

COMBINED Supplemental Claims Listing

229 268455 MATHIEW PRESNAK 10-6-18:EL 27022007088 ELLIS SECURITY DEPOSIT RE 1,000.00 bantrim
 230 268458 JAMES BESSLER 10/13/18:EL 27022007088 ELLIS SECURITY DEPOSIT RE 1,000.00 bantrim
 2,000.00*

ELLIS WEDDINGS
Total ELLIS BARN 1,283.15*

231 140937 NICOR 10/10/18:BLAZ 27022006860 HOOVER - GAS 37.79 bantrim
 232 140937 NICOR 10/10/18:ML 27022006860 HOOVER - GAS 44.72 bantrim
 233 140937 NICOR 10/10/18:KING 27022006860 HOOVER - GAS 37.79 bantrim
 234 140937 NICOR 10/10/18:ROOK 27022006860 HOOVER - GAS 42.86 bantrim
 235 140937 NICOR 10/10/18:MAINT 27022006860 HOOVER - GAS 34.27 bantrim
 236 140937 NICOR 10/10/18:HOUSE 27022006860 HOOVER - GAS 24.60 bantrim
 237 140937 NICOR 10/10/18:SHOP 27022006860 HOOVER - GAS 42.36 bantrim
 238 140937 NICOR 10/10/18:MOON 27022006860 HOOVER - GAS 35.75 bantrim
 300.14*

HOOVER
Total ELLIS WEDDINGS 2,000.00*

239 031510 COMMONWEALTH EDISON 10/1/18: 27022006861 HOOVER - ELECTRIC 759.28 bantrim
 240 031510 COMMONWEALTH EDISON 10/1/18:BATH 27022006861 HOOVER - ELECTRIC 109.17 bantrim
 241 031510 COMMONWEALTH EDISON 10/1/18:HOUSE 27022006861 HOOVER - ELECTRIC 24.53 bantrim
 892.98*

242 231020 WIRE WIZARD OF ILLINOIS INC 30166 10/25/18 27022006862 HOOVER - OTHER UTILITIES 75.00 bantrim
 75.00*

243 230146 WALDEN'S LOCK SERVICE 10/4/18:HVR 27022006864 HOOVER - BUILDING MAINTEN 164.22 bantrim
 164.22*

244 266301 CARLA LARSON 18-00257 10/25/18 27022007088 HOOVER SECURITY DEPOSIT R 127.50 bantrim
 245 268453 ADRIAN GUTIERREZ 18-00172 10/25/18 27022007088 HOOVER SECURITY DEPOSIT R 100.00 bantrim
 246 268454 CHRIS HAWKINS 84620 10/25/18 27022007088 HOOVER SECURITY DEPOSIT R 200.00 bantrim
 247 268457 ELIZABETH ROWLODI 18-00238 10/25/18 27022007088 HOOVER SECURITY DEPOSIT R 100.00 bantrim
 527.50*

ENV ED SCHOOL
Total HOOVER 1,959.84*

248 230834 ANTIONETTE WHITE 10/11/18:AW 27023016849 ENV EDUC - SCHOOL PROG EX 5.44 ** bantrim
 5.44*

ENV ED OTHER PUBLIC PROGRAMS
Total ENV ED SCHOOL 5.44*

249 230834 ANTIONETTE WHITE 10/11/18:AW 27023046849 ENV EDUC - OTHER PUBLIC P 5.68 ** bantrim
 5.68*

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Kendall County

COMBINED Supplemental Claims Listing

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Vendor# Name

Invoice #

Description

Date

Budget #

Account Description

Dist Amount

Total ENV ED OTHER PUBLIC PROGRAMS 5.68*

GROUND & NATURAL RESOURCES

250	111010	SCOTT N KOBAL	10/17/18:HENN	HENNEBERRY-SURVEY	10/25/18	27025006837	PRESERVE IMPROV - GR & NA	2,500.00	bantrim
								2,500.00*	
251	140937	NICOR	10/8/18:MILLERO	MILLBROOK SOUTH	10/25/18	27025006848	GAS - GROUND & NATURAL R	103.40	bantrim
252	140937	NICOR	10/11/18:HA	HARRIS	10/25/18	27025006848	GAS - GROUND & NATURAL R	50.06	bantrim
								153.46*	

Total GROUND & NATURAL RESOURCES 2,653.46*

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Kendall County

COMBINED Supplemental Claims Listing

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FP BOND PROCEEDS 2007

326 011311	AMALGAMATED BANK OF CHICAGO	SERIES 2012	FP SERIES 2012 BOND	10/25/18	95020005850	PROJECT FUND EXPENSES	450.00
327 091387	ILLINOIS DEPARTMENT OF TRANSPOR	122258	IL 47 & US 34	10/25/18	95020005850	PROJECT FUND EXPENSES	887.05
328 130913	MIDWEST ENVIRONMENTAL	18-767	PICKERILL=ASB SURVEY	10/25/18	95020005850	PROJECT FUND EXPENSES	1,855.00
329 190610	SEMPER FI YARD SERVICES	2017-183	HENNEBERRY RESTORATI	10/25/18	95020005850	PROJECT FUND EXPENSES	30,569.66
							33,761.71*

Total FP BOND PROCEEDS 2007

33,761.71*

GRAND TOTAL

\$43,614.84

Kendall County Forest Preserve District Operating Fund

ACCOUNT & DESCRIPTION	ACTUAL 2016	ACTUAL 2017	BUDGET 2018	Est. Year End 11/30/2018	BUDGET 2019	% CHANGE IN BUDGET
Beginning Balance (est.)	249,695	317,672	311,143	317,671	346,708	11.4%
REVENUE						
270-1-000-1100 Current Tax	542,849	552,629	576,247	576,247	595,374	3.3%
270-1-000-1135 Interest Income	196	218	170	627	521	206.5%
270-1-000-1325 Other Income	5,505	3,142	8,000	270	8,000	
270-1-500-1325 Other Income - Grounds & Natural Resources			6,000	960	6,000	
270-1-000-1335 Donations - Administration	445	1,742	500		500	
270-1-111-1335 Donations - Ellis Equestrian Center	467	450	500	50	500	
270-1-200-1335 Donations - Hoover	90	578				
270-1-300-1335 Donations - Environmental Education		1,305	500		500	
270-1-303-1335 Donations - Env. Educ. Natural Beginnings	950		2,000		2,000	
270-1-304-1335 Donations - Env. Educ. Other Programs		63				
270-1-400-1335 Donations - Natural Area Volunteers		2,769	2,000		2,000	
270-1-500-1335 Donations - Grounds & Natural Resources			4,500	360	4,500	
270-1-600-1335 Donations - Pickerell Pigott						
270-1-500-1500 Picnic & Shelter Rental - Grounds & Natural Resources	6,530	4,755	6,200	4,750	6,200	
270-1-500-1503 Preserve Improvements - Grants	940		3,500		3,500	
270-1-300-1507 Environmental Education Revenue						
270-1-301-1507 Env. Educ. - School Programs	29,504	24,099	33,000	29,429	35,000	6.1%
270-1-302-1507 Env. Educ. - Camps	18,760	23,380	33,000	19,295	30,000	-9.1%
270-1-303-1507 Env. Educ. - Natural Beginnings	74,796	76,604	79,646	88,763	86,430	8.5%
270-1-304-1507 Env. Educ. - Other Public Programs	1,575	4,026	6,000	4,834	6,000	
270-1-600-1507 Other Revenue - Pickerell Pigott						
270-1-200-1513 Hoover Revenue	245					
270-1-200-1513 Hoover Revenue (Yorkville Athletic Assoc. License)		2,250	2,250		2,250	
270-1-200-1513 Hoover Revenue (Residence Lease)		2,863	3,000	3,863	3,000	
270-1-201-1513 Hoover Bunkhouse Rental Rev	35,138	33,291	33,525	34,246	33,525	
270-1-202-1513 Hoover Campsite Rental Rev	6,150	5,075	4,500	5,310	4,500	
270-1-203-1513 Hoover Meadowhawk Rental Rev	12,294	14,288	10,500	16,123	16,500	57.1%
270-1-600-1507 Other Revenue - Pickerell Pigott						
270-1-600-1513 Rental Revenue - Pickerell Pigott					8,400	
270-1-000-1514 Farm License Revenue	192,838	146,963	151,030	160,723	151,030	
270-1-100-1517 Security Deposit Revenue - Ellis						
270-1-120-1517 Security Deposit Revenue - Ellis Weddings	17,125	8,460	15,000	9,410	10,000	-33.3%
270-1-121-1517 Security Deposit Revenue - Ellis Other Rentals	1,375	780	600	310	600	
270-1-201-1518 Security Deposit Revenue - Hoover Bunkhouse	1,900	4,100	4,000	5,900	6,000	50.0%
270-1-203-1518 Security Deposit Revenue - Hoover Meadowhawk	5,724	7,298	6,500	9,400	9,000	38.5%
270-1-600-1518 Security Deposit - Pickerell Pigott				1,000	1,000	
270-1-000-1519 Credit Card Revenue - All Preserves	1,463	2,066	3,300	2,795	3,000	
270-1-200-1519 Credit Card Revenue - Hoover	40					
270-1-100-1570 Ellis Center House	1,969					
270-1-110-1570 Ellis Center Camps	5,660	3,673	9,897	9,260	10,000	1.0%
270-1-111-1570 Ellis Center Riding Lessons	33,378	23,160	25,130	39,796	34,000	35.3%
270-1-112-1570 Ellis Center Birthday Parties	9,619	6,533	9,500	8,858	8,000	-15.8%
270-1-113-1570 Ellis Center Public Programs	166	3,138	2,520	4,378	5,000	98.4%
270-1-114-1570 Sunrise Center North License Agreement	1,600	19,200	24,600	21,067	24,600	
270-1-120-1570 Ellis Center Weddings	57,176	58,365	22,000	41,980	40,000	81.8%
270-1-121-1570 Ellis Center Other Rentals	5,192	3,402	4,500	2,190	4,500	
270-1-130-1570 Ellis Center 5K Event	3,592	2,779	4,000	2,519	4,000	
Total Revenue	1,080,314	1,043,443	1,098,115	1,104,712	1,165,930	6.2%

Kendall County Forest Preserve District Operating Fund

ACCOUNT & DESCRIPTION	ACTUAL 2016	ACTUAL 2017	BUDGET 2018	Est. Year End 11/30/2018	BUDGET 2019	% CHANGE IN BUDGET
PERSONNEL						
270-2-000-6101 Salary - Full Time Administration	123,789	130,293	140,228	136,689	141,048	0.6%
270-2-000-6102 Salary - Part Time Administration	4,842	4,102			6,500	
270-2-500-6101 Salary - Full Time Grounds & Natural Resources	133,068	143,503	147,277	142,122	148,002	0.5%
270-2-500-6102 Salary - Part Time Grounds & Natural Resources	9,928	18,563	34,290	32,833	48,121	40.3%
Salary Full Time: Env. Education						
270-2-301-6103 Env. Educ. FT Salary - School Programs Expense			12,871		12,871	
270-2-302-6103 Env. Educ. FT Salary - Camps Expense			8,105		8,105	
270-2-304-6103 Env. Educ. FT Salary - Other Public Programs Expense			1,103		1,103	
270-2-305-6103 Env. Educ. FT Salary - Laws of Nature			412		412	
Salary Part Time: Env. Education						
270-2-301-6128 Env. Educ. PT Salary - School Programs Expense	31,906	39,227	16,140	25,369	18,000	11.5%
270-2-302-6128 Env. Educ. PT Salary - Camps Expense	16,689	17,664	18,495	15,714	14,963	-19.1%
270-2-303-6128 Env. Educ. PT Salary - Natural Beginnings Expense	45,955	60,034	54,927	57,486	53,499	-2.6%
270-2-304-6128 Env. Educ. PT Salary - Other Public Programs Expense	4,080	6,790	4,397	7,615	6,000	36.5%
270-2-305-6128 Env. Educ. PT Salary - Laws of Nature	1,656	1,950	1,338	1,693	1,338	0.0%
270-2-306-6128 Env. Educ. PT Salary - Other Expense	40	47		3,706		
Salary Part Time - Ellis						
270-2-100-6122 Salary PT - Ellis House	9,756	10,884	8,033	8,548	8,706	8.4%
270-2-101-6122 Salary PT - Ellis Barn	6,005	6,833	8,033	8,018	8,706	8.4%
270-2-102-6122 Salary PT - Ellis Grounds	12,048	15,937	16,066	18,373	17,412	8.4%
270-2-110-6122 Salary PT - Ellis Center Camps Expense	3,512	1,546	5,628	3,781	4,604	-18.2%
270-2-111-6122 Salary PT - Ellis Center Riding Lessons Expense	21,518	23,746	18,580	19,460	27,385	47.4%
270-2-112-6122 Salary PT - Ellis Center Birthday Parties Expense	4,268	3,185	3,816	8,548	5,000	31.0%
270-2-113-6122 Salary PT - Ellis Center Public Programs Expense		1,716	1,190	2,716	3,000	152.1%
270-2-114-6122 Salary PT - Ellis Sunrise License Agreement		11,410	14,456	14,942	15,000	3.8%
270-2-120-6122 Salary PT - Ellis Center Weddings Expense	17,136	20,178	8,228	14,942	14,852	80.5%
270-2-121-6122 Salary PT - Ellis Center Other Rentals Expense	95	-				
Salary Full Time: Hoover						
270-2-200-6126 Salary FT - Hoover Grounds	16,498	22,585	25,222	24,288	25,038	-0.7%
270-2-201-6126 Salary FT - Hoover Bunkhouse	8,249	13,119	12,611	12,144	12,519	-0.7%
270-2-202-6126 Salary FT - Hoover Campsite	4,124	6,559	6,306	6,072	6,260	-0.7%
270-2-203-6126 Salary FT - Hoover Meadowhawk	4,125	6,559	6,306	6,072	6,260	-0.7%
Salary Part Time: Hoover						
270-2-200-6127 Salary PT - Hoover Grounds	11,731	18,107	18,978	19,432	26,023	37.1%
270-2-201-6127 Salary PT - Hoover Bunkhouse	5,691	9,053	9,489	9,570	13,011	37.1%
270-2-202-6127 Salary PT - Hoover Campsite	2,711	4,530	4,744	5,090	6,506	37.1%
270-2-203-6127 Salary PT - Hoover Meadowhawk	2,893	4,529	4,744	5,403	6,506	37.1%
Salary Part Time: Pickerill Pigott						
270-2-600-6102 Salary PT - Pickerill Pigott						
270-2-000-6115 Board Per Diem	4,410	2,924	3,200	2,970	3,200	
Total Personnel	506,723	605,573	615,212	613,593	669,950	8.9%

Kendall County Forest Preserve District Operating Fund

ACCOUNT & DESCRIPTION	ACTUAL 2016	ACTUAL 2017	BUDGET 2018	Est. Year End 11/30/2018	BUDGET 2019	% CHANGE IN BUDGET
EMPLOYEE BENEFITS						
270-2-000-6300	IMRF/SS Expense - Administration	22,501	24,308	24,806	26,808	-7.6%
270-2-200-6300	IMRF/SS Expense - Hoover Grounds	4,951	6,701	7,611	7,754	-5.7%
270-2-201-6300	IMRF/SS Expense - Hoover Bunkhouse	2,400	3,693	3,805	3,588	-5.7%
270-2-202-6300	IMRF/SS Expense - Hoover Campsite	1,192	1,725	1,902	1,974	-5.7%
270-2-203-6300	IMRF/SS Expense - Hoover Meadowhawk	1,220	1,868	1,902	1,976	-5.7%
270-2-300-6300	IMRF/SS Fund Expense - Env. Education					
270-2-301-6300	IMRF/SS Fund Expense - Env. Education School Programs	4,229	4,400	4,146	4,766	13.0%
270-2-302-6300	IMRF/SS Fund Expense - Env. Education Camps	1,800	1,922	3,500	2,510	14.3%
270-2-303-6300	IMRF/SS Fund Expense - Env. Education Natural Beginnings	7,443	8,993	8,490	9,085	-24.0%
270-2-304-6300	IMRF/SS Fund Expense - Env. Education Other Public Programs	635	838	722	903	10.8%
270-2-305-6300	IMRF/SS Fund Expense - Env. Education Laws of Nature	207	286	222	209	260.4%
270-2-306-6300	IMRF/SS Fund Expense - Env. Education Other Expenses	6	4	10	392	-100.0%
270-2-500-6300	IMRF/SS Expense - Grounds & Nat. Resources	24,652	28,429	30,430	24,474	-13.0%
270-2-600-6300	IMRF/SS Expense - Pickerill Pigott				2,285	
270-2-100-6301	IMRF & SS Expense - Ellis House	1,632	1,724	1,308	1,423	-7.0%
270-2-101-6301	IMRF & SS Expense - Ellis Barn	920	1,177	1,308	1,398	-7.0%
270-2-102-6301	IMRF & SS Expense - Ellis Grounds	1,928	2,579	2,616	3,029	-7.0%
270-2-110-6301	IMRF & SS Expense - Ellis Center Camps Expense	461	180	597	399	-33.0%
270-2-111-6301	IMRF & SS Expense - Ellis Center Riding Lessons Expense	3,550	3,183	1,982	1,993	15.9%
270-2-112-6301	IMRF & SS Expense - Ellis Center Birthday Parties Expense	807	438	407	921	22.9%
270-2-113-6301	IMRF & SS Expense - Ellis Center Public Programs Expense		187	127	222	215.0%
270-2-114-6301	IMRF & SS Expense - Sunrise Center North		1,610	1,541	1,578	9.7%
270-2-120-6301	IMRF & SS Expense - Ellis Center Weddings Expense	2,967	3,302	566	2,639	269.6%
270-2-121-6301	IMRF & SS Expense - Ellis Center Other Rentals Expense	18	-			
270-2-130-6301	IMRF & SS Expense - Ellis Center 5K Event Expense	65	-	63		-100.0%
270-2-000-6839	Medical Insurance - Administration	17,633	18,905	33,887	19,945	15.0%
270-2-200-6839	Medical Insurance - Hoover Grounds	9,607	4,858	5,805	5,011	15.0%
270-2-201-6839	Medical Insurance - Hoover Bunkhouse	4,803	2,429	2,902	2,505	15.0%
270-2-202-6839	Medical Insurance - Hoover Campsite	2,402	1,215	1,451	1,253	15.0%
270-2-203-6839	Medical Insurance - Hoover Meadowhawk	2,726	1,215	1,451	1,253	15.0%
270-2-500-6839	Medical Insurance - Grounds & Nat. Resources	28,063	32,125	35,216	40,503	15.0%
270-2-000-6838	Transfer to KC General Liability Insurance	42,316	43,325	43,324	43,324	-0.5%
270-2-000-6838	Insurance Claim Deductible Repayment to KC	64,155		5,000	5,000	
270-2-000-6859	Insurance Deductible			10,000	10,000	
	Total Employee Benefits	255,285	201,617	237,097	227,094	3.7%

Kendall County Forest Preserve District Operating Fund

ACCOUNT & DESCRIPTION	ACTUAL 2016	ACTUAL 2017	BUDGET 2018	Est. Year End 11/30/2018	BUDGET 2019	% CHANGE IN BUDGET
<u>CONTRACTUAL</u>						
270-2-000-6203 Dues/Memberships	1,590	2,035	1,000	1,049	1,200	20.0%
270-2-000-6204 Conferences	1,677	966	2,000	657	2,000	
270-2-500-6207 Telephone - Grounds & Natural Resources	11,040	11,613	10,890	10,213	10,500	-3.6%
270-2-000-6209 Legal Publications	80	483	400	189	400	
270-2-000-6215 Contractual Services (RecPro Software)	1,500	1,600	1,500	2,400	2,250	50.0%
270-2-000-6549 Audit	7,500	7,500	7,500	7,500	7,500	
270-2-500-6847 Refuse Pickup - Grounds & Natural Resources	8,058	7,468	6,750	6,702	6,750	
270-2-000-6834 Farm Lease Contract Expense	683		500		500	
270-2-120-7078 Refuse Pickup - Ellis	1,604	1,271	1,300	1,631	1,500	15.4%
270-2-000-7079 Environmental Education Presenters		1,600	1,600	-		-100.0%
270-2-110-7084 Veterinarian & Farrier - Ellis Camps	1,148		1,000	497	900	-10.0%
270-2-111-7084 Veterinarian & Farrier - Ellis Riding Lessons	2,877	1,614	2,400	1,393	1,800	-25.0%
270-2-112-7084 Veterinarian & Farrier - Ellis Birthday Parties	1,148	1,168	1,000	799	900	-10.0%
270-2-113-7084 Veterinarian & Farrier - Ellis Public Programs						
270-2-120-7089 Event Tent Lease - Ellis Weddings	17,400	15,255	15,255	15,255	15,255	
270-2-000-7090 Credit Card Fee	1		3,300	4,806	4,000	21.2%
Total Contractual	56,305	52,573	56,395	53,090	55,455	-1.7%

Kendall County Forest Preserve District Operating Fund

ACCOUNT & DESCRIPTION	ACTUAL 2016	ACTUAL 2017	BUDGET 2018	Est. Year End 11/30/2018	BUDGET 2019	% CHANGE IN BUDGET
COMMODITIES						
270-2-000-6200 Office Supplies & Postage	8,283	9,738	10,500	7,985	7,500	-28.6%
270-2-500-6217 Fuel: Gas & Oil Grounds	13,055	11,930	13,500	14,125	13,000	-3.7%
270-2-600-6217 Fuel: Gas & Oil - Pickerill Pigott						
270-2-000-6240 Uniforms	177					
270-2-500-6240 Uniforms	1,631	1,441	1,500	1,526	1,500	
270-2-000-6351 Electric	2,660	3,122	4,000	3,027	3,100	-22.5%
270-2-600-6351 Electric - Pickerill Pigott				4,714	6,000	
270-2-400-6835 Natural Area Volunteer Supplies	72	1,496	500	562	500	
270-2-000-6843 Promotion/Publicity	3,904	7,764	6,000	7,183	5,000	-16.7%
270-2-000-6844 Newsletter	192		400	-	400	
270-2-500-6848 Gas - Grounds & Natural Resources	2,139	3,094	2,000	4,333	3,000	50.0%
270-2-300-6849 Environmental Education		1,283				
270-2-301-6849 Env. Educ. - School Programs Expense	366	207	400	987	1,000	150.0%
270-2-302-6849 Env. Educ. - Camps Expense	4,437	3,051	2,000	1,765	1,750	-12.5%
270-2-303-6849 Env. Educ. - Natural Beginnings Expense	3,213	4,448	4,000	3,065	4,000	
270-2-304-6849 Env. Educ. - Other Public Programs Expense	620	490	500	980	600	20.0%
270-2-305-6849 Env. Educ. - Laws of Nature Expense	815	508	700	437	550	-21.4%
270-2-306-6849 Env. Educ. - Other Expense (Contractual Instr.)	1,250	-				
Utilities & Maintenance - Hoover						
270-2-200-6860 Hoover - Gas	4,067	4,652	5,000	5,219	5,000	
270-2-200-6861 Hoover - Electric	16,366	15,937	18,000	14,832	18,000	
270-2-200-6862 Hoover - Other Utilities	4,748	9,018	6,500	4,022	6,500	
270-2-200-6863 Hoover - Shop Supplies	817	2,531	1,100	2,894	2,000	81.8%
270-2-200-6864 Hoover - Building Maintenance	12,859	10,488	9,800	9,511	9,800	
270-2-200-6865 Hoover - Grounds Maintenance	3,383	6,221	4,500	2,076	4,500	
270-2-200-6866 Hoover - Other Expenses	2,042	2,952	4,000	132	4,000	
Utilities - Ellis						
270-2-100-7076 Utilities - Ellis House	9,679	7,216	6,000	6,757	6,500	8.3%
270-2-101-7076 Utilities - Ellis Barn	3,697	3,563	6,000	5,453	4,600	-23.3%
270-2-102-7076 Utilities - Ellis Grounds						
270-2-100-7077 Office Supplies & Postage - Ellis House	1,408	1,601	1,000	1,389	1,000	
270-2-100-7079 Volunteer Expense - Ellis						
270-2-113-7079 Volunteer Expense - Ellis Public Programs	168	215	300	508	500	66.7%
Promotion/Publicity - Ellis						
270-2-110-7081 Promotion/Publicity - Ellis Camps			250	-	250	
270-2-111-7081 Promotion/Publicity - Ellis Riding Lessons		200	500	435	750	50.0%
270-2-112-7081 Promotion/Publicity - Ellis Birthday Parties			500	-	250	-50.0%
270-2-113-7081 Promotion/Publicity - Ellis Public Programs				-		
270-2-120-7081 Promotion/Publicity - Ellis Weddings	3,190	1,441	2,000	4,446	2,000	
270-2-121-7081 Promotion/Publicity - Ellis Other Rentals				-		
270-2-130-7081 Promotion/Publicity - Ellis 5k		381	500	576	500	
Animal Care & Supplies - Ellis						
270-2-110-7082 Animal Care & Supplies - Ellis Camps	771	95	350	565	1,000	185.7%
270-2-111-7082 Animal Care & Supplies - Ellis Riding Lessons	5,502	2,866	600	3,430	2,000	233.3%
270-2-112-7082 Animal Care & Supplies - Ellis Birthday Parties	851	102	650	840	500	-23.1%
270-2-113-7082 Animal Care & Supplies - Ellis Public Programs				-		
270-2-114-7082 Animal Care & Supplies - Sunrise Center North		1,615	3,400	2,467	4,500	32.4%
Horses Acquisition & Tack - Ellis						
270-2-110-7083 Horses Acquisition & Tack - Ellis Camps			40	188	40	
270-2-111-7083 Horses Acquisition & Tack - Ellis Riding Lessons	1,800		40	750	80	100.0%
270-2-112-7083 Horses Acquisition & Tack - Ellis Birthday Parties			80	375	40	-50.0%
270-2-113-7083 Horses Acquisition & Tack - Ellis Public Programs				188		
Uniforms - Ellis						
270-2-110-7086 Uniforms - Ellis Camps	120	90	50	145	75	50.0%
270-2-111-7086 Uniforms - Ellis Riding Lessons	60	90	50	309	135	170.0%
270-2-112-7086 Uniforms - Ellis Birthday Parties		90	50	145	60	20.0%
270-2-113-7086 Uniforms - Ellis Public Programs				-		
270-2-120-7086 Uniforms - Ellis Weddings			50	-	50	
Program Supplies - Ellis						
270-2-110-7087 Program Supplies - Ellis Camps	16	497	600	482	600	
270-2-112-7087 Program Supplies - Ellis Birthday Parties	426	327	700	618	700	
270-2-113-7087 Program Supplies - Ellis Public Programs				-		
270-2-130-7087 Program Supplies - Ellis 5K	1,349	134	500	-	250	-50.0%

Kendall County Forest Preserve District Operating Fund

ACCOUNT & DESCRIPTION	ACTUAL 2016	ACTUAL 2017	BUDGET 2018	Est. Year End 11/30/2018	BUDGET 2019	% CHANGE IN BUDGET
270-2-500-7089 Supplies: Shop - Grounds	3,128	5,516	5,000	7,814	5,000	
270-2-600-7089 Supplies: Shop - Pickerill Pigott				429	500	
Total Commodities	119,259	126,405	124,110	127,687	129,580	4.4%
OTHER						
270-2-000-3913 Contingency			10,000	-	10,000	
270-2-000-6216 Equipment - Administration		130		-		
270-2-500-6216 Equipment - Grounds & Natural Resources	12,863	10,896	12,000	19,096	12,000	
270-2-600-6216 Equipment - Pickerill Pigott				-		
270-2-000-6853 Preserve Improvements	5,820	1,906	1,200	75	1,200	
270-2-500-6837 Preserve Improvements - Grounds & Natural Resources	4,426	4,541	7,500	4,490	5,500	-26.7%
270-2-500-6853 Preserve Improvements - Grounds & Natural Resources	1,200			-		
270-2-600-6853 Preserve Improvements - Pickerell Pigott				-		
270-2-000-6854 Contributions	500			882		
Grounds & Maintenance Equipment - Ellis						
270-2-100-7080 Grounds & Maint. - Ellis House	9,569	7,160	5,500	6,907	5,500	
270-2-101-7080 Grounds & Maint. - Ellis Barn	1,648	3,003	2,000	2,100	2,000	
270-2-102-7080 Grounds & Maint. - Ellis Grounds	6,219	5,920	5,500	3,152	5,500	
270-2-000-7088 Security Deposit Refunds	756	(50)		-		
270-2-120-7088 Security Deposit Refunds - Ellis Weddings	18,425	14,975	4,000	5,500	4,000	
270-2-121-7088 Security Deposit Refunds - Other Rentals			600	-	600	
270-2-200-7088 Security Deposit Refunds - Hoover	8,800	11,615	6,500	12,008	13,000	100.0%
270-2-000-7090 Credit Card Fee Expense	4,439	5,021		-		
270-2-112-7090 Credit Card Fee Expense - Ellis Birthday Parties	100					
270-2-120-7090 Credit Card Fee Expense - Ellis Weddings	1					
Total Other	74,766	65,118	54,800	54,210	59,300	8.2%
Total Expenditures	1,012,338	1,051,286	1,087,614	1,075,675	1,160,215	6.7%
Operating Surplus / (Deficit)	67,976	(7,843)	10,501	29,037	5,715	-45.6%
Ending Balance	317,671	309,829	321,644	346,708	352,423	9.6%

Beginning Balance	249,695	317,672	311,143	317,671	346,708	11.4%
Total Revenue	1,080,314	1,043,443	1,098,115	1,104,712	1,165,930	6.2%
Total Personnel	506,723	605,573	615,212	613,593	669,950	8.9%
Total Employee Benefits	255,285	201,617	237,097	227,094	245,930	3.7%
Total Contractual	56,305	52,573	56,395	53,090	55,455	-1.7%
Total Commodities	119,259	126,405	124,110	127,687	129,580	4.4%
Total Other	74,766	65,118	54,800	54,210	59,300	8.2%
Total Expenditure	1,012,338	1,051,286	1,087,614	1,075,675	1,160,215	6.7%
Surplus / (Deficit)	67,976	(7,843)	10,501	29,037	5,715	-45.6%
Ending Balance	317,671	309,829	321,644	346,708	352,423	9.6%

ACCOUNT & DESCRIPTION	ACTUAL 2016	ACTUAL 2017	BUDGET 2018	Est. Year End 11/30/2018	BUDGET 2019	% CHANGE IN BUDGET
Beginning Balance	842,469	842,469	843,687	842,469	854,804	1.3%
REVENUE						
280-1-000-1135 Interest Income		2,740	7,500	12,335	10,000	
280-1-000-1320 Project Fund Revenue - Subat FP						
Total Revenue	0	2,740	7,500	12,335	10,000	33.3%
EXPENDITURE						
280-2-000-6850 Project Fund Expense - Subat FP						
Total Expenditure	0	0	0	0	0	
Revenue over/(under) Expenditure	0	2,740	7,500	12,335	10,000	
Ending Balance	842,469	845,209	851,187	854,804	864,804	1.6%

ACCOUNT & DESCRIPTION	ACTUAL 2016	ACTUAL 2017	BUDGET 2018	Est. Year End 11/30/2018	BUDGET 2019	% CHANGE IN BUDGET
Beginning Balance	1,008,685	1,691,965	1,597,267	1,536,962	1,429,563	-10.5%
REVENUE						
950-1-000-1135 Interest Income	494	820	600	1,985	1,500	
950-1-000-1335 Donations			50,000	1,148	32,000	
950-1-000-1515 Project Fund Deposit	14,205	96,620		0		
950-1-000-1515 Land Acquisition Grant - TCF				2,250		
950-1-000-1515 Project Fund Deposit - Pollinator Grant NFWF				15,000		
950-1-000-1515 Project Fund Deposit - Maramech Restoration F&W			5,000			
950-1-000-1515 Project Fund Deposit - FEMA		28,516				
950-1-000-1515 Land Acquisition Grant - Grand Victoria						
950-1-000-1516 Project Fund Deposit - RTP					177,100	
950-1-000-1517 Land Acquisition Grant - OSLAD	750,000		748,250	652,633	316,500	
950-1-000-1518 KC Hwy Mitigation					150,000	
950-1-000-1519 Hoover Easements					42,000	
950-1-000-1520 Land Acquisition Grant - ICECF	2,000				36,000	
950-1-000-1521 Project Fund Deposit - The Morton Arb. - USFS					30,000	
950-1-000-1522 Trail Improvement Escrow Account			23,177		23,177	
Total Revenue	766,699	125,956	827,027	673,017	808,277	-2.3%
EXPENDITURE						
950-2-000-6101 Salaries	506		2,500		2,500	
950-2-100-6200 Bond Disclosure Fee					1,900	
950-2-000-6850 Project Fund Expense	16,724	280,960	499,334	130,415	416,865	
950-2-000-6851 Equipment Replacement Contingency			71,950		70,000	
950-2-200-6851 Equipment Replacement - Hoover					11,950	
950-2-400-6855 Natural Areas Management	2,496		15,000		73,000	
950-2-400-6856 Natural Areas Supplies			5,000			
950-2-000-6857 Land Acquisition			798,250	650,000		
950-2-000-6858 Preserve Improvements/Master Planning	23,145		137,349		1,380,052	
950-2-200-6858 Preserve Improvements/Master Planning - Hoover					31,500	
950-2-000-6859 Building Improvements/Demolition	31,398		99,000		124,470	
950-2-100-6859 Building Improvements/Demolition - Ellis					60,000	
950-2-200-6859 Building Improvements/Demolition - Hoover					19,000	
950-2-000-6860 Cropland Conversion	9,149		30,570			
Total Expenditure	83,418	280,960	1,658,953	780,415	2,191,237	32.1%
Revenue over/(under) Expenditure	683,281	(155,004)	(831,926)	(107,398)	(1,382,960)	
Ending Balance	1,691,965	1,536,962	765,341	1,429,563	46,603	-93.9%

ACCOUNT & DESCRIPTION	ACTUAL 2016	ACTUAL 2017	BUDGET 2018	Est. Year End 11/30/2018	BUDGET 2019	% CHANGE IN BUDGET
Beginning Balance	866,887	883,431	894,224	894,490	802,784	-10.2%
REVENUE						
320-1-000-1100 Current Tax	391,081	397,918	402,900	300,220	412,550	
320-1-000-1135 Interest Income	663	667	500	924	500	
Total Revenue	391,744	398,584	403,400	301,144	413,050	2.4%
EXPENDITURE						
320-2-000-6650 Other Expenditure						
320-2-000-6865 Debt Service - Interest 2003	38,625					
320-2-000-6870 Debt Service - Principal 2003						
320-2-000-6875 Debt Service - Interest 2012	41,575	72,525	62,850	62,850	52,725	
320-2-000-6880 Debt Service - Principal 2012	295,000	315,000	330,000	330,000	345,000	
Total Expenditure	375,200	387,525	392,850	392,850	397,725	1.2%
Revenue over/(under) Expenditure	16,544	11,059	10,550	(91,706)	15,325	
Ending Balance	883,431	894,490	904,774	802,784	818,109	-9.6%

ACCOUNT & DESCRIPTION	ACTUAL 2016	ACTUAL 2017	BUDGET 2018	Est. Year End 11/30/2018	BUDGET 2019	% CHANGE IN BUDGET
Beginning Balance	3,520,001	3,678,868	4,161,499	4,153,241	3,115,437	-25.1%
REVENUE						
960-1-000-1100 Current Tax	3,769,358	4,023,390	4,028,823	3,231,780	3,846,068	
960-1-000-1135 Interest Income	846	936	500	1,478	500	
960-1-000-1621 Refunding Bond Issue	234,019					
960-1-000-1622 Refunding Cost of Issuance	3,691					
Total Revenue	4,007,914	4,024,326	4,029,323	3,233,258	3,846,568	-4.5%
EXPENDITURE						
960-2-000-6650 Other Expenditure						
960-2-000-6865 Debt Service - Interest 2007	1,714,675	658,944	52,500	52,500		
960-2-000-6870 Debt Service - Principal 2007	1,500,000	1,700,000	2,100,000	2,100,000		
960-2-000-6875 Debt Service - Interest 2015	409,371	358,355	357,676	663,463	356,953	
960-2-000-6880 Debt Service - Principal 2015	225,000	40,000	40,000	40,000	45,000	
960-2-000-6885 Debt Service - Interest 2016		340,639	305,788		302,088	
960-2-000-6890 Debt Service - Principal 2016		280,000	90,000	90,000	95,000	
960-2-000-6895 Debt Service - Interest 2017		172,015	945,100	945,100	880,250	
960-2-000-6900 Debt Service - Principal 2017			380,000	380,000	2,290,000	
Total Expenditure	3,849,046	3,549,953	4,271,064	4,271,063	3,969,291	-7.1%
Revenue over/(under) Expenditure	158,868	474,373	(241,742)	(1,037,805)	(122,723)	-49.2%
Ending Balance	3,678,868	4,153,241	3,919,758	3,115,437	2,992,714	-23.7%

To: Kendall County Forest Preserve District Finance Committee
From: Dave Guritz, Director
RE: FY19 Preliminary and Final Budget Review and Approval Schedule
Date: October 25, 2018

Special Call Commission Thursday, October 25 at 5:30 pm

1. Approval of the Preliminary FY19 Operating and Capital Fund Budgets for Publication
2. Approval of the Preliminary Operating Fund Levy for Publication

Post and publish notification of the preliminary FY19 Budget and Levy in the Kendall County Record in the November 1, 2018 edition.

Finance Committee Thursday, October 25 at 5:35 pm

1. FY19 Operating and Capital Fund Budget Discussions
2. FY19 Budget – Review of Timeframe for Approval

Operations Committee Wednesday, November 7 at 6:00 pm – **TBD – Cancelled?**

Finance Committee Wednesday, November 14 at 4:30 pm

1. Final Budget Review

Committee of the Whole Wednesday, November 14 at 5:30 pm

2. Final Budget Review

Commission Tuesday, November 20 at 9:00 am

Ordinance #18-11-001: Approval of the Combined Annual Budget and Appropriations Ordinance Setting Forth the Annual Budget of the Kendall County Forest Preserve District for the Fiscal Year Beginning December 1, 2018 and Ending November 30, 2019 for an Amount Not-to-Exceed \$_____

Ordinance #18-11-002: Approval of the General Fund Tax Levy Ordinance of the Kendall County Forest Preserve District for the Fiscal Year Beginning December 1, 2018 and Ending November 30, 2019 for an Amount Not-to-Exceed \$_____

Approval of the FY19 Salary Schedule

Motion to Approve the Kendall County Forest Preserve District Commission, Committee Meetings, and Holiday Schedule for CY2019

Motion to Approve the Revised Organizational Chart for the Kendall County Forest Preserve District

Post the final budget and levy ordinance to the District's transparency pages by December 1, 2018

Special Call Commission Tuesday, November 27 at 6:00 pm

TBD – If needed?

Finance Committee Thursday, November 29 at 6:30 pm – **TBD – Cancelled?**

TBD—If needed?



Hampton, Lenzini and Renwick, Inc.

Civil Engineers • Structural Engineers • Land Surveyors • Environmental Specialists
www.hlrengineering.com

October 24, 2018

Mr. Dave Guritz, Director
Kendall County Forest Preserve District
dguritz@co.kendall.il.us

RE: Proposal for Engineering Services
Millbrook Bridge over the Fox River
Phase II Design & Phase III Construction Services

Dear Mr. Guritz:

We have prepared this letter to serve as the agreement between the Kendall County Forest Preserve District (Client) and Hampton, Lenzini and Renwick, Inc. (Consultant) for professional engineering services requested relative to the Millbrook Bridge over the Fox River.

The purpose of these services is to develop contract plans, specifications and estimates suitable for bid letting (Phase II) and construction observation services (Phase III) of the removal of the bridge truss structure, piers and abutments.

SCOPE OF SERVICES: PHASE II

The Client and Consultant agree to the following list of Phase II Basic Services the Consultant will provide to the Client:

1. Complete field survey of the site, including cross-sections of the channel and west bank, existing bridge dimensions and tree removal limits, necessary for design and determination of plan quantities.
2. Complete hydrologic and hydraulic design of temporary in-stream works. Determine required size of culverts to bypass flow under the temporary causeway. Determine estimated water surface elevation for cofferdam specification. Submit construction permit request to IDNR with Review Fee of \$2620.
3. Assemble construction plan set including plan and profile of existing bridge and channel, layout of temporary cofferdams and causeway, details of temporary works, riprap layout along shoreline section and erosion control plan. Incorporate special conditions or management practices as required to comply with environmental permits obtained in preliminary phase.
4. Identify potentially affected utilities through JULIE coordination. Coordinate with utilities to request facility locations and necessary protection measures.
5. Develop project special provisions, contract booklet suitable for letting and engineer's project cost estimate.

380 Shepard Drive
Elgin, Illinois 60123-7010
Tel. 847.697.6700
Fax 847.697.6753

6825 Hobson Valley Drive
Unit 302
Woodridge, Illinois 60517
Tel. 847.697.6700
Fax 847.697.6753

3085 Stevenson Drive
Suite 201
Springfield, Illinois 62703
Tel. 217.546.3400
Fax 217.546.8116

323 West 3rd Street
P.O. Box 160
Mt Carmel, Illinois 62863
Tel. 618.262.8651
Fax 618.263.3327

SCOPE OF SERVICES: PHASE III

The Client and Consultant agree, upon satisfactory completion of the Phase II services to the following list of Phase III Basic Services the Consultant will provide to the Client:

1. Pre-Construction Services: Lead pre-construction meeting, review shop drawings and bridge demolition procedure, project setup, schedule coordination.
2. Construction Services: On-site part-time resident engineering to perform observation, documentation, and checks of contractor crews (approximately 24 hours/week for 4.5 weeks). In addition, project management and quality assurance will be provided as outlined in the Not-To-Exceed Cost.
3. Post-Construction Services: Punchlist and final inspection services will be provided to ensure that the project is acceptable to the Client. Final agreement to quantities will be performed with the contractor. Hardcopies of as-built drawings will be created and provided to the Client (with electronic files as desired). Final documentation and job box will be completed and turned into the client.

If agreed to in writing by the Client and Consultant, Additional Services shall be provided and shall be labeled as Exhibit A for either Phase and appended hereto. Services not set forth above as Basic Services of this Agreement are specifically excluded from the scope of the Consultant's services. The Consultant assumes no responsibility to perform any services not specifically listed.

All the above services are to be performed to the satisfaction and in conformance with the requirements of the Client.

RESPONSIBILITIES OF CLIENT

It is the Consultant's understanding that the Client will provide the following assistance, information, and related materials relative to the above-described project:

- Use of Forest Preserve property adjacent to the site for Consultant and Contractor access.
- Complete the removal of the endangered species during construction operations as per guidelines of the IDNR-OWR Incidental Take Permit.

Information Provided by Others

The Client shall furnish, at the Client's expense, all information, requirements, reports, data, surveys, and instructions required by this Agreement. The Consultant may use such information, requirements, reports, data, surveys, and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof.

COMPENSATION

Billing Terms

For our services we will be compensated at the following hourly rates, which will be considered payment in full to Hampton, Lenzini and Renwick, Inc. for actual employee time utilized to provide the required services, said rates include overhead and burden costs plus profit.

The upper limit of compensation will not exceed \$26,000.00 for Phase II services.

The upper limit of compensation will not exceed \$26,730.00 for Phase III services. This upper limit includes the scope of services for preconstruction and post construction activities as noted above and a construction duration of 4.5 weeks.

If contractor's submitted progress schedule shows a construction duration of longer than 4.5 weeks, or if weather, flooding, or other unforeseen issues modify the contractor's schedule to be longer than 4.5 weeks,

HLR's Phase III not to exceed cost is subject to change in order to provide more construction observation/documentation manhours as directed by the Client.

Any additional services required beyond those set forth above will be charged at the rates stated above and be considered an addition to the not-to-exceed cost. Any costs incurred above the not-to-exceed cost must be pre-approved by the Client. For direct out-of-pocket expenses, we will be reimbursed at our actual cost of the item.

Invoices shall be submitted by the Consultant on a monthly basis and are due upon presentation and payment shall be made in accordance with the Illinois Local Government Prompt Payment Act, as amended (50 ILCS 505/1 *et seq.*).

<u>Employee Classification</u>	<u>2018 Hourly Rate</u>
Principal	\$205.00
Engineer 6	158.00
Engineer 5	149.00
Engineer 4	133.00
Engineer 3	119.00
Engineer 2	105.00
Engineer 1	82.00
Structural 2	175.00
Structural 1	128.00
Technician 3	116.00
Technician 2	89.00
Technician 1	70.00
Intern/ Temp	53.00
Land Acquisition	117.00
Survey 2	118.00
Survey 1	91.00
Environmental 2	124.00
Environmental 1	66.00
Administration 2	117.00
Administration 1	60.00

The hourly rate itemized above shall be effective the date the parties hereunto entering this AGREEMENT have affixed their hands and seals and shall remain in effect until December 31, 2018. In the event services of the ENGINEER extend beyond December 31, 2018, the hourly rates will be adjusted yearly to compensate for increases or decreases in the salary structure of the ENGINEER that are in effect at that time. The stated upper limit of compensation will remain in effect.

Payment Terms

If the Client fails to make payment to the Consultant in accordance with the payment terms herein, this shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by the Consultant.

If the Client objects to any portion of an invoice, the Client shall so notify the Consultant in writing within ten (10) calendar days of receipt of the invoice. The Client shall identify in writing the specific cause of the disagreement and the amount in dispute and shall pay that portion of the invoice not in dispute in accordance with the other payment terms of this Agreement. Any dispute over invoiced amounts due which cannot be resolved within ten (10) calendar days after presentation of invoice by direct negotiation between the parties shall be resolved within thirty (30) calendar days in accordance with the Dispute Resolution provision of this Agreement.

GENERAL TERMS AND CONDITIONS

Assignment

Neither party to this Agreement shall transfer, sublet, or assign any rights under or interest in this agreement without the prior written consent of the other party.

Certification

Consultant certifies that Consultant, 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).

Both parties affirm no Kendall County Forest Preserve District officer or elected official has a direct or indirect pecuniary interest in HLR or this Agreement, or, if any Kendall County Forest Preserve District officer or elected official does have a direct or indirect pecuniary interest in HLR or this Agreement, that interest, and the procedure followed to effectuate this Agreement has and will comply with 50 ILCS 105/3.

Defects in Service

The Client shall promptly report to the Consultant any defects or suspected defects in the Consultant's services of which the Client becomes aware, so that the Consultant may take measures to minimize the consequences of such a defect. The Client further agrees to impose a similar notification requirement on all contractors in its Client/Contractor contract and shall require all subcontracts at any level to contain a like requirement. Failure by the Client and the Client's contractors or subcontractors to notify the Consultant shall relieve the Consultant of the costs of remedying the defects above the sum such remedy would have cost had prompt notification been given when such defects were first discovered.

Drug-Free Workplace.

Consultant and its employees, 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.*

Entire Agreement

This Agreement, comprising pages 1 through 7 is the entire Agreement between the Client and the Consultant. It supersedes all prior communications, understandings, and agreements, whether oral or written. Amendments to this Agreement must be in writing and signed by both the Client and the Consultant.

Governing Law and Jurisdiction

The Client and the Consultant agree that this Agreement and any legal actions concerning its validity, interpretation, and performance shall be governed by the laws of the State of Illinois.

It is further agreed that any legal action between the Client and the Consultant arising out of this Agreement or the performance of the services shall be brought in a court of competent jurisdiction in the County of Kendall, Illinois.

Indemnification

The Consultant agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its officers, directors, and employees (collectively, Client) against all damages, liabilities, or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Consultant's negligent performance of professional services under this Agreement and that of its sub-consultants or anyone for whom the Consultant is legally liable. Pursuant to Illinois law, 55 ILCS 5/3-9005, any attorney representing the Client, under this paragraph, must first be approved by the Kendall County State's Attorney and appointed a Special Assistant State's Attorney, as provided in 55 ILCS 5/3-9005. The Client's participation in its defense shall not remove Consultant's duty to indemnify, defend, and hold the Client harmless, as set forth above.

Neither the Client nor the Consultant shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

Independent Contractor

It is understood and agreed that Consultant is an independent contractor and is not an employee of, partner of, agent of, or in a joint venture with Client. Consultant understands and agrees that Consultant is solely responsible for paying all wages, benefits and any other compensation due and owing to Consultant's officers, employees, and agents for the performance of services set forth in the Agreement. Consultant further understands and agrees that Consultant is solely responsible for making all required payroll deductions and other tax and wage withholdings pursuant to state and federal law for Consultant's officers, employees and/or agents who perform services as set forth in the Agreement. Consultant also agrees that Client is not responsible for providing any insurance coverage for the benefit of Consultant, Consultant's officers, employees, sub-consultants and agents. Consultant hereby agrees to defend with counsel of Client's own choosing, indemnify and waive any right to recover alleged damages, penalties, interest, fees (including attorneys' fees), and/or costs from Client, its board members, officials, employees, insurers, and agents for any alleged injuries that Consultant, its officers, employees and/or agents may sustain while performing services under the Agreement.

Insurance

Consultant will obtain and continue in force, during the term of this Agreement, all insurance as set forth below. Each insurance policy shall not be cancelled or changed without thirty (30) days prior written notice, given by the insurance carrier to Client. Before starting work hereunder, Consultant shall deposit with Client certificates evidencing the insurance it is to provide hereunder: (a) Worker's Compensation and Occupational Disease Disability insurance, in compliance with the laws of the jurisdiction where the work is being performed, (b) Employer's comprehensive general liability insurance for both personal injury and property damage in the minimum amount of \$1,000,000 for each accident, (c) Comprehensive business automobile liability insurance in the minimum amount of \$1,000,000 combined single limit, (d) Comprehensive excess liability insurance with a combined minimum single limit of \$5,000,000 for each occurrence, with a minimum \$5,000,000 aggregate, (e) Professional liability insurance in the minimum amount of \$1,000,000 combined single limit.

The Kendall County Forest Preserve District shall be named as an Additional Insured on a Primary and Non-Contributory basis with respect to the general liability, business auto liability and excess liability insurance, as well as a waiver of subrogation with respect to the general liability and workers' compensation in favor of Kendall County Forest Preserve District. Also, Kendall County Forest Preserve District shall be designated as the certificate holder.

Non-Discrimination

Consultant, its officers, employees, and agents agree not to commit unlawful discrimination and 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, and all applicable rules and regulations.

Right of Entry

The Client shall provide for the Consultant's right to enter the property owned by the Client and/or others in order for the Consultant to fulfill the Scope of Services included hereunder.

Severability

Any term or provision of this Agreement found to be invalid under any applicable statute or rule of law shall be deemed omitted and the remainder of the Agreement shall remain in full force and effect.

Standard of Care

In providing services under this Agreement, the Consultant will perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

Suspension of Services

If the Project or the Consultant's services are suspended by the Client for more than thirty (30) calendar days, consecutive or in the aggregate, over the term of this Agreement, the Consultant shall be compensated for all services performed and reimbursable expenses incurred prior to the receipt of notice of suspension.

If the Consultant's services are suspended for more than ninety (90) days, consecutive or in the aggregate, the Consultant may terminate this Agreement upon giving not less than five (5) calendar days' written notice to the Client.

If the Client is in breach of the payment terms or otherwise is in material breach of this Agreement, the Consultant may suspend performance of services upon five (5) calendar days' notice to the Client. The Consultant shall have no liability to the Client, and the Client agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by the Client. Upon receipt of payment in full of all outstanding sums due from the Client, or curing of such other breach which caused the Consultant to suspend services, the Consultant shall resume services and there shall be an equitable adjustment to the remaining project schedule and fees as a result of the suspension.

Termination

In the event of termination of this Agreement by either party, the Client shall pay the Consultant for all services rendered and all reimbursable costs incurred by the Consultant up to the date of termination, in accordance with the payment provisions of this Agreement.

The Client may terminate this Agreement for the Client's convenience and without cause upon giving the Consultant not less than seven (7) calendar days' written notice.

Either party may terminate this Agreement for cause upon giving the other party not less than seven (7) calendar days' written notice for any of the following reasons:

- Substantial failure by the other party to perform in accordance with the terms of this Agreement and through no fault of the terminating party;
- Assignment of this Agreement or transfer of the Project by either party to any other entity without the prior written consent of the other party;
- Suspension of the Project or the Consultant's services by the Client for more than ninety (90) calendar days, consecutive or in the aggregate;
- Material changes in the conditions under which this Agreement was entered into, the Scope of Services or the nature of the Project, and the failure of the parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

Third-Party Beneficiaries

Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder. The Client and Consultant agree to require a similar provision in all contracts with contractors, subcontractors, sub-consultants, vendors, and other entities involved in this Project to carry out the intent of this provision.

Unauthorized Changes

In the event the Client, the Client's contractors or subcontractors, or anyone for whom the Client is legally liable makes or permits to be made any changes to any reports, plans, specifications or other construction documents prepared by the Consultant without obtaining the Consultant's prior written consent, the Client shall assume full responsibility for the results of such changes. Therefore the Client agrees to waive any claim against the Consultant and to release the Consultant from any liability arising directly or indirectly from such changes.

Mr. Dave Guritz, Director
Kendall County Forest Preserve District
October 24, 2018
Page 7 of 7

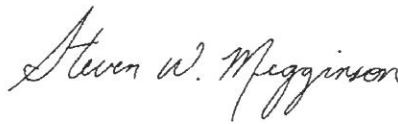
In addition, the Client agrees to include in any contracts for construction appropriate language that prohibits the Contractor or any subcontractors of any tier from making any changes or modifications to the Consultant's construction documents without the prior written approval of the Consultant and that further requires the Contractor to indemnify both the Consultant and the Client from any liability or cost arising from such changes made without such proper authorization.

If this agreement meets with the Forest Preserve's approval, please have the proper officials sign and date same where indicated below and return one (1) copy for our file. If you have questions on any of the above, please call me at our Springfield office.

Yours truly,

HAMPTON, LENZINI AND RENWICK, INC.

By:



Steven Megginson, P.E., S.E.
Vice President

Enclosure

ACCEPTANCE

The terms and conditions of this letter agreement are hereby accepted by the Kendall County Forest Preserve District for engineering services set forth above.

By _____

_____ Date

ATTEST:

By _____



Pickerill-Pigott Forest Preserve: Master Planning

Kendall County Forest Preserve District

Background

The Kendall County Forest Preserve acquired the Pickerill Pigott Forest Preserve in two pieces in 2008 creating a 102 acre site off Minkler Road at the intersection of Hilltop Road. The preserve has been closed to the public as a life estate existed on the Pickerill portion. With the move of Mr. Ken Pickerill to another home in 2017, the life estate has ended. The Forest Preserve would now like to create a master plan for the entire site.

The preserve is made up of woodlands, grasslands, and two man made ponds. Historically, the sites were both farmed. There are two homes and two storage buildings. It has been determined that the home on the Pigot site will be demolished. The remaining buildings will be reviewed during the master planning process to understand how they fit the needs of the Forest Preserve as well as the financial impact to maintain the buildings.

The master plan will be created with staff, Board and community input to reflect the needs of the community as well as the mission of the Forest Preserve District. A multi-phase approach to site development is proposed with the first phase creating public access while keeping maintenance to a minimum. A site visit with Forest Preserve staff garnered a number of ideas for the site as well as master plan criteria as follows:

- Public entry drive off of Minkler Road with access to gravel parking & paved parking for ADA
- Plan for long term improvements, usage and maintenance
- Create pedestrian trails within the site, especially to overlook locations and to a variety of ecotypes
- Connect the two sites so that it is one forest preserve for access and use
- Provide public use amenities: Restroom, shelter, tables and benches
- Map existing cover types and suggest future native vegetation areas throughout the site
- Determine if detention is required and if so how it best fits into the site
- Consider potential for grants as part of the planning process
- The Forest Preserve will identify potential partnerships with public and/or private groups and planning will take those potential partnerships into consideration

Approach

Throughout the process we listen and respond to Forest Preserve representatives, Board members and the community at large. The result will be a plan based on mission of the Forest Preserve, community input as well as opportunities that this site presents.

The design team will implement a three phase approach to move from understanding the site and existing data to creating plans and images that reflect the needs and desires of the community. The scope of services detailed on the following pages includes:

Phase I: Inventory and Site Analysis

Phase II: Public Input & Concept Planning

Phase III: Master Plan & Phasing Plan

Phase I: Inventory and Site Analysis

Overview: Inventory and site analysis will be completed to produce the base information necessary for quality planning. Input from the Forest Preserve representatives will be gathered to develop a picture of needs. The combination of a site analysis and project programming will set the stage for developing the Master Plan.

1.1 Kick Off Meeting: Gather Site Information and Identify Needs

A kick-off meeting with Forest Preserve took place on October 2, 2017. Goals and objectives were discussed. Both sites were visited and the Pickerill homestead was toured.

1.2 Create a Digital Base Map

The Forest Preserve will share any existing base data, easement information and a GIS data file prepared with County data. The County data along with USGS maps, soil survey, FEMA maps, along with aerial maps will be used to create a base plan in AutoCAD for planning purposes.

1.3 Site Analysis Plan and Site Access Needs:

Opportunities and challenges will be identified and delineated in written format and on a site analysis plan. Based on the input of the Forest Preserve staff, a preliminary program for the site will be compiled. These will be shared with the Forest Preserve staff via email.

1.4 Board Meeting # 1

Upland Design will attend a Forest Preserve Board meeting. A short presentation of the existing conditions, site analysis and preliminary program will be given. We will then encourage a discussion with Board to garner input on the future of the Pickernell-Pigot Forest Preserve.

A list of key stakeholders and potential public and/or private partners will be identified by the Forest Preserve District to be invited to the public input session.

Phase II: Public Input & Concept Planning

Overview: Conceptual planning for the preserve will be undertaken with an exploration of ideas. The vision will unfold with each meeting culminating in a collaborative design process where the final master plan will fit the community bringing just the right mix of elements together.

2.1 Conceptual Design Planning

Conceptual Design: The design team will prepare two concept designs based on data gathered and input given to date. Each will be accompanied by sketches and/or photos of the project elements. General cost estimates will be prepared for each concept plan.

2.2 Forest Preserve Review Meeting

The concept plans and costs will be presented to Forest Preserve staff. A discussion of each concept will take place and input will guide the design team. Adjustments to the plan will then be made and submitted via email to the Forest Preserve for review and comment. Once approved, plans will be finalized in preparation and color rendering for the public meeting.

2.3 First Public Meeting

A public meeting will be held to gather input and ideas from the public about the preserve. The Forest Preserve will invite attendees and provide a space for the meeting. The general public and the list of key stakeholders will be invited. Upland Design will present the concept plan(s) with example photos and

sketches. The Site Analysis plan will also be available for the community to view. A written survey will be prepared. If the Forest Preserve desires, the site analysis plan, concept plans and written survey can also be shared on the Forest Preserve web site for the larger community to engage in the process.

Upland Design will lead an interactive process to engage the community in this meeting and get everyone involved in the input. This can include digital input as well as small group breakouts. Upland Design will prepare a summary of the input from this meeting along with suggestions to move from two plans to one master plan. These will be submitted to the Forest Preserve for review and input.

Phase III: Master Plan & Phasing Plan

3.1 Master Plan Creation

Based on the input from phase II and discussion with Forest Preserve representatives, Upland Design will create a preliminary master plan including amenities photos and sketches. The cost estimate will be updated as well.

3.2 Forest Preserve Review Meeting

The preliminary master plan and costs will be presented to Forest Preserve staff. A discussion will take place and revisions will be made for the second public meeting.

3.3 Second Public Meeting

The plans and images will be presented at the second public meeting. Again, an interactive input session will take place where all participants are encouraged to add comments and suggestions to the plans and the design team will be on hand to answer questions. These can also be shared for inclusion on the Forest Preserve web site.

At the conclusion of the meeting, we will prepare a summary of input and recommendations to move the master plan process forward.

3.4 Phasing Plan

Preliminary Phasing Plan: Upland Design will prepare a preliminary phasing plan based on input throughout the process along with grouping items that are better to be built at the same time. The phasing plan will include a description of items along with detailed cost estimate.

3.5 Final Master Plan Preparation

Based on the public input and Forest Preserve direction, the Design Team will prepare one schematic master plan with photos and sketches representing each amenity. Cost estimates will be updated. This plan will be submitted via email to the Forest Preserve to ensure all items were covered.

Once approved, the plan will then be color rendered for final presentation. When the final plan is complete. As part of the final master plan, a list of permits required for development will be gathered based on each phase.

3.6 Preserve Board Presentation

The Master Plan will be presented to the Forest Preserve Board along with the Cost Estimate and Phasing Plan. An overview of the planning process will also be given and a discussion of phasing. Input from Preserve Board will be used to assist in adjusting the phasing plan.

Deliverables

The final plans and master plan documents will be collated and delivered to the Forest Preserve on compact disc along with 10 bound color copies. Master Plan Documents will include:

- a. Site Analysis Plan
- b. Master Plan Program
- c. Black and White Concepts Plans – 2 with Images and Cost Estimates
- d. Color Rendered Concepts Plan Boards with Amenity Photos/Sketches - 24x36
- e. Color Rendered Final Master Plan
- f. Estimated Cost for Construction of Master Plan Components
- g. Permit Requirement List
- h. Proposed Phasing Plan

Professional Service Fees

In accordance with the described services above, the following fees would be paid to Upland Design Ltd. Invoices will be structured to reflect completed work.

Phase I –Inventory and Site Analysis	\$ 2,200
Phase II – Public Input & Concept Planning	\$ 4,850
<u>Phase III –Master Plan & Phasing</u>	<u>\$ 3,250</u>
Total	\$10,300

Additional meetings / Site Visits with reports may be added at a rate of \$580.00/meeting. If the Owner requests additional meetings, site visits, changes to the work or additional work, we can provide these services at our listed hourly rates or an agreed upon cost. No additional fee shall be charged without written agreement from the Owner.

Reimbursable expenses shall include copies, printing, mounting boards and mileage at current IRS rates. These expenses and shall be invoiced at their direct cost to Upland Design.

Project Billing Rates:

Principal Landscape Architect	\$ 144
Landscape Architect	\$ 124
Landscape Designer	\$ 118
CAD Drafting/Color Rendering	\$ 98

Excluded Services: The Firm and their design team will not be responsible for the following: analysis of downstream drainage and upstream tributary areas; ALTA Survey; Boundary Survey; Topographic Survey, Soil Borings; Interpretive sign design; Material Testing; Construction Layout; Construction Scheduling; Construction Work; Construction Supervision, Work-Site Safety; Labor Negotiations; Prevailing Wage Monitoring; Expert Testimony; Floodplain-Floodplain Mitigation – Analysis; Wetland Delineation, Wetland Mitigation; Permit / Plan Review Fees; or permit document preparation not specifically included as part of these services.

ALTERNATE PLANNING ITEMS:

The Forest Preserve may wish to plan two additional sites at the same time as Pickerill-Pigot. Below are options which can be added to the services above. The review meetings for these two projects would take place at the same time as the Pickerill-Pigot meetings to save time.

Option 1: Fox River Bluffs

Upland Design will prepare a site access improvements for Fox River Bluffs. Base GIS plans will be provided by the County for use as a base. The improvement plans will include a site plan with labels and cost estimate for review. Upland will then prepare updates based on Forest Preserve input to the plan and cost estimate. Color renderings will not be prepared.

Cost \$ 1,320

Option 2: Little Rock Creek Forest Preserve

Upland Design will prepare a site access improvements for Fox River Bluffs. Base GIS plans will be provided by the County for use as a base. The improvement plans will include a site plan with labels and cost estimate for review. Upland will then prepare updates based on Forest Preserve input to the plan and cost estimate. Color renderings will not be prepared.

Cost \$ 1,320



• 116 W. Main St., No. 208, St. Charles, Il., 60174
• **9504 East Fowler Rd., Rochelle, Il., 61068**
Phone 815-562-6007 Fax 815-562-6557
T. Huddleston mobile 815-757-6007
Email: huddmac@aol.com

PROPOSAL

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

Date : October 3, 2018
Prop : 18325
Terms: Net 30 Days

>> **RE: LAND DRAINAGE INVESTIGATION SERVICES PROPOSAL**

LOCATION: Fox River Bluffs Forest Preserve, 170 total, (110+-tillable acres)
Professional Service Contract, no construction or prevailing wage

Thank you for the opportunity to submit the attached Mainline Drain Tile Investigation Letter of Agreement for your consideration.

Following is a brief summary outlining investigation services which shall be completed in accordance with Kendall County typical standards and procedures for the subject property located at Section no. 36, Fox Twp., Kendall Co., IL..

This investigation will be limited to the mapping of all mainline and sub-main collectors, and will include local lateral / feeder drain tiles only when encountered at slit trench locations. Huddleston McBride Drainage Co. shall not be responsible for crop damage, all excavated investigation trenches will be backfilled and slightly mounded to allow for natural settlement.

I. SCOPE OF WORK

FIELD INVESTIGATION PROCEDURES:

Field reconnaissance and record research¹ work will be completed in efforts to identify all areas which are typical to installation of existing drain tile. Existing features such as soils, watertable, topographical elevations, surface channels, depressions, wetlands and natural drainage ingress and egress locations are considered.

Following field review, investigation areas are staked and slit trenched to verify existence of drain tile. All existing drain tiles encountered during the investigation procedure are logged on field mapping and repaired to their original state according to U.S.D.A. Natural Resource Conservation Service construction repair practices. Following specific point locations, drain tile routes are located by surface probing or electronic detection and field staked at 50' intervals including cut stakes for invert elevations where requested. Any existing drain tile not encountered during slit trenching procedure will remain unknown.

¹Huddleston McBride Land Drainage Co. has maintained and will access an extensive electronic record system of Kendall County Existing Agricultural Drain Tile Historic Mapping Records. This mapping system has been based upon geographic parcel location including record information from Huddleston-Mcbride Land Drainage Co.(1975) , Coopriders Farm Drainage Co. (1930), Elbridge F. Ball & Sons, (drainage engr.) Survey notes (1940), Countryside Drainage (2009). These record files include historic farm parcel notes, active / inactive drainage district maps and documents, conservation resource mapping, agricultural drain tile contractor records, aerial photo delineation, S.C.S./ N.R.C.S design notes and soil maps, typical drain tile investigation reports, record construction drawings, and land owner sketch drawings.

RECORD MAPPING AND REPORT:

Record mapping shall be performed according to typical civil engineering mapping standards. It will be the responsibility of the developer to furnish one ACAD (version 2013 or 2018 .dwg) computer data file of the investigation area including mapped topography, easements, right-of-ways, wetland delineation areas and property boundary limits.

All existing drain tile routes will be located in the field by GPS location systems (<1m., Illinois State Plane East NAD 83) and recorded on final plans. Our field staking process will include pipe invert cut stakes at all perimeter locations, strategic interior locations and 50' interval pin flagging along tile routes for electronic survey location by the project engineer if deemed necessary. It will be the responsibility of the project engineer to survey drain tile location/elevation staking pertinent to final improvement design.

Final drain tile mapping will be computer drafted on a base map including recent color digital aerial photography, topography and project limits. Mapped information will include the location of all existing drain tile routes and applicable drainage findings encountered during the field investigation process. A field report shall be attached to the plan containing evaluation information including size, flow, system effectiveness, restrictive siltation, pipe invert to ground surface depth, pipe type / quality, system classification and specific field notes.

After completion of the investigation report it will be our responsibility to obtain final existing drain tile investigation mapping and report approval and acceptance by Kendall County Planning and Development technical staff and applicable engineering review agencies.

II. Proposed Service Description:			
The intent of this proposal is to provide existing drain tile location, staking, evaluation, consulting and GPS survey mapping services in regard with typical existing drain tile investigation standards and in accordance with Kendall County Stormwater Ordinance Standards (Section no. 36, Fox Twp., Kendall Co., IL.)			
III. Proposed Services Cost:			Amount
Qty.	Cost		
1 Drainage Investigation and Repair Crew (3.5 days) (field survey services including all excavation equipment and labor)	26 hrs.	390.00	10,140.00
4 Project Consulting Services Hour Basis (GPS field survey, staking, and record plans)	5 hrs	140.00	700.00
5 Heavy Equipment Transport Hour basis, one way only (including DOT permits, electronic logs, licenses and fees)	1 ea.	295.00	295.00
Proposed Materials Cost: <i>All materials incidental to labor cost</i>			0.00
<p>¹ Drainage Investigation and Repair Crew Hour Basis ; is calculated on an hourly basis of \$390.00 including a full drainage tile investigation/ repair crew consisting of (4) man ground laborers, (1-2) 4-wheel drive loader backhoe w/ operator, (1)- kobelco wide track mid-class excavator w/ operator, kobota ATV, electronic and manual investigation equipment, pipeline video equipment, incidental pipe repair materials, field staking materials, field supervision and miscellaneous support equipment including pumps, probes, and other necessary tools. Daily hours are computed by home port to home port.</p> <p>⁴ Project Consulting Services Hour Basis ; (T.L. Huddleston) is calculated on an hourly basis of \$140.00 including initial project assessment, client consultation, site meetings, Utility locations, GPS land surveying , existing conditions research, project planning, record mapping w/ plots and project supervision.</p> <p>⁵ Heavy Equipment Transport Hour basis; - is calculated on an hourly basis of \$ 295.00 including heavy equipment loading transport including all IDOT and Local transportation permits, licenses and fees, and electronics log system requirements..</p>			
TOTAL ESTIMATED CHARGES INCLUDING ALL MATERIALS AND SERVICES			\$11,135.00

An invoice will be presented following the completion of the work and will be due and payable thirty (30) days after the invoice date. Any late payments made will be subject to the interest rate of 1 ½% per month on the entire principal amount of the money owed for the period from the date it becomes due and payable through the period of time in which it is paid.

IV. LIMITS OF LIABILITY

Any breach on the part of either party shall be limited to liability in an amount not to exceed the contract price of services associated with this drain tile investigation proposal.

Should the terms of this letter of agreement meet with your approval, please execute below and return one original.

Thank you for considering our proposal, we look forward to an opportunity to assist you with the restoration of this parcel.

Respectfully submitted,

HUDDLESTON McBRIDE LAND DRAINAGE CO.

Thomas L. Huddleston III

T. L. Huddleston III, Partner

ABOVE LETTER OF AGREEMENT ACCEPTED THIS _____ DAY _____ 2018.

BY: _____
PRINTED NAME / TITLE

SIGNATURE