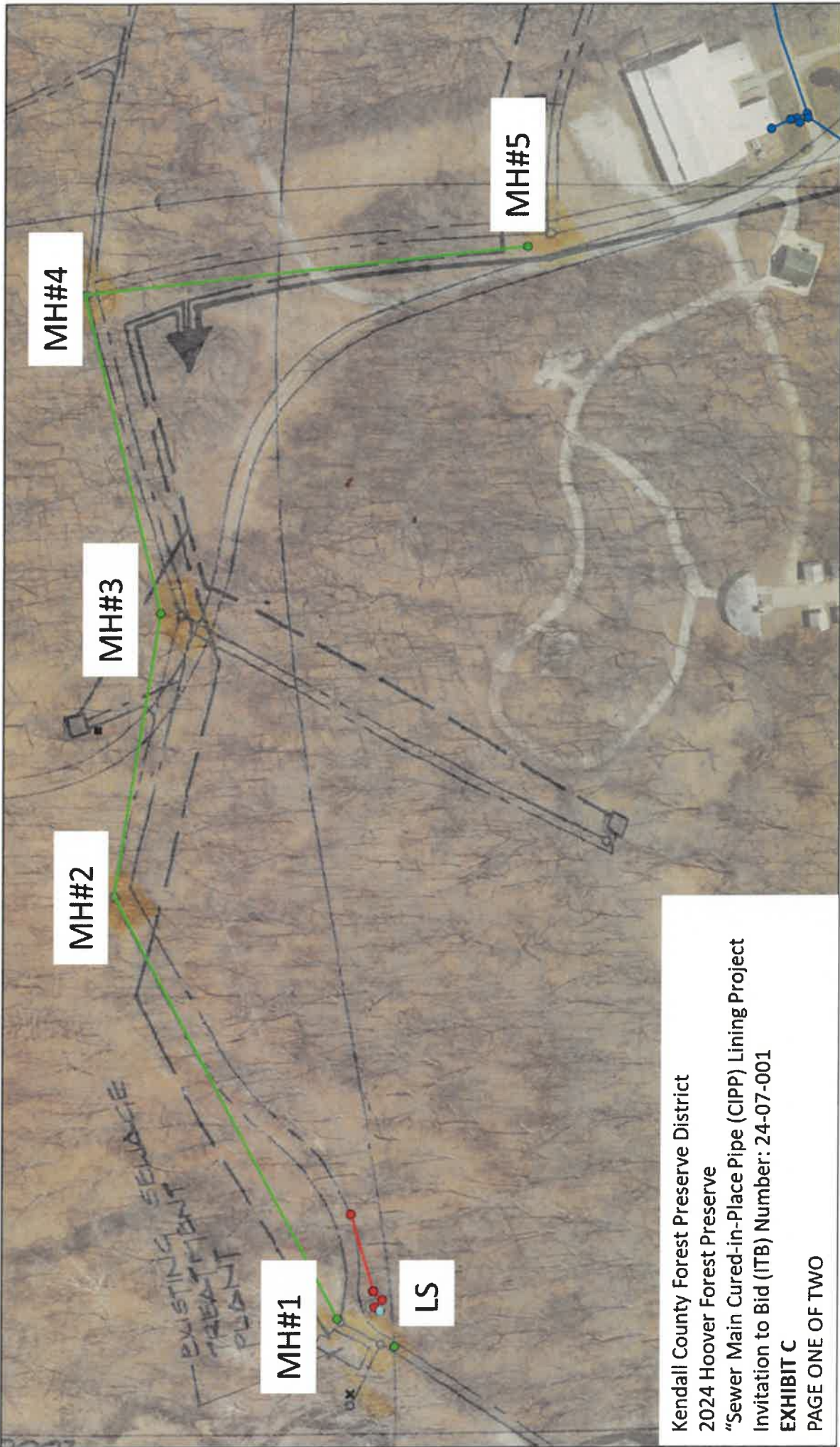
Contact Person's Name: _____

Telephone Number: _____ Facsimile Number: _____

Mailing Address: _____ Email: _____

Description and date(s) of services: _____

SECTION 6: EXHIBIT C



Kendall County GIS
 111 West Fern Street - Room 306
 Yorkville, Illinois 60550
 630.533.4312

- x abandoned
- lift station
- power
- sanitary
- structure
- water
- power
- sanitary
- water

Hoover Utility Locations

Kendall County Forest Preserve District
 2024 Hoover Forest Preserve
 "Sewer Main Cured-in-Place Pipe (CIPP) Lining Project
 Invitation to Bid (ITB) Number: 24-07-001
EXHIBIT C
 PAGE ONE OF TWO



Kendall County Forest Preserve District
 2024 Hoover Forest Preserve
 "Sewer Main Cured-in-Place Pipe (CIPP) Lining Project
 Invitation to Bid (ITB) Number: 24-07-001

EXHIBIT C

PAGE TWO OF TWO

GIS Layer Information (Located and Marked in Field)

Sewer Pipe Lengths (Approx.)	Feet	
First Manhole to Second	403.4	Base Bid
Second Mahhole to Third	240.73	
Third Manhole to Fourth	275.73	Alternate A
Fourth Manhole to Fifth	372.92	

Total 1292.78

GIS Coordinates	Degrees Lat/Long
LS Lift Station	-88.4829802; 41.63935456
#1 First Manhole	-88.4830241; 41.6394480
#2 Second Manhole	-88.4816621; 41.6400337
#3 Third Manhole	-88.4808337; 41.6398795
#4 Fourth Manhole	-88.4799613; 41.6400513
#5 Fifth Manhole	-88.4797045; 41.6390417



Joseph Craig
Archaeologist



July 25, 2024

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

*RE: Professional Service Proposal
Phase II Cultural Resource Evaluation and Report
Archaeological Sites 11KE829
Hoover Forest Preserve
Kendall County, Illinois*

Dear Mr. Guritz:

Prairie Archaeology & Research is pleased to submit this Professional Services Proposal to conduct a Phase II cultural resource significance evaluation for the directly impacted portions of prehistoric archaeological site 11KE829 which is located within the Hoover Forest Preserve. The following presents the proposed scope of services and deliverables, the costs to complete the investigation, and the schedule to complete the project.

SCOPE OF SERVICES

Prairie Archaeology & Research archaeologists will conduct a Phase II Cultural Resource Evaluation for National Register of Historic Places (NRHP) inclusion and an assessment of adverse impact to significant cultural deposits for the portion of archaeological site 11KE829. This evaluation and assessment will be confined to only the portions of the resource directly affected by the proposed trail and other improvements funded through the OSLAD grant administered and awarded by the Illinois Department of Natural Resources (IDNR).

The following presents a work plan to investigate and evaluate the impacted areas of the referenced archaeological site to determine if those portion of the site impacted by the proposed granted project meets the criteria for inclusion on the National Register of Historic Places (NRHP) and to ascertain if the proposed funded activity will result in an "adverse impact" to significant archaeological resources.

This proposal is divided into the following sub-tasks: Pre-Field Investigations Coordination and Literature Review, Archaeological Field and Laboratory Methods, and Cultural Resources Evaluation Report.

SCOPE OF WORK

Task 1: Pre-Field Investigations Coordination and Literature Review

Field investigations and reporting requirements will be coordinated with the Illinois Department of Natural Resources. The goal of early coordination is to receive concurrence with the regulatory agency in regard to field methods, laboratory methods, and data analyses prior to the implementation of field studies. In addition, a literature review of previous research conducted within or near the project area will be made before beginning fieldwork. Pre-field investigations will have three objectives: 1) to summarize the geomorphological, environmental, and cultural history of the area as they pertain to the evaluation of resources; 2) to summarize previous archaeological investigations; and 3) to a context within which the potential for inclusion on the National Register of Historic Places results of investigations can be assessed.

Task 2: Archaeological Field and Laboratory Methods

The proposed scope of the Phase II Cultural Resource Evaluation conforms to the recommendations of the Illinois Department of Natural Resources Historic Preservation Program.

Close Interval Screened Shovel Test: Close interval screened shovel probe excavations will be conducted within the APE of each site. Shovel probes will consist of the excavation of systematically placed holes at 5- to 10-meter intervals. Holes will measure about 30 centimeters in diameter. Soil will be passed through a 1/4-inch mesh screen. The objective of the screened shovel probes is to pinpoint areas of high artifact concentrations that may indicate the location of intact midden or subsurface cultural features.

Hand Excavations: Investigators will excavate a limited number of 1-meter by 2-meter test units will be dispersed across the Area of Potential Effect (APE) within the site area. If possible these test units will be placed in areas of greatest integrity and highest or higher than average artifact density, as determined by the results of the close interval systematic screened shovel probe excavations. Units will be hand excavated and screened through ¼ -inch mesh to identify and recover artifacts. Units will be excavated in 10 cm levels below the ground surface. Test units will be excavated until cultural sterile pre-Holocene deposits are encountered (typically 20 to 30 cm below the surface). At the base of each level, the unit floor will be scraped and observed for indications of cultural deposits. Diagnostic artifacts or features will be documented on standardized unit-level forms. Artifacts recovered from the units will be bagged and issued a catalog number. Bags will be

labeled with the project name, site number, unit number, catalog number, date, and name of the collector.

Cultural Deposit Excavations. If intact cultural deposits (such as a historic cellars, wells, foundation remnants, etc.) are identified, they will be assigned a number, mapped in plan view, and plotted on the site map. A representative sample of intact deposits or feature will be cross-sectioned and excavated. Soil excavated from the deposit will be passed through ¼-inch mesh screen. Artifacts recovered from the cultural deposit will be bagged and issued a catalog number. Bags will be labeled with the project name, site number, feature number, catalog number date and name of the excavator. A profile of the deposit will be drawn and recorded. As required by the Illinois Department of Natural Resources, a 5 to 10-liter soil sample will be retained and processed to detect the presence of macro floral and faunal remains.

Site Mapping. Mechanically excavated trenches and cultural deposit excavations will be plotted and recorded on the final site plan maps prepared for the report.

Photography. Digital photographs will be taken of the site, excavated trenches, cultural deposits and selected artifacts. Representative photographs will be included in the final report.

Laboratory Methods. All cultural material recovered during investigations and greater in age than 50 years, will be washed, sorted, and labeled. The objectives of cultural material analyses are: 1) to provide a tabulation and description of the artifacts; 2) to interpret these materials as indicators of activities conducted at the site by prehistoric and historic inhabitants; and 3) to provide a general chronological framework for site occupation. If human remains are recovered, then standard bio-anthropological analyses will be conducted. The level of analyses will be determined by the completeness and condition of remains. All cultural material collected during cultural resource investigations will be curated at the Illinois State Museum's Research and Collections Center in Springfield, Illinois.

Task 3: Cultural Resources Investigation Report

The results of the Phase II Cultural Resources Evaluation for each site will be submitted to the client in a format acceptable to the Illinois Department of Natural Resources. Following client approval, the Cultural Resources Investigation Report will be submitted to the IDNR for review and comment.

COSTS

The total cost to complete field excavations and the NRHP evaluation for two individual archaeological sites will be a fixed fee not to exceed \$14,720.00.

SCHEDULE

Prairie Archaeology & Research would be able to initiate investigations during late August or September of 2024. The draft report will be submitted within 15 business days following the completion of the fieldwork for client review. The final version of the individual reports will be submitted to the client within 5 business days from the completion of the client's and agency's review of the draft report. With the approval of the client, standard archaeological resource reporting forms will be completed and submitted to the Illinois State Museum for approval prior to completing the final report.

Following your review and approval, PAR can initiate activities on your verbal authorization. And again, thank you for allowing PAR the opportunity to submit this proposal and please contact me at 217.544.4881 if you have any questions.

Prairie Archaeology & Research, Ltd.

A handwritten signature in black ink, appearing to read "Joe Craig", written in a cursive style.

Joe Craig
Archaeologist



Contents lists available at ScienceDirect

MethodsX

journal homepage: www.elsevier.com/locate/methodsx

Project-specific bumble bee habitat quality assessment [☆]

Jason L. Robinson



Illinois Natural History Survey at Prairie Research Institute of the University of Illinois at Urbana-Champaign, Champaign, IL 61820, United States

ARTICLE INFO

Method name:

Bumble Bee Habitat Quality Assessment for Project Impacts

Keywords:

Bumble bee habitat
Rapid assessment
Endangered species
Habitat quality

ABSTRACT

The listing of *Bombus affinis* Cresson 1863 (Rusty Patched Bumble Bee; RPBB) in 2017 under the Endangered Species Act (ESA) created a regulatory need for assessment methods, in order to limit take of this species by construction and development. As the first social insect listed under the ESA, the listing of RPBB has required new methods for biological assessment. This species has a complex life cycle requiring a mosaic of different habitat types, with each life cycle stage facing unique challenges and threats. I have established a method for separately assessing habitats critical to each vulnerable life history stage, using a combination of aerial photography, GIS maps and target-specific ground survey efforts. This method identifies factors that may potentially limit bumble bee colony success in each stage and provides project planners with facts about physical structures or plant communities that may have elevated importance to bumble bees during certain seasonal windows. Previous efforts to assess bumble bee habitat considered landscape features thought to be linked to bumble bee colony success. This effort extends these methods to estimate project specific impacts of construction and development projects, necessary for Section 7 Consultation with the United States Fish and Wildlife Service (USFWS) under the ESA.

- Systematic spatial assessment of landscape features linked to critical periods in the life history trajectory of a bumble bee colony across a season
- Construction and development project proponents can approach USFWS consultation with quantitative estimates of the area of a project area classified by habitat types and qualities
- Factors limiting bumble bee recovery may be inferred from the distribution and abundance of the constituent elements of quality bumble bee habitat

Specifications table

Subject area:	Environmental Science
More specific subject area:	Endangered Species Habitat Assessment
Name of your method:	Bumble Bee Habitat Quality Assessment for Project Impacts
Name and reference of original method:	Xerxes Society for Invertebrate Conservation (2017) Rusty Patched Bumble Bee Habitat Assessment Form and Guide
Resource availability:	ArcGIS computer software

Method details

The problem- Ecological restoration and recovery efforts aimed primarily at simple features or processes may produce limited results [1]. The demographic and biogeographic declines of bumble bees implicate numerous complex and interacting factors that

[☆] **Related research article:** None.

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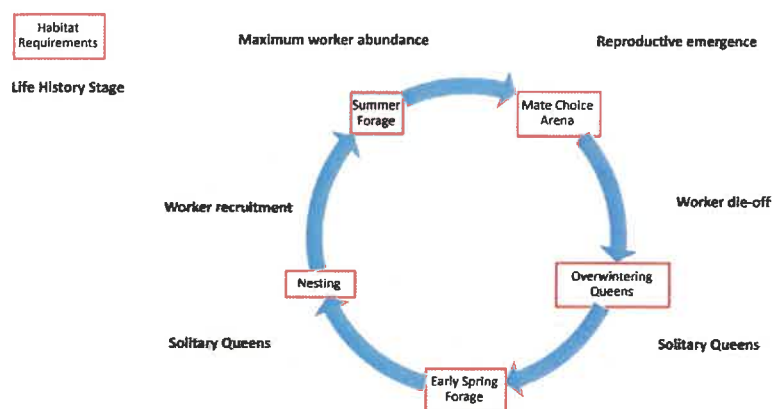


Fig. 1. The life cycle of a bumble bee colony relies on distinctly different habitat requirements over the course of a year or growing season.

elude simple correlation with land cover or habitat types [2,3]. Bumble bee (*Bombus*) species have complex life cycles requiring several somewhat independent dimensions of habitat quality [4]. The suitability of some area to provide habitat for bumble bees is, in part, a function of the local availability of the seasonal flowering of plants, demographic dynamics within and among colonies, and mate choice and dispersal dynamics facilitating the successful overwintering of mated queens. At critical periods in this life cycle, the fitness of the colony (reproduction and recruitment into the following year) can be impaired or precluded entirely. For the most part, these life cycle bottlenecks have distinct habitat requirements that may be useful to guide estimates of habitat quality in several dimensions (Fig. 1).

The most common observations of bumble bee species are probably workers foraging in summer floral resources, but other seasonal landscape features are integral to the success and persistence of bumble bee colonies across seasons (Fig. 1). Previous research has suggested that early spring floral resources are vital to the success of colonies [5], perhaps as vectors for nutritional support of newly emerged queens, or by providing the raw materials for the construction of nests and incubation cells required to rear more workers. In many biogeographical contexts, these early spring resources are disproportionately distributed in woodlands [6]. After the emergence of reproductive castes in late summer, some species have different mate-seeking behaviors [7–12] such as route cruising, perching and pheromone communications, that may potentially be influenced by local habitat features. Finally, post-reproductive queens seek deep leaf litter or mulch piles or other subterranean redoubts for overwintering habitat [13]. A meaningful assessment of bumble bee habitat quality at a site potentially impacted by a specific project should measure the area exhibiting a comprehensive set of factors attending the evolutionary fitness of the colony (i.e. “conditions appropriate for individual and population persistence” [14]).

The survey method. This method for bumble bee habitat assessment entails the explicit spatial mapping of the distribution of four different critical constituent elements in a project area. I have developed this method while conducting project impact surveys for the Rusty Patched Bumble Bee *Bombus affinis* Cresson 1863 in Northern Illinois, in anticipation of Section 7 consultation with the USFWS, but the general method would be modifiable to any bumble bee species in any region. The Xerces Society for Invertebrate Conservation [15] framed the problem of assessing bumble bee habitat as a task for conservation managers, but this did not address the issue of quantifying areas of habitat quality for impact assessment. I have modified and extended their approach here to facilitate rapid assessment of bumble bee habitats, particularly for the Federally Endangered Rusty Patched Bumble Bee *Bombus affinis*.

A surveyor approaching a project area will have prepared base maps of the boundaries under consideration, preferably satellite images or aerial photographs (Fig. 2). The aim of habitat assessment is to ascertain the extent of each constituent element of bumble bee habitat quality across the project area. This requires repeated observation throughout the growing season of floral resources. Rough consolidation of the project area into cover types (e.g. prairie planting, open woodland, mesic ravine) may be helpful for organizing field observations, but some habitat elements may be more patchily distributed within cover types. Careful photographic record keeping of the identity and date of blooming of forage plants, or the location of other physical habitat structures (mulch piles, embankments, cavities), will provide useful for mapping and report writing. Field notes for these observational surveys are then used in a GIS to construct a polygon of the extent of each constituent element of bumble bee habitat (Table 1).

No Habitat- Careful preliminary work from satellite images may enable the identification of “No Habitat” areas (e.g., impervious surfaces, open water, roofs and pavement) in a GIS or other computer mapping software, prior to visiting the site. These features should be verified by ground truthing, as water levels or the presence of structures may differ from photographs. Road embankments and flowered roadsides may provide habitat potential for foraging or nesting bees, so care should be taken to delimit only impervious surfaces with no floral resources as “No Habitat”.

Spring Habitat- The identification of floral resources requires some knowledge of local plant species. Careful photographic documentation of mystery plants, for later identification, can save valuable field time. A working familiarity with local flora and the preferences of target bumble bee species (if known) is important for accurate assessment. The distributions and abundances of particular plant and bumble bee species distributions are rarely concordant, but for *Bombus affinis* assessments there are several recent primary literature sources that provide surveyors with a basis for the floral assessment of habitat surveys [6,15–19]. In the Upper

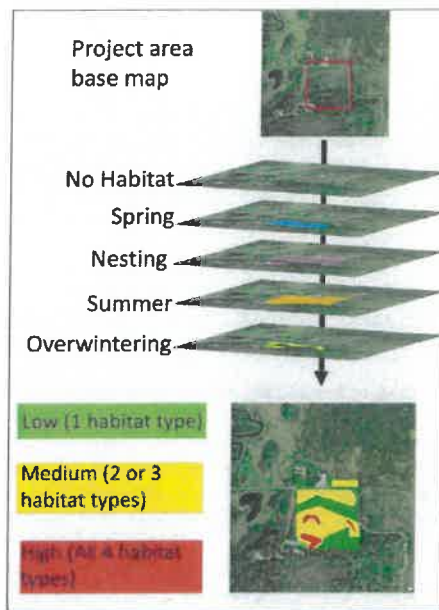


Fig. 2. Map algebra method of compiling GIS layers of the constituent elements of bumble bee habitat to derive a habitat quality index.

Table 1
The constituent elements of bumble bee habitat quality, relevant to project impact assessment.

Bumble Bee Habitat Element	Description
No Habitat	Areas of open water, road surfaces, parking lots, building footprints and other impervious surfaces that offer no resources for bumble bees.
Spring Resources	Floral resources that develop to bloom during periods when queens are foraging for nest building materials or rearing small batches of workers, i.e. when queens are the primary individual bumble bees active in the landscape.
Nesting Resources	Soil voids, rodent burrows, bunch grasses, soil fissures, tree holes, debris piles, flowerpots and many other similar areas can provide enough sheltered refuge to allow bumble bees to create combs and rear larvae to adult worker and reproductive stages.
Summer Resources	Floral resources that provide nectar and/or pollen to bumble bees during the period of maximum bumble bee worker abundance, including preferred “superfood” or “immune system” forage species [15] that provide elevated nutritional value to bumble bees (e.g. <i>Monarda fistulosa</i> , <i>Eutrochium</i> spp., <i>Echinacea purpurea</i> , <i>Cirsium</i> spp., <i>Amorpha canescens</i> , <i>Impatiens</i> sp., <i>Helianthus</i> spp., <i>Chelone</i> spp., <i>Penstemon</i> spp.).
Overwintering Resources	Areas with substrates suitable for the survival of overwintering mated queens. These may include mulch piles, thick leaf litter, bunch grasses, or other structures (including bare soil near the natal colony site). Different species of <i>Bombus</i> may have different overwintering strategies [13], and for imperiled species the full extent of variation in this strategy may not be well known.

Midwest, spring ephemeral wildflowers in mature woodlands are primary spring habitats, while prairies and grasslands tend to bloom later. Non-native species can provide spring forage resources, sometimes in great abundance.

Nesting habitat- For many imperiled species of bumble bees, few observations of nest characteristics have been recorded in the scientific literature (Liczner and Colla 2019). Until recently, much of what has been known, or thought to be known, about the nesting habits of *B. affinis* was derived from the careful observational work of Otto Plath (1922, 1927) in the vicinity of Boston, Massachusetts. Boone et al. (2022) reported observations of 3 different *B. affinis* nests made in Minnesota and Wisconsin, each of which showed some evidence of association with rodent activity. For assessment purposes, we consider potential nesting habitat for *B. affinis* to include well drained slopes and embankments, bunch grass cover, anthropogenic structures and grasslands with legacy rodent burrows. Other imperiled bumble bee species may have different nesting proclivities, including ground, tree and cavity nestings.

Summer Habitat- Summer floral resources for bumble bees are primarily pollen and nectar products from flowers. Some floral resource species are more valuable to bumble bees than others, offering immune system benefits or particularly nutritious rewards to foragers [15]. Again, a working familiarity with local flora and the preferences of bumble bee species in the regional species pool will improve the quality of this habitat assessment. Key characteristics of prime summer floral resource quality are diverse assemblages of plants offering abundant floral foraging opportunities continuously throughout the summer, the presence of preferred plant species (including “superfood” or “immune system” species; [15]).

Overwintering Habitat- The overwintering behavior of queen bumble bees is largely unknown for many bumble bee species. In some species, mated queens seeking to overwinter will burrow in mulch or loose soil, sometimes near nests [13]. The behavior of

other species may be completely unobserved or inferred from the known behavior of close relatives. For *Bombus affinis*, we know of no published observations of overwintering habitat use and instead assume that forest duff, mulch piles, rodent burrows and anthropogenic debris may be used by overwintering queens.

Mating Habitat. Bumble bee mating behaviors vary across species and species groups. For some species, e.g. *B. pensylvanicus* (DeGeer 1773) mating may occur within the colony nest [11]. In other species, such as *B. griseocollis* (DeGeer 1773), males may perch on twigs or branches of trees and compete with other males for access to passerby queens (pers. obs.). To date, we ignore this dimension of habitat quality in our assessments of habitat quality for *Bombus affinis*, since we know so little about the mating strategies and behaviors of the bumble bees in Illinois. Should the state of knowledge on this aspect of bumble bee life history change, particularly for *B. affinis*, this habitat assessment framework could be used to map the spatial extent of mate choice arenas in a project area.

If surveyors seek to assess the habitat quality in some project area, it is important that habitat assessments be conducted without regard to the observed rates of visitation by bumble bees. High quality habitat is not necessarily highly used habitat; there is an inherent circularity of using organismal abundance as a proxy for habitat quality [20,21]. This problem can be avoided by assessing habitat quality solely on the basis of the structural components given in Table 1, and disregarding observations or capture of bumble bees during habitat assessment.

The analysis method. An important product of this project specific assessment of bumble bee habitat quality is a map of the distribution of habitat quality, and the acreage occupied by each category of habitat quality, across the project area. Depending on the needs of the surveyor or others that might utilize these maps for decision-making, additional information about the content of these polygons may be stored in the GIS. For example, a map depicting the extent of "Summer Foraging Habitat" as a polygon might contain additional information about the species composition in different subpolygons similarly classified as summer foraging habitat. Similarly, observations of bumble bee species or relevant environmental data and field notes are also potentially stored in the tables accompanying a GIS map of a project area habitat assessment.

In Illinois, I classify bumble bee habitat quality in 4 categories: No Habitat, Low, Medium and High Quality. I consider areas where none of the constituent elements of bumble bee habitat occur to be No Habitat for bumble bees. Areas with only 1 element of bumble bee habitat are Low Quality (e.g., lawns and roadsides with intermittent spring or summer forage). Areas with 2 or 3 elements are considered Medium Quality habitats, without respect to which elements are present. Areas where all 4 elements occur are considered High Quality. A GIS is used to merge the individual polygons of each constituent element of bumble bee habitat to create a single map layer where the total area of each cover type, or habitat quality, can be calculated separately (Fig. 2).

Project specific habitat assessments should take pains to document the extent of occurrence of important plant species and physical structures associated with potential nesting and overwintering habitat. Mitigations or other commitments intended to reduce potential impacts may be assigned not only by land cover types, but also the total area of each habitat quality in the project area. A full assessment of spring and summer floral forage typically requires several visits to the site, and an eye for documenting species that may bloom ephemerally outside of these visits (e.g., by identifying spent blooms, or dead stems from the last year's growth). The reduction of a multi-dimensional habitat assessment problem to map algebra offers the rapid conceptualization and estimation of project impacts to habitats known to be associated with critical periods in the life history of bumble bee colonies.

I have suggested a possible fifth constituent element of quality bumble bee habitat with potential to limit the year-to-year success of bumble bee colonies: courtship arenas where mate choice and mating occur. However, variation in the mating behavior among *Bombus* species precludes a generalized description of such habitat, and so the potential contribution of a project area to provide mating arena habitat should be considered for each species separately. For example, Boone et al. (2022) observed *Bombus affinis* courtship and mating behaviors approximately 5 m from a known nest. For some species, possibly including *Bombus affinis*, courtship habitat may occur within or overlap with nesting habitat completely. For other species (e.g. *B. auricomus*), courtship may occur a much greater distance from a nest [22]. *B. griseocollis* males establish and defend perches, from where they compete for the attention of queens seeking mating opportunities (author, personal observation). Nesting, overwintering and courtship habitat requirements are the least well understood aspects of bumble bee life history, and the uncertainty around which behaviors are normative for target species currently limits the utility of exploiting this habitat requirement dimension in project assessment. Nonetheless, as more is learned about the ecology and behavior of bumble bees, this spatial framework for project specific habitat assessment can easily accommodate the consideration of new habitat features as new map layers.

Funding

This work was supported by Illinois Department of Transportation, through the Illinois Natural History Survey at the University of Illinois at Urbana-Champaign.

Declaration of competing interest

The authors declare that they have no known competing financial interests or personal relationships that could have appeared to influence the work reported in this paper.

Data availability

No data was used for the research described in the article.

Acknowledgments

Jason Bried and K.C. Carter provided invaluable feedback on the use and development of this method. Several iterations of undergraduate and graduate students have also been instrumental in working out a standardized method for habitat assessment, including Maria Niernerg, Alma Schrage, Jack Caldwell, Casey Fry, Breanna Owens and Moshe Piltz.

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INNOVATIVE UNDERGROUND

217 W. JOHN ST, PLANO, IL 60545
331-300-5225

Kendall County Forest Preserve
Attn: Dave

PROPOSAL
7/22/2024

Yorkville IL

PROJECT: SUBAT FOREST PRESERVE, STORM DRAIN REHABILITATION

NO.	ITEM	PROPOSED AMOUNTS			
		QTY	U/M	PRICE	AMOUNT
1	LOCATING PIPE IN TWO (2) AREAS	4	HR	\$ 450.00	\$ 1,800.00
PROPOSAL TOTAL (NOT TOO EXCEED)					\$ 1,800.00

**NOTE: THE ABOVE QUANTITIES ARE AN ESTIMATE ONLY.
ACTUAL QUANTITIES WILL BE INVOICED.**

SCOPE OF WORK

- USE CRAWLER CAMERA TO LOCATE AREAS IDENTIFIED BY DIRECTOR

RANDY HARKER, PRESIDENT

DATE

PROPOSAL VALID FOR 30 DAYS
SERVICES BILLED UPON COMPLETION
TERMS - NET 30 DAYS

SIGNATURE OF ACCEPTANCE

DATE

To: Kendall County Forest Preserve District Finance Committee

From: David Guritz, Executive Advisor

RE: Process for Review and Approval of Change Orders – Mary M. Subat Nature Center Project

Date: July 25, 2024

District staff is requesting Finance Committee confirmation of the process outlined below for approval of Subat Nature Center Project contingency expenditures.

For the Subat Nature Center Project, Kluber Architects + Engineers will be tracking costs and proposed and/or approved change orders within the Project's contingencies as provided within the bid specifications within two contingency "buckets."

The first contingency bucket will include the \$75K construction project contingency combined with the \$15K construction testing allowance.

The second contingency bucket will include the \$12K allowance for the decorative metal panels, and the \$110K interpretive display budget.

On June 21, 2022, prior to the start of construction on the Pickerill-Pigott Estate House Project, Commission increased the Executive Director's expenditure limit to \$10,000.00.

Costs within the approved project contingencies above the \$10,000 threshold will be presented for approval to the Finance Committee, Committee of the Whole, or Commission. Costs under this amount will be approved, tracked, and reported to Finance and the Committee of the Whole.

D. At closeout of Contract, funds remaining in Contingency Allowance will be credited to Owner by Change Order.

1.05 INSPECTING AND TESTING ALLOWANCES

A. Costs Included in Inspecting and Testing Allowances: Cost of engaging an inspecting or testing agency; execution of inspecting and tests; and reporting results.

B. Costs Not Included in the Inspecting and Testing Allowances:

1. Costs of incidental labor and facilities required to assist inspecting or testing agency.
2. Costs of testing services used by Contractor separate from Contract Document requirements.
3. Costs of retesting upon failure of previous tests as determined by Architect/Engineer.

C. Payment Procedures:

1. Submit one copy of the inspecting or testing firm's invoice with next application for payment.
2. Pay invoice on approval by Architect/Engineer.

D. Differences in cost will be adjusted by Change Order.

1.06 ALLOWANCES SCHEDULE

A. Cash Allowance: Interpretive Display's: Include in the Base Bid the stipulated sum of \$110,000.00 for use upon Owner's instructions.

B. Cash Allowance: Decorative Metal Panels: Include in the Base Bid the stipulated sum of \$12,000.00 for use upon Owner's instructions for CNC cut hanging metal panels.

C. Construction Contingency Allowance: Include in the Base Bid the stipulated sum of \$75,000.00 for use upon Owner's instructions.

D. Inspecting and Testing Allowance: Include the sum of \$15,000.00 for payment of inspecting services specified in Section 01 40 00 - Quality Requirements.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

David Guritz

Subject: Baker Woods 50/50 Hay Contract - First Cutting Status Report

From: kyle connell <kconnellfarmsllc@yahoo.com>

Sent: Monday, July 22, 2024 9:09 AM

To: David Guritz <dguritz@kendallcountyil.gov>; fazione@gmail.com

Cc: Antoinette White <awhite@kendallcountyil.gov>; Marty Vick <MVick@kendallcountyil.gov>; Brian DeBolt <bdebolt@kendallcountyil.gov>; Matt Kellogg <mkellogg@kendallcountyil.gov>

Subject: [External]Re: Baker Woods 50/50 Hay Contract - First Cutting Status Report

CAUTION - This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

We have cut and baled the 50/50 shared field, yes it is salvageable and currently under cover in my shed at my farm along with the other hay from the previous cutting that I set aside for you. I will have total numbers for you later today.

I understand your concern of hay need with this year's weather, but as always, I have your best interest in mind. For example, this spring when I provided hay at no cost to you, I will make sure you are taken care of. At this time, I believe there will be a surplus for you.

Please call with any further concerns, thanks

Kyle

On Fri, Jul 19, 2024 at 11:24, David Guritz <dguritz@kendallcountyil.gov> wrote:

Kyle & Nate:

Please provide a report, and copy all on the status of first cutting of hay for the 20-acre 50/50 hay crop field at Baker Woods Forest Preserve.

Obviously, we're concerned about impacts to our hay supply for the upcoming winter season, as well as revenue impacts from lack of surplus, so please share your thoughts on this so we can advise the Board of Commissioners accordingly on what to expect.

Will the first cutting be salvageable/marketable?

Do you plan on harvesting and retaining the total yield from this area once the field is cut, and provide substitute bales for the District's 50% share based on total small bale count?

Please advise, and 'reply all' on your response.

Thanks!

Dave Guritz
Executive Advisor
Kendall County Forest Preserve District
(630) 553-4131